

AGENDA
TOWN OF NEW BALTIMORE, COUNTY OF GREENE
REGULAR TOWN BOARD MEETING

AUGUST 24, 2020

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Reports

Supervisor

County Legislator

Town Clerk

- Approval of August 10, 2020 Town Board Regular Meeting Minutes

Tax Collector

Historian

Agriculture/AgFest (Chair Boehlke/Member Irving)

Animal Control (Chair Irving, Member Ruso)

- Resolution to Approve Advertisement for Animal Control Officer

Assessment (Chair VanEtten/Member Ruso)

Audit and Budget (Chair Ruso/Member Downes)

Buildings & Grounds/Recycling (Chair Irving/Member Boehlke)

Building Inspector/Code Enforcement Officer (Chair Downes/Member Ruso)

Fire, EMS & Law Enforcement (Chair Dellisanti/Member Downes)

Grants/Promotions/Economic Development (Chair VanEtten/Member Ruso)

Greene County Planning Board (Boehlke)

Highway (Chair Ruso/Member Downes)

- Resolution to Seek Sealed Bids for Improvements to the Sand Storage Structure at the Highway Garage
- Motion to Accept Resignation of Highway Department Employee
- Resolution to Approve Advertisement for Full-Time Heavy Motor Equipment Operator for the Highway Department

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

Planning Board/Zoning Board of Appeals (Chair Boehlke/Member Irving)

Seniors (Chair VanEtten/Member Downes)

Technology/Website (Chair Downes/Member Boehlke)

Town Courts (Chair VanEtten/Member Ruso)

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Boehlke)

Youth, Parks and Recreation (Chair VanEtten/Member Boehlke)

- Resolution to Approve Invitation to Bid for Silver Lake District 3 Park and Joseph Wyche District 1 Park

Public Comment Period/Community Events

- September 2, 2020 Zoning Board of Appeals Meeting at 7:30 PM
- September 10, 2020 Planning Board Meeting at 7 PM
- September 14, 2020 Town Board Regular Meeting at 7 PM
- September 19, 2020 Townwide Yard Sale at 9AM
- September 28, 2020 Town Board Work Meeting at 7 PM

Audit of Claims

Adjournment

****** Agenda Subject to Change******

GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS

1. The Supervisor shall preside at the meetings of the Town Board. In the absence of the Supervisor, the Deputy Supervisor shall be the acting Supervisor. In the event both the Supervisor and the Deputy Supervisor are absent, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.
2. Town residents who wish to speak shall fill out a card at the entrances of the meeting room listing their name, contact information, and the subject matter in which they would like to speak. These cards will be collected prior to the beginning of the Town Board meeting and given to the Town Supervisor or Deputy Supervisor in the absence of the Supervisor.
3. Speakers must be recognized by the presiding officer and then proceed to the lectern and state their name and address. They must limit their remarks on official town business to up to three minutes on a given topic and may not yield any remaining time to another speaker. They must address their remarks to the Board as a body and not to any member thereof and not to other members of the audience in the form of a debate.
4. Speakers should present their remarks in a courteous manner and may not make disparaging remarks or personal comments about public officials, town residents, or others. All speakers will observe the commonly accepted rules of courtesy, decorum, dignity, and good taste with no cursing, swearing, clapping, booing, finger pointing, bullying, whispering, or talking that disrupts the proceedings of the business of the Town Board.
5. Any speaker who disregards the directives of the presiding officer in enforcing the rules, disturbs the peace at a meeting, makes impertinent or slanderous remarks, or generally conducts themselves in an inappropriate manner shall be barred from further participation and will forfeit any balance of time remaining for their comments.
6. After a final warning, if a speaker willfully refuses to step down, the Town Supervisor shall contact the appropriate authorities to remove the speaker from the meeting room and to restore order.
7. The Town Supervisor, or in their absence the Deputy Supervisor, shall ensure compliance with these rules.

This policy will be amended by Majority vote of the Town Board.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 112-2020
AUGUST 24, 2020**

**RESOLUTION TO APPROVE ADVERTISEMENT FOR
ANIMAL CONTROL OFFICER**

WHEREAS the Town of New Baltimore is seeking a part-time Animal Control Officer.

RESOLVED, the wording for the advertisement has been approved by the Attorney for the Town and following approval from the Town Board, the advertisement will be submitted to the Town Clerk for publication in the *Daily Mail* for one week.

The Town of New Baltimore is seeking a part-time Animal Control Officer to enforce town and state licensing laws and statutes, give testimony in court cases, and provide humane care to animals under their care. Applicant should be a resident of the Town of New Baltimore. Applications are available at the Town Clerk's office, 3809 County Route 51, Hannacroix, NY 12087 Monday-Friday from 9AM-4PM.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 113-2020

AUGUST 24, 2020

**RESOLUTION TO SEEK SEALED BIDS FOR IMPROVEMENTS TO THE
SAND STORAGE STRUCTURE AT THE HIGHWAY GARAGE**

WHEREAS the Town of New Baltimore previously advertised for sealed bids for improvements to the sand storage structure at the Highway Garage and it could not be determined when a bid was delivered and received.

WHEREAS the Highway Superintendent wishes to solicit additional bids, the wording was approved by the Attorney for the Town and following approval from the Town Board, the advertisement will be submitted to the Town Clerk for publication in the *Daily Mail*.

The Town of New Baltimore Highway Department is seeking sealed bids for the replacement of the fabric cover and end panel on the 50' x 70' sand storage structure. Bidder will supply cover, and all equipment, labor, and travel expenses required to install. The successful bidder will also remove old fabric from site. Labor should be a prevailing wage, proof of workers' compensation coverage is required and the bidder must provide a certificate of insurance naming the Town as additional insured. The Town of New Baltimore reserves the right to reject any and all bids. All bids must be received by the Town Clerk at 3809 County Route 51, Hannacroix, NY 12087 by September 9 at 2 PM. Please address any question to Highway Superintendent Alan VanWormer at 518-756-2078 Ext. #3, or email highway@townofnewbaltimore.org.

By Order of the Town Board,
Barbara M. Finke
Town Clerk

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 114-2020
AUGUST 24, 2020**

**RESOLUTION TO APPROVE ADVERTISEMENT FOR FULL-TIME
HEAVY MOTOR EQUIPMENT OPERATOR FOR THE HIGHWAY DEPARTMENT**

WHEREAS the Highway Superintendent is seeking one full time operator for the Highway Department.

RESOLVED, the wording for the advertisement has been approved by the Attorney for the Town and following approval from the Town Board, the advertisement will be submitted to the Town Clerk for publication in the *Daily Mail* for one week.

The Town of New Baltimore Highway Department is accepting applications for a full time CDL driver/heavy motor equipment operator. Applicants must have a minimum of a clean CDL Class B license. Applicant must be able to perform labor duties including but not limited to shoveling, raking, weed whacking, lawn mowing, operating chain saws, and brush clipping. Heavy equipment operation such as front end loader, backhoe, tractors, etc. a plus. Experience plowing snow with a large truck with plow and wing preferred. Must be willing and able to work long hours, including nights and weekends, during winter months for snow and ice removal. Applicant must pass pre-employment drug screen and alcohol test and random drug and alcohol testing at any time and authorize driver's license check. The successful candidate will be considered probationary for six months beginning at hire date. For further information please contact Highway Superintendent Alan VanWormer at (518)756-2078, Ext. 3 M-Th 6AM-4PM. Applications are available at the Town Clerk's office, 3809 County Route 51, Hannacroix, NY 12087 Monday-Friday from 9AM-4PM until September 11, 2020.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 115-2020

AUGUST 24, 2020

**RESOLUTION TO APPROVE INVITATION TO BID FOR
SILVER LAKE DISTRICT 3 PARK AND JOSEPH WYCHE DISTRICT 1 PARK**

RESOLVED the Town of New Baltimore wishes to advertise for sealed bids for improvements to Silver Lake District 3 Park and Joseph Wyche District 1 Park by www.debiddocuments.com, or at the office of Delaware Engineering, D.P.C., 28 Madison Avenue Extension, Albany NY, 12203.

INVITATION TO BID

Notice is hereby given that sealed bids for the purchase of Storm Water construction materials will be received by the Clerk until **3:00 P.M., Wednesday, September 9, 2020**, at the Town Clerks office, Town of New Baltimore, 3809 County Route 51, Hannacroix, New York 12087. All sealed bids received before 3:00 P.M. will be publicly opened and read aloud at that time.

The construction materials are to be delivered to the Town of New Baltimore Parks Department for installation by Town forces at Wyche Park and Silver Lake park.

Contract Documents, including Advertisement For Bids, Information For Bidders, Additional Instructions, Bid Documents, General Requirements, Specifications, Contract Drawings and any Addenda, may be examined at no expense on line at the following website: www.debiddocuments.com, or at the office of Delaware Engineering, D.P.C., 28 Madison Ave Extension Albany NY, 12203.

Digital copies of the Contract Documents may be obtained online as a download from the website: www.debiddocuments.com. Complete hardcopy sets of bidding documents may be obtained from REV, 330 Route 17A, Suite #2, Goshen, NY 10924, Tel: 1-877-272-0216, Any Bidder requiring documents to be shipped shall make arrangements with REV and pay for all packaging and shipping costs.

All Questions should be sent to Kevin Schwenzfeier via email at kschwenzfeier@delawareengineering.com or Fax at (518) 452-1335.

Please note that www.debiddocuments.com is the designated location and means for distributing and obtaining all bid package information. All Bidders are urged to register to ensure receipt of all necessary information including bid addenda. All bid addenda will be transmitted to registered plan holders via email and will be available at www.debiddocuments.com. Plan holders who have paid for hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use, and coordinate directly with REV for hard copies of addenda to be issued. There will be no charge for registered plan holders to obtain hard copies of the bid addenda.

No Bidder may withdraw his bid within Thirty (30) days after the actual date of opening thereof.

This is an exempt capital improvement project, and Bidders shall not include in their bid sales and compensating use taxes on the cost of materials which are to be incorporated into the work.

The Town of New Baltimore reserves the right to waive any and all informalities in the Bid and to reject any or all Bids. By Order of the Town Board. Barbara M. Finke, Town Clerk

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 116-2020
AUGUST 24, 2020**

RESOLUTION TO AUTHORIZE SUPERVISOR TO PAY AUDITED CLAIMS

WHEREAS the Town Clerk has presented claims to the Town Board for audit and review, and

WHEREAS the Town Board has audited claims 2020b-08-01 to 2020b-08-, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2020b-08-01 to 20120b-08-,

BE IT FURTHER RESOLVED that the Town Clerk will prepare and abstract and hold it for public review until October 31, 2020.