

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

**MARCH 9, 2026**

*Please silence cell phones while the meeting is in progress.*

**Pledge of Allegiance**

**Approval of Minutes**

- January 12, 2026 – Town Board Regular Meeting
- February 25, 2026 – Town Board Work Meeting

**Supervisor's Report**

**Public Comment**

**New Business:**

**Discussion Topics:**

- Update of Website
- Clarification of Rules pertaining to Resolution Voting
- Update on Special Committee for Review/revision of the Town Comprehensive Plan and Zoning Code
- Veteran's Luncheon
- Update on Technology including website and new Town Facebook page

**Resolutions:**

- Resolution To Authorize the Town Supervisor to make the final payment to MJ Engineering (MJ) for their contracted work on the Route 144 Traffic Study
- Resolution to Authorize the Town Supervisor to make payment #3 to Belamy Construction Company, Inc. for their contracted work to replace the New Baltimore Water District 2, water line
- Resolution to Authorize the Supervisor to accept an Offer of Settlement Alternative and to pay reduced fines to the New York State Department of Health for violations found at the water line replacement in New Baltimore Water District 2, Scheller Park Subdivision
- Resolution to Approve the request of the Town Highway Superintendent to open a Harbor Freight account for the purchase of commonly used tools and parts
- Resolution to require Town of New Baltimore Department Heads and Planning and Zoning Board of Appeals Chairs, to attend the Town Board Work Meetings held monthly.

**Approval of Minutes**

**Upcoming Community Events:**

- Sunday, March 22 ---- Veteran's Luncheon, 1:00 – 3:00  
Cornell Hook & Ladder Firehouse

**Upcoming Meetings:**

- Thursday, March 12, 2026 ----Planning Board Meeting, 7:00 PM
- Monday, March 23, 2026 ---- Town Board Work Meeting, 7:00 PM
- Wednesday, April 1, 2026 ---- Zoning Board of Appeals Meeting, 7:00 PM
- Thursday, April 9, 2026 ----- Planning Board Meeting, 7:00 PM

**Public Comment**

**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.

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**OPENING OF REGULAR MEETING**

Supervisor Taber opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Councilmembers Sottolano and Faul; Deputy Supervisor Stefanik; Deputy Town Clerk Diamond; Highway Superintendent VanWormer; Michelle Storm, Esq.; and 7 members of the public who signed the attendance book. Absent: Councilmembers Ferry and Kash; Town Clerk Finke

**ADOPTION OF MINUTES**

The Board was not able to complete review of the January and February minutes at this time.

**PUBLIC COMMENT**

**Rob VanEtten** addressed the Board regarding several agenda items including Resolution No. 59-2026 which would require all department heads to attend Work meetings. He has served on the Planning Board for several years, has only missed one meeting, requiring attendance at an additional monthly meeting would create scheduling conflicts, his yearly schedule was not planned around another meeting, other department heads may have the same situation, very inconsiderate of the Town Board to ask that, and it is not always possible to send someone else as he does not know their schedule. He also questioned the proposed transfer of \$150,000 from the General Fund to the Scheller Park Water District, he does not believe taxpayers would support using the General Fund for a specific water district, questioned whether it would be legal, and noted that the resolution did not indicate whether the funds would be repaid or how repayment would occur. He wanted the Town Attorney to address the matter and believed that residents in Scheller Park would want clarification as well. He questioned the proposed payment of \$20,000 to MJ Engineering for work related to Route 144 in the Hamlet and understood that the cost of the study would be covered by grant funding.

**Councilmember Sottolano** noted that the \$20,000 payment is for the study only expected to be funded 100% by State DOT, they made several errors in processing the reimbursement, she contacted them on a weekly basis, additional paperwork was filed as they originally stated they would pay 100% via invoices submitted through the system for reimbursement. Two months ago the Town was told that the paperwork was filed incorrectly through their management system, it has to go through the State Comptroller's Office, another resolution was adopted in November or December -- a State and Local Agreement -- and at the last meeting a document was signed related to women and veteran-owned business so that the contract could be submitted to the State Comptroller for approval. The final paperwork was submitted, the Town is currently waiting for confirmation that it has been approved, and then be repaid.

**Ann Marie Vadney** thanked the previous administration for its work, congratulated the newly elected officials, and asked for an update on the Route 144/Complete Streets project and whether the project was still being pursued.

**Councilmember Sottolano** responded that the Town has been working with DOT regarding grant funding, they advised to wait for the TAP grant announcement, in January she began filling out the application and determined it would not cover half of what was wanted and only covered sidewalks, they suggested a (TIP) grant which would make it similar to a DOT project, and another grant to cover the local 20% share. She would like another public meeting as the last meeting reduced the project based on public comments.

**Ann Marie Vadney** asked about the estimated cost of the project.

**Councilmember Sottolano** stated that the revised estimate is approximately \$5-\$7 million, the original estimate had been significantly higher.



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leaving a balance of \$150,000 and another \$20,000.

Ann Marie Vadney questioned if borrowing from the General Fund was legal, residents should know what is going on, and repayment should be mentioned in the resolution, and there are restrictions on what can be done with the General Fund.

Councilmember Sottolano indicated that the resolution could be modified to clarify that point.

### NEW BUSINESS

Councilmember Faul stated that the current Town website is operating on an obsolete web server outdated in 2023, the server is no longer supported, the website software will no longer be updated and is not receiving security fixes which can create a security risk, and the need for an immediate update. A resolution to upgrade the web server and website software to the current version will be discussed later in the meeting. There is a smaller issue involving the water treatment plant computer, which had a permissions problem affecting the Excel program, ITS responded quickly and corrected the issue. The Town will need to address longer-term website improvements to comply with the accessibility requirements for individuals with disabilities by April 2027. The Town intends to review software options and website platforms that are better supported and more compliant, with the goal to complete the improvements within 1-1½ years. The pricing of software options appears to be comparable to the current cost for IT services.

**New Baltimore Town Board Meeting**  
February 25th, 2026

**Report from Technology and Town Website Committee**

The town's website and the town's administrative software are not close to the Town's biggest expense, but, with planning and the right Town software, the Town has an opportunity to polish its image and reduce labor.

The technology and website committee has worked on the following issues over the last two weeks:

1. A survey of website solutions used by neighboring communities in order to obtain a better understanding of solutions, to identify contacts with expertise, and to learn price points.
2. The renewal of the current Town website due to Joomla! Version 3's end of life. (Joomla! is the software library and tool set upon which the Town's website is built. Joomla! Version 3 is deployed on servers running Microsoft IIS software Version 7 and 8. These server software Versions are no longer supported with security updates and bug fixes.)
3. The requirements imposed by compliance with the new ADA requirements for smaller towns starting in April 2027.
4. Expanded access to the Town website for uploading documents, such as meeting agenda, modifying information such as the names of town officers, and updating news alerts, such as the time and place of upcoming meetings.

The survey of local website solutions will be made available upon request to those in the community.

The firm ITS, the Town's current website provider, will work with New Baltimore to update the Town's website to Joomla! Version 6 on servers running Microsoft IIS software Versions 10 and 11. At the least, some improvements to the websites design and functionality will be made with the upgrade. Additional website improvements are being discussed and evaluated and will be reported and will be voted on in future Town meetings.

The town's response to the new ADA requirements will be made at a later date once solutions for minimal compliance are established.

This morning, ITS helped Debra Sottolano and David Faul, both members of the Town Council, obtain access to the Town's website. The Town Clerk, Barbara Finke, will, of course, retain her access to the Town website.

#### **CEMETERY REPORT**

**Councilmember Faul** stated that there are 41 cemeteries within the Town limits, 8 of which are maintained by the Highway Department, mowing once or twice a month with attention prior to holidays such as Memorial Day, the Fourth of July, and Veterans Day. Several cemeteries are accepting new burials including the Staco Cemetery, Medway Church Cemetery, the Grapeville Cemetery, and a cemetery off Route 54 near the Hilscher property. Two burials of cremated remains are expected to occur once weather conditions permit, the original plot map for the Medway Church Cemetery is missing, the map had been provided to the Town prior to transferring ownership, and it was later sent to the Town's law firm during the acquisition process. The documents were returned to the Town and has not yet been located which creates a situation when determining available plots and that burials are properly placed. Sexton Art Byas has determined that the fee schedule previously adopted for cemetery-related services, including grave openings and monument permit reviews, does not appear to cover the actual cost of providing those services and the Town Board will need to review and address the fee structure. He thanked Jessica Diamond, Art Byas, Cless Bush, and Ted Hilscher for providing the documents and information on the Town cemeteries.

#### **VETERANS REPORT**

**Supervisor Taber** stated that invitations had recently been mailed to residents for the Town's annual Veteran's luncheon which will be held on Sunday, March 22, from 1:-3 PM at the Cornell Hook & Ladder Fire Company on Gill Road.

**Ellie Alfeld** clarified that the invitation is extended not only to veterans but also to their families.

#### **COMPREHENSIVE PLANNING COMMITTEE**

**Councilmember Sottolano** reminded the Board and the public that a resolution had recently been adopted establishing a special committee to review the Town's Comprehensive Plan and the Zoning Code. She stated that information about the committee has been posted on the Town website and that residents who are interested in serving may submit their interest by email or by contacting the Town Clerk. She also noted that a deadline of March 30 was set for residents to express interest in participating. She further explained that it has been approximately 16 years since either the Comprehensive Plan or the Zoning Code has been updated and that the purpose of the committee will be to review the documents and consider revisions or clarifications based on issues that have arisen over time.

#### **SENIORS**

**Ellie Alfeld** asked the Board the status of the annual Senior picnic, it had been held for many years with as many as 80 attendees, she had previously served on the committee that organized the event, a holiday luncheon was created with Town support, and these events were important for senior residents, particularly those who may not otherwise have regular interaction with others. She expressed concern that Seniors should continue to be considered when Town events are planned and that she would be willing to assist with organizing the picnic if it had not yet been scheduled.

**Supervisor Taber** responded that she was not aware of any decision to discontinue the event and asked when the picnic is typically held.

**Ellie Alfeld** stated that it was generally scheduled based on weather and had previously been held at Hallock Park and she would be willing to help with the planning.

#### **FACEBOOK**

**Deputy Supervisor Stefanik** explained that the Town had attempted to use the existing Facebook page which could not be updated by the current administration, a new Facebook page was created to share information like severe weather, meeting cancellations, agendas and notices about Town events. It was noted that not all residents use Facebook or computers, the Facebook page is intended to be one

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Draft 3/23/2026  
Adopted 5/28/26

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method of communication, the Town is looking to link the Facebook page to the Town website when website updates are completed, and additional ways of reaching residents will continue to be considered.

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RESOLUTION 59-2026

RESOLUTION TO REQUIRE TOWN OF NEW BALTIMORE DEPARTMENT HEADS  
AND PLANNING AND ZONING BOARD OF APPEALS CHAIRS, TO ATTEND THE  
TOWN BOARD WORK MEETINGS HELD MONTHLY

Whereas the Board of the Town of New Baltimore wishes to provide the Board members and residents of the town with greater access and opportunity to hear reports, updates, issues, projects and answers to questions and clarifications directly from the Leads of the following Town Departments and Boards: Assessment, Buildings/Code Enforcement, Planning Board, Zoning Board of Appeals, Highway/Emergency Management and Waste Water Treatment; and

Whereas the Lead of a given Department or Board Chair may be unavailable to attend a given meeting, they may assign their deputy, foreman or clerk to appear on their behalf at that meeting; now, therefore, be it

*Resolved* that the Town Board of the Town of New Baltimore hereby requires the heads and or chairs of the aforementioned Town Departments and Boards to attend the monthly Town Board Work Meetings and be prepared to provide the aforementioned information, beginning with the April 27, 2026 meeting.

**Supervisor Taber** determined that the resolution would be tabled until the next meeting. No votes were conducted. **Resolution Tabled.**

**Highway Superintendent Alan VanWormer** stated that approximately \$52,000 had already been paid from Highway funds to MJ Engineering, the total amount paid is ----- which includes a recent \$20,000 payment, and the Town is still awaiting reimbursement.

**Councilmember Sottolano** noted that the cost was closer to \$76,000.

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RESOLUTION 56-2026

RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO MAKE PAYMENT #3  
TO BELLAMY CONSTRUCTION COMPANY, INC. (BELLAMY) FOR THEIR  
CONTRACTED WORK TO REPLACE THE NEW BALTIMORE WATER DISTRICT 2  
WATER LINE

Whereas the Town of New Baltimore contracted with Bellamy to replace the one-hundred, year- old water line, extending from the perimeter of the NY S thruway, crossing route 9W and supplying the Town's Water District 2, Scheller Park Subdivision; and

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Whereas Bellamy submitted an invoice on 11/30/2025 for payment #3 in the amount of \$150,150 for contract work completed 9/1/2025 – 11/30/2025; now, therefore, be it

Resolved that the Town Supervisor is authorized to issue a check to Bellamy in the amount of \$150,150 from the Town's General Fund to make the aforementioned payment.

**Supervisor Taber** determined that the resolution would be tabled until the next meeting. No votes were conducted. **Resolution Tabled.**

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE**  
**MARCH 9, 2026**  
**RESOLUTION 55-2026**

**RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO MAKE THE FINAL  
PAYMENT TO MJ ENGINEERING (MJ) FOR THEIR CONTRACTED WORK ON THE  
ROUTE 144 TRAFFIC STUDY**

Whereas MJ has submitted its final invoice for the work to be done under contract with the Town of New Baltimore for the Route 144 Road Conditions and Traffic Study, and proposed recommendations for Complete Streets based remediation; and

Whereas the New York State Department of Transportation will be reimbursing the Town of New Baltimore for all costs related to invoices paid by the Town for the Study; now, therefore, be it

Resolved, that the Town Supervisor is authorized to issue a check from the Town's General Fund in the amount of \$20,000 to MJ to make the final payment of the aforementioned contract.

**Supervisor Taber** determined that the resolution would be tabled until the next meeting. No votes were conducted. **Resolution Tabled.**

**RESOLUTION 57-2026**

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO ACCEPT AN OFFER OF  
SETTLEMENT ALTERNATIVE AND TO PAY REDUCED FINES TO THE NEW YORK  
STATE DEPARTMENT OF HEALTH (NYSDOH) FOR VIOLATIONS FOUND AT THE  
WATER LINE REPLACEMENT IN NEW BALTIMORE WATER DISTRICT 2,  
SCHELLER PARK SUBDIVISION**

Whereas the NYSDOH determined that two violations of the State Sanitary Code (10 NYCRR) occurred during the water main replacement work in Water District 2;

Whereas the first violation, occurring on June 12, 2025, was related Section 5-1.22 (a) of the code in that unapproved modifications were made to the public water system beginning on that date, and incurring a fine of \$2,000;

Whereas the second violation, occurring on December 5, 2025, was related to Section 5-1.22 (d) of the code in that the unapproved water main modification was placed into service without the approval of the NYSDOH, and incurring a fine of \$2,000, for a total of \$4,000 for the two fines; and



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Highway Superintendent Van Wormer clarified that the funds would be used to purchase tools and parts directly, rather than from retailers such as Napa or Lowe's.

Denis Jordan noted that this detail was not included in the original resolution.

Councilmember Sottolano proposed amending the resolution to clarify that the spending limit aligns with the petty cash policy.

Motion by Councilmember Faul to accept as amended with a limit of \$2,500.00, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul

NAYS:

ABSTAIN:

ABSENT: Ferry, Kash

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

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RESOLUTION 60-2026

**RESOLUTION TO AUTHORIZE THE SUPERVISOR OF THE TOWN OF NEW BALTIMORE TO SIGN AN AGREEMENT WITH INTELLIGENT TECHNOLOGY SOLUTIONS, INC (ITS) TO PROVIDE AN EMERGENCY SOFTWARE AND SERVER UPGRADE OF THE TOWN WEBSITE**

Whereas, the web server supporting the Town website is no longer supported by the server manufacturer and is, therefore, scheduled to cease operation in a few weeks;

Whereas, the software tools used for both the creation and the maintenance of the website are no longer updated in response to internet security threats and programming errors (bugs);

Whereas, the Town website and the information stored therein are insecure due to the obsolescence of the web server and the software tools used for the website;

Whereas, these upgrades are urgent and, therefore, constitute an emergency;

Whereas, ITS, has agreed to perform these emergency upgrades, including the upgrade of the web server to Microsoft IIS Version 10 and the supporting website software to Joomla! Version 6; and

Whereas, ITS has provided a cost estimate of \$1,849.00 to make the emergency upgrades and stated that the estimate is a moderate assessment of the time required to deliver the upgrades that are necessary to address the key objectives; now, therefore, be it

Resolved that the Supervisor is authorized to sign the aforementioned agreement with ITS to accomplish the emergency upgrades to the Town of New Baltimore website.

Motion by Councilmember Sottolano, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul

NAYS:

ABSTAIN:

ABSENT: Ferry, Kash

Motion Carried

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TOWN OF NEW BALTIMORE, COUNTY OF GREENE

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RESOLUTION 61-2026

**RESOLUTION TO AUTHORIZE THE TOWN CLERK TO ATTEND THE NEW YORK  
STATE TOWN CLERKS ASSOCIATION 2026 ANNUAL CONFERENCE AS A  
COMMUTER IN COLONIE, NEW YORK**

Whereas the New York State Town Clerks Association will be holding their 2026 Annual Conference from April 19-22, 2026 at the Crowne Plaza-Desmond; now, therefore, be it.

Resolved, that Town Clerk Barbara Finke is authorized to attend said Conference as a commuter at a cost of \$125 for registration.

Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul

NAYS:

ABSTAIN:

ABSENT: Ferry, Kash

**Motion Carried**

**Upcoming Community Events:**

Sunday, March 22 ---- Veteran's Luncheon, 1:00 – 3:00  
Cornell Hook & Ladder Firehouse

**Upcoming Meetings:**

Thursday, March 12, 2026 ---Planning Board Meeting, 7:00 PM  
Monday, March 23, 2026 ---- Town Board Work Meeting, 7:00 PM  
Wednesday, April 1, 2026 ---- Zoning Board of Appeals Meeting, 7:00 PM  
Thursday, April 9, 2026 ----- Planning Board Meeting, 7:00 PM

**PUBLIC COMMENTS**

None

**Audit of Claims**

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 62-2026  
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**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 2026-03-01 to 2026-03-38, it is

**RESOLVED** that the Supervisor is hereby authorized to pay claims 2026-03-01 to 2026-03-38.

**BE IT FURTHER RESOLVED** that the Town Clerk will prepare an abstract and hold it for public review until April 30, 2026.

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Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul

NAYS:

ABSTAIN:

ABSENT: Ferry, Kash

**Motion Carried**

General \$19,179.02, Highway \$6,261.95, Sewer 1 \$3,012.69, Sewer 2 \$44.22, Water 2 \$21,393.86, Lighting 1 \$1,965.95, Lighting 2 \$298.06, Total \$52,155.75

**Adjournment**

Motion by Supervisor Taber seconded by Councilmember Faul, the meeting was adjourned at 8:58 PM

AYES: Taber, Sottolano, Faul

NAYS:

ABSTAIN:

ABSENT: Ferry, Kash

**Motion Carried**

Respectfully Submitted,

Barbara M. Finke RMC CTO  
Town Clerk