

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

MONDAY, SEPTEMBER 28, 2026

AGENDA

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

Pledge of Allegiance

Town Clerk

- Distribution of 2027 Tentative Budget to Town Board

Approval of Minutes:

- August 10, Town Board Regular Meeting Minutes
- August 28, 2026 Town Board Work Meeting Minutes

Parting Comments from retiring Councilperson Janet K. Kash

Public Comment Period

Reports

- Supervisor
- County Legislator Patrick Linger
- Highway Superintendent
- Town Clerk
- Historian

Committee Reports

- Animal Control
- Assessment
- Audit and Budget
- Buildings, Grounds & Recycling
- Cemeteries
- Code Enforcement Officer
- Communications
- Court
- Fire, EMS, & Law Enforcement
- Highway
 - Resolution to create one full-time laborer position for highway department at a pay rate of \$23.00 per hour; to be approved by the Teamsters Union as well.
 - Resolution to transfer, to two (2), separate, Highway Department budget lines, funds received by the Town from the New York State Department of Transportation (NYSDOT) to reimburse the Town for expenses it paid for the Complete Streets study conducted in 2024-2025

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

- Resolution to purchase twenty, 20-foot lengths of 15-inch, culvert pipe, to replace the pipe taken from the Highway stockpile for the emergency repair of Church Street following the severe, July rain storm.
- Resolution to appoint Highway Superintendent Alan Van Wormer as the Town's Parks and Cemetery Superintendent
- Resolution to approve attendance of all highway employees to the 2026 Greene County Highway Association Safety Days on Tuesday October 6, and Wednesday October 7th at a cost of \$10.00 per person. Half of the crew will go each day. The cost will not exceed \$70.00
- Resolution to create and name a private road off of Featherbed Lane
- Insurance
- Planning & Building Department
- Personnel
 - Resolution to appoint a temporary Building, Planning and Zoning (BPZ) clerk
 - Resolution to pay April Krein to act as a temporary consultant for Building, Planning and Zoning
- Seniors
- Technology/ Website
- Veterans and Memorials
- Wastewater Treatment
- Water
- Youth, Parks, and Recreation
- Zoning Board of Appeals

Upcoming Meetings and Events:

- Comprehensive Plan/Zoning Code Review Special Committee Meeting, October 7, 2026, 6:30 pm at the Cornell Hook & Ladder Fire House, Gill Road, New Baltimore
- ZBA Meeting, Wednesday, October 7, 2026, 7:00 PM
- Planning Board Meeting, Thursday, October 8, 2026, 7:00 PM
- Town Board Regular Meeting, Monday, October 14, 2026, 7:00 PM
- Town Board Work Meeting, Monday, October 28, 2026, 7:00 PM

Audit of Claims

- Resolution to Authorize the Supervisor to accept the Audit of Claims

Adjournment

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

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

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 entrance 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 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 and individuals attending the meeting, 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 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.

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

**RESOLUTION 134-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO CREATE ONE FULL-TIME, LABORER POSITION FOR THE HIGHWAY
DEPARTMENT**

Whereas several members of the Town Highway Department's crew have recently resigned;

Whereas being this close to winter, finding and hiring employees that already have Commercial Driver Licenses (CDL) has been unsuccessful;

Whereas it is essential to have as complete a highway crew, who are familiarized with our Town roads as possible in time for the heavier demands of winter weather on our roads;

Whereas a skilled laborer is able to plow snow with small trucks until they receive their CDL at which time they could transition to a large plow truck; and

Whereas hiring skilled laborers would help the Town to attract younger workers who can help with the work load and assist them in getting their CDL license through the Teamsters union; now, therefore, be it

Resolved, that the Town Board approves the creation of one, full-time position of "Laborer," for the Highway Department, at a pay rate of \$23.00 per hour and meeting the attached job description; and

Be it further Resolved; that the creation of this position, also shall be approved for use by the Town under the Town's contract with the Teamsters' Union.

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

GENERAL STATEMENT OF DUTIES: Performs a wide variety of tasks involving one or more of the skilled trades; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is a very broad class covering different types of work. Employees in this class may work as helpers to journeyman mechanics or other skilled tradesmen. Employees in this class may do skilled or semi-skilled work in addition to working as laborers. The employee will perform duties assigned to him/her by the Highway Superintendent or Deputy Highway Superintendent, and may involve the supervision of subordinate employees. The work is performed under general supervision.

EXAMPLES OF WORK: (Illustrative only)

Mowing;
Weed whacking; trims trees
Brush cutting and chipping;
Shoveling;
Raking;
Snow shoveling;
Traffic control; Takes traffic count on roads;
Assisting with winter snow removal;
Assist with mechanical repairs;
Operates motor equipment;
Cleans ditches and catch basins/culverts;
Structural repairs - minor plastering, carpentering;
Other similar/related duties requiring same skill set as deemed necessary by the Highway Superintendent or Deputy Highway Superintendent

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of the common practices, tools, terminology and accident precautions of one of the standard trades; ability to follow simple oral and written directions; willingness to do routine manual work; mechanical aptitude; manual dexterity; good physical condition.

MINIMUM QUALIFICATIONS: Graduation from a grade school course and one year of experience in one of the skilled trades; or any equivalent combination of experience and training sufficient to indicate ability to do the work.

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

**RESOLUTION 135-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO TRANSFER, TO TWO (2), SEPARATE, HIGHWAY DEPARTMENT BUDGET
LINES, FUNDS RECEIVED BY THE TOWN FROM THE NEW YORK STATE DEPARTMENT OF
TRANSPORTATION (NYSDOT) TO REIMBURSE THE TOWN FOR EXPENSES IT PAID FOR THE
COMPLETE STREETS STUDY CONDUCTED IN 2024-2025**

Whereas in preparation for winter, Highway Superintendent Alan Van Wormer determined that the highway Snow Removal Contractual Services budget line (DA5142.4), has a balance of \$1682.42;

Whereas there remains only a small amount of salt in the highway shed from last year that will not meet, beyond the needs of even a single, winter storm prior to the start of the 2027 budget;

Whereas the highway department's winter diesel fuel and gasoline also come from this same budget line and a number of loads of sand will also need to be purchased for use for potential ice storms; and

Whereas the total of \$93,138 from the NYSDOT reimbursement funds for the Complete Streets Study is currently deposited in the Highway, 'State Aid, Other,' (DA3089) budget line; now, therefore be it

Resolved, that \$30,000.00 will be transferred from said State Aid, Other budget line to the Highway Snow Removal Contractual Services (DA5142.4) budget line to cover anticipated shortfall in that line; and

Be it further Resolved that the remaining balance of \$63,138 will be transferred from said State Aid, Other budget line to the Highway Unappropriated Fund Balance (DA917).

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

**RESOLUTION 136-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO PURCHASE TWENTY, 20 FOOT LENGTHS OF 15 INCH CULVERT
PIPE, TO REPLACE THE PIPE TAKEN FROM THE HIGHWAY STOCKPILE FOR THE
EMERGENCY REPAIR OF CHURCH STREET IN THE HAMLET FOLLOWING THE
SEVERE, JULY RAINSTORM.**

Whereas twenty, 20-foot lengths of 15-inch, culvert pipe at \$206.40 per length will cost a total of \$4,128.00 if purchased from Pipes plus on State Contract, and

Whereas the total of \$4,128 exceeds the Superintendent's purchase limit of \$2,500 now, therefore, be it

Resolved that the Town Board authorizes Highway Superintendent Alan Van Wormer to purchase said culvert pipe to restore the Highway stockpile of pipes, used for typical Town, Highway Department work.

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

**RESOLUTION 137-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO APPOINT HIGHWAY SUPERINTENDENT ALAN VAN WORMER AS THE
TOWN'S PARKS AND CEMETERY SUPERINTENDENT**

Whereas it has been raised by residents to the Town Board our parks and cemeteries need repairs and greater oversight;

Whereas expenses related to repairs and maintenance of Town parks and cemeteries currently include use of Town Highway Department resources, including staff time and salaries, and contribute to depreciation of machinery; and

Whereas there currently is no person appointed to provide this required oversight and maintenance and access to funds to conduct required maintenance does not fall under the discretion of the Highway Superintendent, now, therefore, be it

Resolved, that the Town Board hereby appoints Highway Superintendent Alan Van Wormer to the title of Superintendent of Town Parks and Cemeteries.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE
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**RESOLUTION 138-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO APPROVE ATTENDANCE OF ALL HIGHWAY EMPLOYEES TO THE
2026 GREENE COUNTY HIGHWAY ASSOCIATION SAFETY DAYS ON TUESDAY
OCTOBER 6 AND WEDNESDAY OCTOBER 7TH**

Whereas the two-day event is an effort to raise awareness to safety issues and provide training for highway department workers across the county;

Whereas half of the Highway Department crew will attend the session on each day; and

Whereas the cost of attending the event is \$10.00 per person for a total cost, not to exceed \$70.00; and

Whereas the Town Board recognizes the importance of this training for all its Highway staff now, therefore, be it

Resolved that the Town Board authorizes all Highway Department employees to attend this Safety Day program.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE
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**RESOLUTION 139-2026
SEPTEMBER 28, 2026**

RESOLUTION TO CREATE AND NAME A PRIVATE ROAD OFF OF FEATHERBED LANE

Whereas the owner of the property extending opposite and off of Featherbed Lane plans to build three (3) homes on the separate parcels they own there;

Whereas the Greene County 911 Center has indicated that creating a private road that extends off of Featherbed Lane with its own name will be helpful in locating them in emergency situations;

Whereas the property owner has completed a request form to the Greene County 911 Center to issue three (3), unique, addresses/911 identification numbers to the parcels on the private road once its creation is approved by the Town Board; and

Whereas the property owner has chosen the name, "Reen" Road; now, therefore, be it

Resolved that the Town approves the creation of a private road named Reen Road, extending off of Featherbed Lane.

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE
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25 Volunteer Drive
Cairo, New York 12413
(518) 622-3643 Fax (518) 622-0572

ROAD NAMING APPLICATION
(PRIVATE ROADS AND DEVELOPMENTS)

PLEASE PRINT

RETURN COMPLETED APPLICATION TO THE ABOVE ADDRESS OR FAX NUMBER.

DATE: 9-22-26

ROAD TO BE NAMED IS IN THE (TOWN) VILLAGE OF: New Baltimore

NAME OF APPLICANT: Earl Martin IV

ADDRESS: 33 Wayne Dr. Coxsackie NY 12051

PHONE NUMBER OF APPLICANT: 845-391-7641

If the applicant is not the owner of the road, please attach written permission from each property owner with this application.

(IF DIFFERENT THAN ABOVE)

OWNER OF (ROAD) DEVELOPMENT: Earl Martin IV

ADDRESS OF OWNER: _____

PHONE NUMBER OF OWNER: _____

PROVIDE PARCEL IDENTIFICATION NUMBER: _____

PROVIDE GENERAL LOCATION OF ROAD (ATTACH DRAWING IF NECESSARY)

Across from 160 Featherbed Inc. → of #147

SUGGESTED NAME FOR ROAD: Keen Rd

ALTERNATE NAME #1 _____

ALTERNATE NAME #2 _____

SIGNATURE OF APPLICANT: 

(TOWN/VILLAGE USE)

ROAD NAME CHOSEN

BOARD APPROVAL
DATE

YES _____ NO _____

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE
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**RESOLUTION 140-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO APPOINT A TEMPORARY BUILDING,
PLANNING AND ZONING (BPZ) CLERK**

Whereas the Town's BPZ Clerk, April Krein, resigned her position as of August 20, 2026;

Whereas it is essential to assure that the work of the Building, Planning and Zoning Departments is covered until a new BPZ Clerk is hired; and

Whereas Councilperson Debra Sottolano has been filling in for the clerk; now, therefore, be it

Resolved that the Town Board approves the appointment of Town Councilperson Debra Sottolano to the position of Temporary BPZ Clerk, effective from the beginning of the last pay period at a rate of \$21.08 per hour and until the appointment of a permanent BPZ Clerk.

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

**RESOLUTION 141-2026
SEPTEMBER 28, 2026**

**RESOLUTION TO PAY APRIL KREIN TO ACT AS A TEMPORARY CONSULTANT
FOR BUILDING, PLANNING AND ZONING (BPZ)**

Whereas former Town BPZ Clerk April Krein has agreed to serve as a temporary consultant to provide guidance to maintain BPZ activities during the transition to a new BPZ clerk, now, therefore, be it

Resolved that the Town Board approves the payment of Ms. Krein to provide consultation service, not to exceed 15 hours, at a rate of \$21.08/hour, and effective from the beginning of the last Town pay period.

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

**RESOLUTION 142-2026
SEPTEMBER 28, 2026**

RESOLUTION TO AUTHORIZE SUPERVISOR TO PAY THE 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 2026-XX-XX to 2026-XX-XX; now, therefore, be it

Resolved, that the Supervisor is hereby authorized to pay claims 2026-XX-XX to 2026-XX-XX; and now;

Be it further resolved, that the Town Clerk will prepare an abstract and hold it for public review until October 31, 2026.