

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

**OCTOBER 16, 2024
AGENDA**

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Approval of Minutes

- August 12, 2024 Town Board Regular Meeting
- August 26, 2023 Town Board Work Meeting
- September 23, 2024 Town Board Work Meeting

Public Comment Period

New Business

- 2025 Budget Presentation
- Resolution to Set Public Hearing for 2025 Preliminary Budget
- Resolution to Authorize Continuation of the Community Choice Aggregation Program Agreement in the Town of New Baltimore
- Resolution to Approve an Advertisement for the Position of Part-Time Code Enforcement Officer
- Resolution to Appoint Emergency Temporary Clerk for Building/Planning/Zoning Office
- Resolution to Approve an Advertisement for Part-Time Clerk
- Resolution to Approve Opening of a Credit Account with Advance/CARQUEST Auto Parts Store
- Motion to Approve Resignation of Highway Department Employee
- Audit of Claims

Upcoming Meetings

- October 28, 2024 Public Hearing on the 2025 Preliminary Budget at 6:30 PM
- October 28, 2024 Town Board Work Meeting at 7 PM
- November 5, 2024 Town Offices Closed for Election Day
- November 6, 2024 Zoning Board of Appeals Meeting at 7 PM
- November 11, 2024 Town Offices Closed for Veterans Day
- November 13, 2024 Town Board Regular Meeting 7 PM
- November 14, 2024 Public Information Meeting on Route 144 Complete Streets Project 5 PM at Cornell Hook and Ladder Fire Company on Gill Road
- November 25, 2024 Town Board Work Meeting at 7 PM
- November 28, 2024 Town Offices Closed for Thanksgiving Day
- November 29, 2025 Floating Holiday Observed

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 128-2024

OCTOBER 16, 2024

**RESOLUTION TO SET PUBLIC HEARING FOR
2025 PRELIMINARY BUDGET**

WHEREAS the Town Board has established the 2025 Preliminary Budget and the Town Law of the State of New York requires that Public Hearing be held regarding the Preliminary Budget.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Baltimore will hold a Public Hearing on October 28, 2024 at 6:30 PM at the Town Hall, 3809 County Route 51, Hannacroix, NY 12087 to hear those members of the public who wish to be heard regarding the 2025 Preliminary Budget.

**TOWN OF NEW BALTIMORE
NOTICE OF PUBLIC HEARING**

A copy of the proposed budget is available for public inspection in the Town Clerk's Office at the Town of New Baltimore, 3809 County Route 51, Hannacroix, NY 12087.

Proposed Salary Figures of Elected Officials are as Follows:

Town Council (4)	\$ 5,411.00
Town Justices (2)	12,986.00
Town Supervisor	12,986.00
Town Clerk	43,285.00
Superintendent of Highways	61,682.00

By Order of the Town Board

Barbara M. Finke
Town Clerk

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 129-2024

OCTOBER 16, 2024

**RESOLUTION TO AUTHORIZE CONTINUATION OF
THE COMMUNITY CHOICE AGGREGATION PROGRAM
AGREEMENT IN THE TOWN OF NEW BALTIMORE**

WHEREAS the Town Board of the Town of New Baltimore authorized participation in a Community Choice Aggregation Program and adopted Local Law 1 of 2016 on July 25, 2016.

WHEREAS the Town Board of the Town of New Baltimore adopted Resolution 117-2016 on June 27, 2016 to appoint Good Energy, L.P. as administrator of the Community Choice Aggregation Program.

WHEREAS the Community Choice Aggregation Program was continued by Resolution 132-2020 adopted by the Town Board on October 14, 2020 and Resolution 138-2022 adopted by the Town Board on October 24, 2022.

RESOLVED the Town Board of the Town of New Baltimore authorizes continuation of the Community Choice Aggregation Program Agreement for the residents of the Town for an additional two years.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 130-2024

OCTOBER 16, 2024

RESOLUTION TO APPROVE AN ADVERTISEMENT FOR THE POSITION OF PART-TIME
CODE ENFORCEMENT OFFICER

WHEREAS, a vacancy exists in the position of Part-Time CODE ENFORCEMENT OFFICER in the Town of New Baltimore,

WHEREAS, this position is necessary to assure work responsibilities are addressed in a timely manner given the great increase in building permit applications over the last several years with the simultaneous need to perform required annual fire inspections and data collecting duties for the Assessor. This position will provide needed support to both the Building Department and Assessor's office and will greatly benefit the town and the community with quicker responses and follow-ups, while allowing greater focus on building-related tasks/issues.

RESOLVED, that the wording of the advertisement has been approved by the Attorney for the Town and following approval of the within Resolution by the Town Board, the following advertisement will be posted on the INDEED job posting website for THREE (3) weeks, with additional copies posted on the Town sign board and on the Town website:

PLEASE TAKE NOTICE: that the Town Board of the Town of New Baltimore is seeking persons interested in being appointed to the position of Part-Time, Code Enforcement Officer (CEO).

GENERAL STATEMENT OF DUTIES:

Under general supervision, provides for the coordination of all activities relevant to ensuring compliance with the appropriate laws, codes, rules and regulations pertaining to the construction or alteration of buildings and structures. Activities are conducted both in the office and at inspection site. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Reviews compliance with approved plans and specifications;
- coordinates, and participates in the inspections of various stages of construction, and upon completion of construction of buildings and structures;
- Inspects, as necessary, buildings and structures to administer, ensure compliance with, and enforce all provisions of New York State (NYS) Uniform Fire Prevention and Building Code, local Town Code and other codes, laws, rules and regulations;
- Responds to complaints; receives calls to department when clerk is unavailable
- Prepares a variety of reports relevant to Code Enforcement activities for the municipal government.
- Maintains accurate records on all transactions and activities including all applications received, permits and certificates issued, fees charged and collected, inspection reports and notices and orders issued;
- Other related duties assigned to the office

MINIMUM QUALIFICATIONS: Experience as a qualified building inspector can be submitted for an equivalent amount of the following requirements:

- Possession of a NYS Certification for Code Enforcement Officer, issued by the Department of State **(OR)**
- Possession of an Associate's Degree with specialization in civil engineering, construction technology or a related field, from a regionally accredited or NYS registered college or university, and one year of full-time paid experience in building construction work; **(OR)**
- Three (3) years of full-time satisfactory experience in building construction work, Civil Engineering, Construction Technology, or in a building trade such as carpentry, plumbing, electrical related trades **(OR)**
- Satisfactory completion of 60 semester hours at an approved four-year college or university in the program leading to a bachelor's degree in civil engineering, mechanical or construction technology, or a related field and one-year of full-time paid experience in building construction work;

SPECIAL REQUIREMENT: Possession of a valid, New York State Driver's license is required at time of appointment and this license must be maintained throughout employment.

HOURS PER WEEK, HOURLY RATE AND EXPENSES PAID: Starting at \$17.50 per hour; 10 hours/week, as well as gas and mileage expenses

HOW TO APPLY: A letter of intent for the position and a resume should be sent or delivered to Town Clerk Barbara Finke at New Baltimore Town Hall, 3809 County Route 51, Hannacroix, NY 12087 and must be received by the close of business on November 5, 2024. All qualified applicants will be considered and interviewed for the position

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 131-2024
OCTOBER 16, 2024**

**RESOLUTION TO PLACE ADVERTISEMENT FOR
PART-TIME CLERK**

WHEREAS an opening exists for a part-time Clerk and the Town Board approves the advertisement for said position.

RESOLVED the wording of 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 on INDEED for one week.

The Town of New Baltimore is seeking applicants for a Part-Time Clerk. Duties include direct interaction with the public, assisting with permit application processing, preparing agendas and monthly reports, and attending one to two evening meetings per month. Clerical skills including computer competency, organizational skills a must. Salary is \$17-18 per hour for up to 24 hours per week. Please send letter of interest or resume outlining experience to Town Clerk Barbara Finke, 3809 County Route 51, Hannacroix, NY 12087 or clerk@townofnewbaltimore.org.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 132-2024
OCTOBER 16, 2024**

**RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO
PURCHASE ABRASIVES (DRY SCREENED AND WASHED) USED IN SNOW AND
ICE CONTROL UNTIL SEPTEMBER 19, 2024**

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 343-24 for the contract period September 20, 2024 until September 19, 2025. The Highway Superintendent will inform the Town Board of cumulative expenditures and unused balance for this product.



Resolution No. 343-24

Awarding Bid For Abrasives (Dry Screened And Washed) Used In Snow & Ice Control

WHEREAS, the County Highway and Solid Waste Superintendent did advertise in the Times Union and Mountain Eagle for bids for Abrasives (Dry Screened and Washed) used in Snow & Ice Control for the following:

- 1.) Price per ton and/or cubic yard, FOB, your plant.
- 2.) Price per ton and/or cubic yard for sand, delivered to Greene County Highway Department, Athens Facility
- 3.) Price per ton and/or cubic yard for sand, delivered to Greene County Highway Department Building, Ashland Facility
- 4.) Price per ton and/or cubic yard for sand, delivered to Greene County Highway Department Building, Freehold Facility
- 5.) Price per ton and/or cubic yard for sand, delivered to Greene County Highway Department Building, Hunter Facility
- 6.) Price per ton and/or cubic yard for sand, delivered to Town of Halcott Highway Department; and

WHEREAS, five (5) vendors submitted bids, which were opened, and publicly read on Tuesday, August 27, 2024 at 10:30 a.m. for the contract period: September 20, 2024-September 19, 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Greene County Highway and Solid Waste Superintendent be and hereby is authorized to purchase **Washed Abrasives** from the following bidders meeting all specifications for **Item No. 1:**

Callanan Industries, Inc. PO Box 15097 Albany, NY 12212	\$ 10.75 per ton (S. Bethlehem)
Carver Sand & Gravel, LLC 494 Western Turnpike Altamont, NY 12009	\$ 13.75 per ton (Schoharie)
Colarusso Sand & Gravel PO Box 302 Hudson, NY 12534	\$ 17.00 per ton
Peckham Materials Corp. 7065 Rte 9W South Catskill, NY 12414	\$ 16.00 per ton

BE IT FURTHER RESOLVED, that the Greene County Highway and Solid Waste Superintendent be and hereby is authorized to purchase **Dry Screened Abrasives** from the

following bidders meeting all specifications for **Item No. 1:**

Callanan Industries, Inc. \$ 9.45 per ton (South Bethlehem)
PO Box 15097
Albany, NY 12212-5097

Eric Dahlberg Const., Inc. \$ 5.33 per ton (\$7.20 per cubic yard)
696 Potter Mt. Road
Gilboa, NY 12076

BE IT FURTHER RESOLVED, that the Greene County Highway and Solid Waste Superintendent be and hereby is authorized to purchase **Washed Abrasives** from the following bidders meeting all specifications for **Item No. 2 - 6:**

Callanan (S. Bethlehem)	Item No. 2	\$ 17.75 per ton
Callanan (S. Bethlehem)	Item No. 3	\$ 21.75 per ton
Callanan (S. Bethlehem)	Item No. 4	\$ 17.95 per ton
Callanan (S. Bethlehem)	Item No. 5	\$ 23.00 per ton
Callanan (S. Bethlehem)	Item No. 6	\$ 27.00 per ton

BE IT FURTHER RESOLVED, that the Greene County Highway and Solid Waste Superintendent be and hereby is authorized to purchase **Dry Screened Abrasives** from the following bidders meeting all specifications for **Item No. 2 - 6:**

Callanan (S. Bethlehem)	Item No. 2	\$ 16.45 per ton
Callanan (S. Bethlehem)	Item No. 3	\$ 20.45 per ton
Callanan (S. Bethlehem)	Item No. 4	\$ 16.65 per ton
Callanan (S. Bethlehem)	Item No. 5	\$ 21.70 per ton
Callanan (S. Bethlehem)	Item No. 6	\$ 25.70 per ton

A certified copy of this resolution to be forwarded to the Greene County Highway and Solid Waste Superintendent, Greene County Treasurer, successful bidders, and all Village and Town Superintendents.

ATTACHMENTS:

- Abrasives Bid Tabulation 2024 (PDF)

Meeting History

09/09/24 Public Works **MOVED FOR ADOPTION**

RESULT:	MOVED FOR ADOPTION [UNANIMOUS]
MOVER:	Daryl Legg, Legislator
SECONDER:	Patricia Handel, Legislator
AYES:	Thorington, Martinez, Hobart, Handel, Legg, Linger, Luvera, Lennon
ABSENT:	Michael Bulich

09/16/24 Finance **MOVED FOR ADOPTION**

RESULT:	MOVED FOR ADOPTION [UNANIMOUS]
MOVER:	Thomas Hobart, Legislator
SECONDER:	Gregory Davis, Legislator
AYES:	Martinez, Hobart, Davis, Legg, Linger, Lennon
ABSENT:	Linda H. Overbaugh, Michael Bulich, Matthew Luvera

Current Meeting

09/18/24 Greene County Legislature

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 133-2024

OCTOBER 16, 2024

**RESOLUTION TO APPROVE OPENING OF A CREDIT ACCOUNT
WITH ADVANCE/CARQUEST AUTO PARTS STORE**

WHEREAS the Highway Superintendent wishes to purchase parts and materials at the lowest cost for the Highway Department.

RESOLVED the Town Board of the Town of New Baltimore authorizes the Highway Superintendent to submit the application to open an account with Advance/CARQUEST Auto Parts Store for parts and materials purchases.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 134-2024

OCTOBER 16, 2024

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 2024-10-01 to 2024-10-, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2024-10-01 to 2024-10-.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until November 30, 2024.