

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

SEPTEMBER 14, 2026

AGENDA

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

Pledge of Allegiance

Approval of Minutes:

- May 11, 2026 Meeting Minutes

Supervisor's Report

Public Comment Period:

Old Business: None

New Business:

- **Resolutions:**
 - Resolution for the Town Board to accept the resignation of Town Councilmember Janet K. Kash from the New Baltimore Town Board
 - Resolution to authorize the Town Assessor to appoint a temporary, part-time data collector
 - Resolution to authorize the Town Supervisor to pay for the printing of the September, 2026, Town of New Baltimore, newsletter
 - Resolution to authorize the Town Supervisor to pay for the mailing of the September, 2026, Town of New Baltimore, newsletter
 - Resolution for the Town Board to authorize Town of New Baltimore court clerks, each to attend the New York State Association of Magistrates Court Clerks (NYS AMCC) joint annual conference, September 27–30, 2026
 - Resolution for the Town Board to authorize the Supervisor to hire Delaware Engineering to manage and complete the emergency replacement of the Town Hall roof
 - Resolution for the Town Board to authorize the Supervisor to hire Delaware Engineering to manage the replacement of the Town Hall roof gutters
 - Resolution for the Town Board to authorize the Town Supervisor to buyout the leases of the Town computers, currently under lease from Intelligent Technology Solutions (ITS) of Coxsackie
 - Resolution to authorize the Town Highway Superintendent to purchase mulch needed at two (2) Town of New Baltimore parks
 - Resolution to authorize the Town Highway Superintendent to appoint applicant as a Heavy motor equipment operator
 - Resolution for the Town Board to authorize the Town Supervisor to pay for the purchase of a compact, high-performance milling tool
 - Resolution to Authorize the Town Court to Apply for a Justice Court Assistance Program Grant in the 2026-2027 Cycle

Upcoming Meetings:

- Town Board Work Meeting, September 28, 2026 at 7:00 pm, New Baltimore Town Hall
- Zoning Board of Appeals Meeting, October 7, 2026 at 7:00 pm New Baltimore Town Hall
- Comprehensive Plan/Zoning Board Review Special Committee (CPZ),

October 7, 2026 at 6:30 pm; location to be determined and postings will be made prior to the meeting once finalized

- Planning Board Meeting, October 8, 2026 at 7:00 pm, New Baltimore Town Hall
- Town Board Regular Meeting, October 14, 2026 at 7:00 pm, New Baltimore Town Hall
- Town Board Work Meeting, October 26, 2026 at 7:00 pm, New Baltimore Town Hall

Audit of Claims

- o Resolution to authorize the Supervisor to pay the audited 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 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. 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 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 *****

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OPENING OF THE MEETING

Supervisor Taber opened the meeting at 7:00 pm and the Pledge of Allegiance was said. Also attending Councilmembers Faul, Ferry, Sottolano; Deputy Supervisor Stefanik; Deputy Town Clerk Diamond; Highway Superintendent VanWormer; 9 members of the public who signed the attendance book. Absent: Councilmember Kash; Michelle Storm, Esq.; Town Clerk Finke

RECOGNITION OF COUNCILMEMBER SHELLY VAN ETEN

Supervisor Taber recognized Shelly VanEtten for her years of dedicated service to the Town of New Baltimore. The Board highlighted her numerous contributions to the community and held a moment of silence in her honor.

APPROVAL OF MINUTES

Meeting Minutes from May 11, 2026

Motion to accept the minutes made by Supervisor Taber, seconded by Councilmember Sottolano.

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

NEW BUSINESS

Councilmember Faul acknowledged BethAnn Woodhull's anguish about the time it took to re-grade and landscape her mother's grave at Medway Grapeville Congregational Church. Councilmember Faul will schedule a date to meet with Ms. Woodhull and Sexton Art Byas to discuss responsibilities of each party and any concerns for the future. Highway Superintendent VanWormer questioned where the burial contractor's responsibilities end and the Town's begin. Councilmember Faul questioned if the Town has a backup contractor in the event that Rob VanEtten is unable to provide services. Deputy Supervisor Stefanik stated that the process is new for the Town and it will be an ongoing process of learning. Ellie Alfeld offered that Highway Superintendent VanWormer may be able to make use of the newly purchased equipment. The Supervisor requested Councilmember Faul to schedule a meeting Art Byas to firm up details and provide a phone number for residents to call with questions or concerns.

RESOLUTION 121 - 2026
SEPTEMBER 14, 2026

**RESOLUTION FOR THE TOWN BOARD TO ACCEPT THE RESIGNATION OF
TOWN COUNCILMEMBER JANET K. KASH FROM THE NEW BALTIMORE TOWN
BOARD**

Whereas, Town Councilmember Janet K. Kash has submitted her official resignation from the New Baltimore Town Board, effective immediately following the close of the Town Board Work Meeting on September 28, 2026;

Whereas, the official notice of the resignation of Town Councilmember Kash was properly submitted to Town Clerk Barbara Finke and Supervisor Denise Taber on September 12, 2026; and

Whereas, Town Councilmember Kash is addressing significant personal and family health issues, which now demand her undivided attention; now, therefore, be it

Resolved, that the Town of New Baltimore accepts the resignation of Town Councilmember Kash, with efforts to appoint a person to fulfill the duties of her unexpired term, which runs through December 31, 2027, in the near future.

Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

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ABSENT: Kash
Motion Carried

RESOLUTION 122 - 2026
SEPTEMBER 14, 2026

**RESOLUTION TO AUTHORIZE THE TOWN ASSESSOR TO APPOINT A
TEMPORARY, PART-TIME DATA COLLECTOR/CLERK FOR THE OFFICE OF THE
TOWN ASSESSOR**

Whereas the Assessor for the Town of New Baltimore seeks to undertake collection of data to ensure that any additional assessed value that is due to the Town based on completion of any portion of work under currently open, building permits, while waiting for a Certificate of Occupancy (C/O) or Certificate of Completion (C/C);

Whereas the Assessor has identified a large number of issued building permits in need of review for possible increase in assessment value;

Whereas the inspection of buildings with said open permits that could have a partial assessed value will include visiting the sites and updating the photos of all permits issued; and

Whereas Ms. Marilyn Peters has completed the required New York State, Department of Tax and Finance, 30-hour, Data Collector training, now, therefore, be it

Resolved, that the Town Board authorizes Town Assessor Dawn Derosé, to appoint Ms. Marilyn Peters to the position of temporary, part-time Clerk for period of eleven weeks, at a rate of \$20.00 per hour for up to 10 hours per week, payable biweekly, plus gas and mileage expenses.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Councilmember Sottolano explained the Data Collector duties and benefits to the Town.

RESOLUTION 123 - 2026
SEPTEMBER 14, 2026

**RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO PAY FOR THE
PRINTING OF THE SEPTEMBER, 2026, TOWN OF NEW BALTIMORE,
NEWSLETTER**

Whereas the Town of New Baltimore has developed a newsletter to be shared with all Town residents describing ongoing projects, providing guidance and announcing key dates to be aware of and upcoming events;

Whereas the Town considers it to be essential to assure that all Town residents have easiest access to this information by direct delivery of a hard copy of the newsletter to their homes; and

Whereas having the newsletter printed by external printing company, Shufelt Group, LLC, at a total cost of \$2,108 is a cost savings over printing in house in terms of staff time, supplies of paper and ink, and excessive depreciation and monopolizing the use of the Town printer for several days; now, therefore, be it

Resolved that Supervisor Denise Taber is authorized to pay Shufelt Group, LLC to print the needed 1350 copies of the September, 2026 Town of New Baltimore newsletter.

Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

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ABSENT: Kash
Motion Carried

RESOLUTION 124 - 2026
SEPTEMBER 14, 2026

**RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO PAY FOR THE
MAILING OF THE SEPTEMBER, 2026, TOWN OF NEW BALTIMORE,
NEWSLETTER**

Whereas the Town of New Baltimore has developed a newsletter to be shared with all Town residents describing ongoing projects, providing guidance and announcing key dates to be aware of and upcoming events;

Whereas the Town considers it to be essential to assure that all Town residents have easiest access to this information by direct delivery of a hard copy of the newsletter to their homes; and

Whereas the Town Supervisor and Deputy Supervisor have researched mailing costs and determined the Town can gain a tremendous savings over past newsletter mailings done at the first-class rate, by mailing the newsletter at the bulk mail rate and as well, taking advantage of the not-for-profit status of the Town; and

Whereas this total represents a savings of \$600.82 over what would have been the first-class postage of \$1,107 (currently \$0.82/mailing), if the Town had continued to mail the newsletters via first class postage as was done in the past now, therefore, be it

Resolved that Supervisor Denise Taber is authorized to pay for the direct mailing of the September, 2026 Town of New Baltimore newsletter at a total cost to the Town of \$506.18 (\$0.38 per newsletter).

Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

RESOLUTION 125 - 2026
SEPTEMBER 14, 2026

**RESOLUTION FOR THE TOWN BOARD TO AUTHORIZE THE SUPERVISOR TO
HIRE DELAWARE ENGINEERING TO MANAGE AND COMPLETE THE
EMERGENCY REPLACEMENT OF THE TOWN HALL ROOF**

Whereas recent heavy rainfall the Town of New Baltimore experienced in August 2026 roof leaks have developed that are evident by ceiling staining in the meeting room in two separate areas and the Town of New Baltimore is looking to perform full roof replacement as an emergency action to address the roof prior to the onset of winter; and

Whereas Delaware Engineering has provided an estimate to provide Architectural and Construction Administration services for the design, documentation, and construction-phase of roof replacement on the existing Town Hall at a not to be exceeded cost of \$10,500; now, therefore, be it

Resolved, that the Town Board authorizes Town Supervisor Denise Taber to sign an emergency contract with Delaware Engineering to complete the emergency roof repairs.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

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Councilmember Faul commented that Delaware Engineering would be acting as a General Contractor to provide specifications for sending out bid requests to roofing companies to bid on the job.

RESOLUTION 126 - 2026
SEPTEMBER 14, 2026

RESOLUTION FOR THE TOWN BOARD TO AUTHORIZE THE SUPERVISOR TO HIRE DELAWARE ENGINEERING TO MANAGE THE REPLACEMENT OF THE TOWN HALL ROOF GUTTERS

Whereas per Resolution 125-2026 explains the necessity for emergency roof replacement;

Whereas part of the emergency contract scope for said roof replacement the existing gutters will need to be removed.;

Whereas the existing roof gutters would require replacement even if the existing roofing was not to be replaced due to leaks, inadequate slopes, and inappropriate discharge locations, causing severe ice buildup on the handicapped ramp and walkway;

Whereas Delaware Engineering has provided an estimate to provide Architectural and Construction Administration services for the design, documentation, and construction-phase of roof replacement on the existing Town Hall at a cost of \$4,500; and

Whereas the intended contractor's scope of work will be below the \$35,000 local municipal procurement for public works threshold under which competitive bidding is not required, pursuant to Section 103 of the NYS General Municipal Law (GML); now, therefore, be it

Resolved that the Town Board authorizes Town Supervisor Denise Taber to hire Delaware Engineering to complete the replacement of the Town Hall roof gutters.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

RESOLUTION 127 - 2026
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RESOLUTION FOR THE TOWN BOARD TO AUTHORIZE TOWN OF NEW BALTIMORE COURT CLERKS, EACH TO ATTEND THE NEW YORK STATE ASSOCIATION OF MAGISTRATES COURT CLERKS (NYS AMCC) JOINT ANNUAL CONFERENCE, SEPTEMBER 27–30, 2026

Whereas the NYS AMCC is holding its annual, joint conference on September 27-30, 2026 in Albany, NY; now, therefore, be it

Resolved that the Town Board authorizes Town of New Baltimore Court Clerks Lynne Wallace and Asia Irizarry Decker to attend the aforementioned conference at a total cost of \$572 (\$286 per person for registration and commuter meals) plus fuel/mileage reimbursement at the Federal rate of 76¢ per mile, effective July 1, 2026 – December 31, 2026.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

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RESOLUTION 128 -2026
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**RESOLUTION FOR THE TOWN BOARD TO AUTHORIZE THE TOWN SUPERVISOR
TO BUYOUT THE LEASES OF THE TOWN COMPUTERS, CURRENTLY UNDER
LEASE FROM INTELLIGENT TECHNOLOGY SOLUTIONS (ITS) OF COXSACKIE**

Whereas nine (9) computers used by Town staff at the Town Hall, Highway Garage and Waste Water Treatment Plant have, to date, been rented from ITS;

Whereas buying out the computer leases at a cost of \$5,692.50 will save the Town the additional \$3,622.50 in finance charges it would have paid to continue the lease;

Whereas the buyout cost of \$5,692.50 is below the purchase limit of \$20,000 under which competitive bidding is not required as prescribed in Section 103 of the NYS General Municipal Law;

Whereas the current market value and cost to purchase these computers continues to rise; now, therefore, be it

Resolved that the Town Board authorizes Town Supervisor Denise Taber, to buyout the computer leases from ITS at the aforementioned cost of \$5,692.50.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Residents questioned who will maintain and update the computers and were assured that ITS will continue to provide maintenance and updates

RESOLUTION 129 - 2026
SEPTEMBER 14, 2026

**RESOLUTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO PURCHASE
MULCH NEEDED AT TWO (2) TOWN OF NEW BALTIMORE PARKS**

Whereas a purchase of 200 yards of playground mulch is needed to fill District 1, Wyche Park, and all of District 2, Cecil C. Hallock Memorial Park;

Whereas, the intended seller's cost for purchase of the mulch is below the \$20,000 local municipal procurement purchasing threshold under which competitive bidding is not required as prescribed in Section 103 of the NYS General Municipal Law;

Whereas in good faith effort to purchase quality mulch at a lower price, three (3) bids were obtained; one from WM Biers for \$39/yd, a verbal bid from Halsted for \$41/yd and the other from SM Gallivan for \$31/yd; and

Whereas the SM Gallivan bid was a substantially lower bid and without delivery/fuel charges; now, therefore, be it

Resolved that the Town Board authorizes Highway Superintendent Alan Van Wormer to purchase the 200 yards of playground mulch from SM Gallivan at a total cost of \$6,200.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

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RESOLUTION 130 - 2026
SEPTEMBER 14, 2026

**RESOLUTION TO AUTHORIZE THE TOWN HIGHWAY SUPERINTENDENT TO
APPOINT APPLICANT AS A HEAVY MOTOR EQUIPMENT OPERATOR TRAINEE**

Whereas Town of New Baltimore Highway Superintendent Alan Van Wormer has received an application from Town resident Walter R. Carkner for the non-competitive, appointment position of Heavy Motor Equipment Operator Trainee;

Whereas Mr. Carkner has extensive equipment operating experience, and is currently a construction foreman at his current job, and is eager and willing to earn a Commercial Driver License (CDL); and

Whereas the Teamsters Union will provide the CDL training at no cost to the Town; now, therefore, be it

Resolved that the Town Board authorizes the Town Highway Superintendent to appoint Mr. Carkner to the position of Heavy Motor Equipment Operator at a rate of \$25.04/hour; and now

Be it further resolved, that Mr. Carkner will be granted 12 months to successfully complete the CDL training and obtain his license at a pay rate of \$25.04 per hour.

Motion by Supervisor Taber, seconded by Councilmember Ferry

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Resident Nick Delisanti expressed that “trainee” would need to be added to the resolution description as the applicant does not actually have a CDL yet.

Councilmember Sottolano agreed to add “trainee” to the description.

Highway Superintendent VanWormer added that the Town would cover the cost of CDL training.

RESOLUTION 131 - 2026
SEPTEMBER 14, 2026

**RESOLUTION FOR THE TOWN BOARD TO AUTHORIZE THE TOWN SUPERVISOR
TO PAY FOR THE PURCHASE OF A COMPACT, HIGH-PERFORMANCE MILLING
TOOL**

Whereas Highway Superintendent Alan Van Wormer successfully won a bid on Auction International for a 2016; in excellent condition with an expected lifetime of 15 years; 24-inch, Bobcat hydraulic fast cut cold planar attachment on for a bid of \$2475, within his Procurement Plan discretionary limit of \$2500;

Whereas the aforementioned milling tool is designed to cut and mill concrete and asphalt and grind out areas of roads in need of repair prior to adding new blacktop, and is also used to rebate the ends of driveways prior to paving a road so the new pavement lines up with resident driveways. The milling tool is valuable for use in roadway situations like the recent damage to Main, Church and other Town streets and roadways resulting from the recent severe rainstorm;

Whereas the Auction International Buyer’s Premium of 12.77% adds a cost of \$316.06 to the bid price for a purchase total of \$2722.50, which is below the purchase

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limit of \$20,000 that does not require competitive bidding, pursuant to Section 103 of the NYS General Municipal Law (GML); and

Whereas in a good faith effort to acquire the equipment for the lowest price, Superintendent Van Wormer received two quotes for a milling tool from local equipment businesses; one for \$10,000 and the other from for \$12,000; far above the auction price. Used and new purchase prices for this milling tool generally range from \$8,100 - \$31,995; now, therefore, be it

Resolved that the Town Board authorizes Highway Superintendent Alan Van Wormer to pay for the purchase of said milling tool.

Motion by Supervisor Taber, seconded by Councilmember Faul

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Councilmember Faul asked about the age of the equipment, how many years of life the Town should expect to get out of the equipment and how much service will it need.

Highway Superintendent VanWormer responded that the equipment is from 2016, the Town will easily get another 15 years out of it and there is very little maintenance required.

RESOLUTION 132 - 2026
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RESOLUTION TO AUTHORIZE THE TOWN COURT TO APPLY FOR A JUSTICE COURT ASSISTANCE PROGRAM GRANT IN THE 2026-2027 CYCLE

Whereas the New Baltimore Town Court wished to apply for a grant for digitizing Court document;

Resolved the Town Board authorizes the New Baltimore Town Court to apply for a JCAP grant in the 2026-2027 grant cycle up to \$30,000.

Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Court Clerk Wallace explained that this grant would allow the Town Court to finish digitizing Court documents.

RESOLUTION 133 - 2026
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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 2026-09-01 to 2026-09-32; now, therefore, be it

Resolved, that the Supervisor is hereby authorized to pay claims 2026-09-01 to 2026-09-32; and now;

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

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Motion by Supervisor Taber, seconded by Councilmember Sottolano

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Motion to Adjourn

Meeting adjourned at 7:46 pm. Motion to Adjourn made by Councilmember Sottolano, seconded by Councilmember Faul.

AYES: Taber, Sottolano, Faul, Ferry

NAYS:

ABSTAIN:

ABSENT: Kash

Motion Carried

Respectfully Submitted,

Jessica Diamond
Deputy Town Clerk