

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE  
TOWN BOARD WORK MEETING**

**SEPTEMBER 27, 2021  
AGENDA**

*Please turn off all cell phones and electronic devices.*

**Pledge of Allegiance**

**Reports**

Supervisor

County Legislator

Town Clerk

- Resolution to Increase Rate of Pay for Records Management Clerk
- September 13, 2021 Town Board Regular Meeting

Tax Collector

Historian

Agriculture/AgFest (Chair Boehlke/Member Irving)

Animal Control (Chair Irving, Member Ruso)

Assessment (Chair VanEtten/Member Ruso)

Audit and Budget (Chair Ruso/Member Downes)

- Distribution of 2022 Tentative Budget
- Motion to Schedule a Budget Workshop and Presentation of the 2022 Tentative Budget on October 13, 2021 at 7PM

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 Authorize the Highway Superintendent to Purchase Abrasives (Dry Screened and Washed) Used in Snow and Ice Control Until September 19, 2022
- Resolution Appointing Full-Time Highway Department Employee

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

- Standard Work Day and Reporting Resolution

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)

- Resolution Authorizing Court Grant Application Submission

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Boehlke)

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

**Upcoming Meetings**

- September 29, 2021 Board of Appeals Meeting at 7:30 PM
- October 13, 2021 Town Board Regular Meeting at 7 PM
- October 14, 2021 Planning Board Meeting at 7 PM
- October 25, 2021 Town Board Work Meeting at 7 PM

## **Public Comment Period/Community Events**

### **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 144-2021  
SEPTEMBER 27, 2021**

**RESOLUTION TO INCREASE RATE OF PAY FOR  
RECORDS MANAGEMENT CLERK**

***RESOLVED*** the rate of pay for Diane Jordan, Records Management Clerk, will be \$17 an hour while working in that capacity.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**

**RESOLUTION 145-2021**

**SEPTEMBER 27, 2021**

**RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO  
PURCHASE ABRASIVES (DRY SCREENED AND WASHED) USED IN SNOW AND  
ICE CONTROL PER GREENE COUNTY RESOLUTION 231-21**

***RESOLVED*** the Town Board hereby authorizes the Highway Superintendent to purchase Abrasives (Dry Screened and Washed) used in Snow and Ice Control per Greene County Resolution 231-21 until September 19, 2022. The Highway Superintendent will inform the Town Board of cumulative expenditures and unused balance for this product.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**

**RESOLUTION 146-2021  
SEPTEMBER 27, 2021**

**RESOLUTION APPOINTING FULL-TIME  
HIGHWAY DEPARTMENT EMPLOYEE**

***WHEREAS*** the Town of New Baltimore advertised for a Highway Department position in *The Daily Mail* for one week.

***RESOLVED*** that \_\_\_\_\_ is appointed as a Full-Time Heavy Motor Equipment Operator at a salary of \$\_\_\_\_\_ per hour and will have a probationary period of six months.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**

**RESOLUTION 147-2021  
SEPTEMBER 27, 2021**

**STANDARD WORK DAY AND REPORTING RESOLUTION**

***BE IT RESOLVED*** that the Town of New Baltimore hereby establishes the following as standard work days for an appointed official and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by this appointed official to the clerk of this body.

<b>Title</b>	<b>Name</b>	<b>Social Security No. (Last 4 Digits)</b>	<b>Registration Number</b>	<b>Standard Work Day (Hours/Day)</b>	<b>Term Begins/ Ends</b>	<b>Participates In Employer's Time Keeping System (Y/N)</b>	<b>Days/ Month (Based on Record of Activities)</b>
<b>APPOINTED OFFICIAL</b>							
Code Enforcement Officer	Allan Jourdin			6.5	01/01/21 12/31/21	Y	14.15

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**

**RESOLUTION 148-2021  
SEPTEMBER 27, 2021**

**RESOLUTION AUTHORIZING COURT GRANT APPLICATION SUBMISSION**

**WHEREAS** the New Baltimore Justice Court wishes to submit a grant application seeking funding for office furniture in the Town of New Baltimore Justice Court and

**WHEREAS** authorization is needed from the Town of New Baltimore Town Board for grant application preparation and submission.

**WHEREAS** the Court has procured three quotes for desks, office chairs, lateral file cabinet, storage cabinet, knockdown/remove old furniture, and delivery/installation of new furniture for under \$6,000.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of New Baltimore hereby grants authorization for the Justice Court to apply for a JCAP grant in the 2021-22 grant cycle for up to \$.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**

**RESOLUTION 149-2021  
SEPTEMBER 27, 2021**

**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 2021b-09-01 to 2021b-09-, it is

***RESOLVED*** that the Supervisor is hereby authorized to pay claims 2021b-09-01 to 2021b-09-.

***BE IT FURTHER RESOLVED*** that the Town Clerk will prepare an abstract and hold it for public review until October 31, 2021.