

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

APRIL 14, 2025

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Adoption of Minutes

- March 24, 2025 Town Board Work Meeting

Public Comment Period

New Business

- Resolution to Authorize the Town Supervisor to Sign Agreements for New Computer Leases
- Resolution to Authorize the Town Supervisor to Sign an Agreement to Extend Computer Lease
- Resolution to Authorize the Town Supervisor to Sign an Agreement for Cyber Security Services
- Resolution to Approve Shared Services Agreement Between the Town of New Baltimore and the Town of Coeymans
- Resolution to Approve Shared Services Agreement Between the Town of New Baltimore and the Village of Ravena
- Resolution to Authorize Use of Town Highway Truck for Display at PBC Elementary School PTO Touch-A-Truck Event
- Resolution to Approve Paving Bid for Town Roads Per Highway 284 Agreement
- Resolution to Authorize Improvements at Cornell Park
- Resolution to Authorize the Town Supervisor to Sign a Contract for Tree and Brush Removal at the Wastewater Treatment Plant
- Resolution to Appoint Temporary Emergency Full-Time Deputy Town Clerk, Deputy Registrar of Vital Statistics, and Records Management Clerk
- Audit of Claims

Upcoming Meetings

- April 28, 2025 Town Board Work Meeting at 7 PM
- May 7, 2025 Zoning Board of Appeals Meeting at 7 PM
- May 8, 2025 Planning Board Meeting at 7 PM
- May 12, 2025 Town Board Regular Meeting at 7 PM
- May 17-18, 2025 Townwide Roadside Clean-Up Day, Orange Bags and Sign Up Available in the Town Clerk's Office, Pick Up by Highway Department May 21, 2025
- May 24-25, 2025 Townwide Roadside Clean-Up Day, Pick-Up May 29, 2025
- May 28, 2025 Town Board Work Meeting at 7 PM

Community Events

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 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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COUNTY OF GREENE **Adopted 4/28/2025**
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Supervisor Ruso opened the meeting at 7:03 PM and the Pledge of Allegiance was said. Also attending Councilmembers Kash, Sottolano, VanEtten; Deputy Supervisor Dellisanti; Michelle Storm, Esq.; Town Clerk Finke; and 5 members of the public who signed the attendance book.
Absent: Councilmember Downes

The March 24, 2025 Town Board Work Meeting submitted by Town Clerk Finke, Moved by Supervisor Ruso and was seconded by Councilmembers Sottolano and VanEtten. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

Public Comment

None

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 73-2025

APRIL 14, 2025

RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN AGREEMENTS FOR NEW COMPUTER LEASES

WHEREAS Intelligent Technology Solutions, Inc. has submitted a quote to replace the computers used by Town offices with a five-year lease of a new Tax Collector (ITS Quote #JW006365), Town Clerk Counter (ITS Quote #JW006364); Highway (ITS Quote #JW006363), Planning (ITS Quote #J006362), and Supervisor (ITS Quote JW006361) computers that includes the software and associated installations.

RESOLVED that the Town Supervisor is authorized to sign the agreements with Intelligent Technology Solutions, Inc. for said computers at a one-time cost for hardware of \$119.95, New System Load Configuration/Onsite Deployment, Migration of Data & Backup Setup,/DOD Wipe & Disposal of Workstation Hardware software/hardware configuration of \$455, and \$105 per quarter.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Supervisor Ruso indicated he contacted the vendor and there are two requirements that the Town has to have, the first by our insurance that the Town employees had to have training and warning signals built into software indicating being hacked and training on what to recognize required by our insurance and the Department of State. That is the \$105.

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

Councilmember VanEtten asked when they would be installed and **Town Clerk Finke** indicated as soon as possible.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 74-2025

APRIL 14, 2025

RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN AN AGREEMENT TO EXTEND COMPUTER LEASE

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WHEREAS Intelligent Technology Solutions, Inc. has submitted a proposal to extend the lease of the Assessor Clerk computer for two years (ITS Quote #JW006467).

RESOLVED that the Town Supervisor is authorized to sign this agreement with Intelligent Technology Solutions, Inc. for said computer at a cost of \$105 per quarter.

Motion by Supervisor Ruso seconded by Councilmember VanEtten and Kash

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 75-2025

APRIL 14, 2025

RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN AN AGREEMENT FOR CYBER SECURITY SERVICES

WHEREAS Intelligent Technology Solutions, Inc. has submitted a proposal for Cyber Security Services (ITS Quote #JW006359).

RESOLVED that the Town Supervisor is authorized to sign this agreement with Intelligent Technology Solutions, Inc. for said cyber security services at a cost of \$250 for Implementation Services, \$600 for Annual Training and Ongoing Management, and \$66 per month.

Motion by Supervisor Ruso seconded by Councilmember Sottolano

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 78-2025

APRIL 14, 2025

RESOLUTION TO APPROVE SHARED SERVICES AGREEMENT BETWEEN THE TOWN OF NEW BALTIMORE AND THE TOWN OF COEYMANS

WHEREAS Section 99-r of the General Municipal Law authorizes the Town of New Baltimore to enter into agreements with municipalities to share services, exchange or lend materials or equipment to maximize resources.

WHEREAS also pursuant to Article 5-G of the General Municipal Law any valid cooperative agreement between municipalities must be approved by the governing bodies via resolution to be effective.

RESOLVED the Town Board of the Town of New Baltimore approves a Shared Services Agreement between the Town of New Baltimore and the Town of Coeymans pending approval by resolution of the Town Board of the Town of Coeymans.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Supervisor Ruso indicated that this resolution would be forwarded to the Town of Coeymans for their resolution as well.

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Councilmember Kash asked what the shared services were.

Councilmember VanEtten answered that it was help with highway and **Supervisor Ruso** added that it was equipment, supplies, it could extend elsewhere and at one point there was conversation of sharing resources for wastewater treatment, and it could be other things.

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 79-2025
APRIL 14, 2025

**RESOLUTION TO APPROVE SHARED SERVICES AGREEMENT BETWEEN THE
TOWN OF NEW BALTIMORE AND THE VILLAGE OF RAVENA**

WHEREAS Section 99-r of the General Municipal Law authorizes the Town of New Baltimore to enter into agreements with municipalities to share services, exchange or lend materials or equipment to maximize resources.

WHEREAS also pursuant to Article 5-G of the General Municipal Law any valid cooperative agreement between municipalities must be approved by the governing bodies via resolution to be effective.

RESOLVED the Town Board of the Town of New Baltimore approves a Shared Services Agreement between the Town of New Baltimore and the Village of Ravena which has been approved and signed by William Misuraca, Mayor of Ravena.

Motion by Supervisor Ruso seconded by Councilmember Kash

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 80-2025
APRIL 14, 2025

**RESOLUTION TO AUTHORIZE USE OF TOWN HIGHWAY TRUCK FOR DISPLAY
AT PBC ELEMENTARY SCHOOL PTO TOUCH-A-TRUCK EVENT**

WHEREAS the Town Board of the Town of New Baltimore authorizes the Highway Superintendent to provide a Town Highway truck to be displayed at the Pieter B. Coeymans Food Truck & Family Fun Day on Sunday, May 4, 2025 between 10 AM and 4 PM at no cost to the Town.

RESOLVED the Town Supervisor will request a Certificate of Insurance and forward the application to the Pieter B. Coeymans Elementary School.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

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TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 82-2025
APRIL 14, 2025

RESOLUTION TO AUTHORIZE IMPROVEMENTS AT CORNELL PARK

WHEREAS cleanup of the grounds and repairs to the kayak launch at Cornell Park will allow everyone to enjoy the scenery and recreation on the Hudson River.

RESOLVED VanEtten Excavating is authorized to clear brush and downed trees at Cornell Park at no cost to the Town of New Baltimore.

RESOLVED that VanEtten Excavating is also authorized to repair the kayak launch with stone at a cost of up to \$1,000 for the stone.

Motion by Supervisor Ruso seconded by Councilmember Sottolano

Supervisor Ruso thanked Rob VanEtten for doing this for free, but it will take some stone.

Town Clerk Finke indicated that Councilmember VanEtten has been working on this project for a very long time. **Councilmember VanEtten** agreed and added that Deputy Supervisor Dellisanti and Town Clerk Finke also worked together, there were plans for improvement to the Park and the grants come along when they do, they are very specific on what they can be used for, and there were three other Parks to complete. This is the final Park, but everything in the grant that has been done for the Parks has been planned for quite awhile now and **Supervisor Ruso** agreed that it has been years.

AYES: Ruso, Kash, Sottolano

NAYS:

ABSTAIN: VanEtten

ABSENT: Downes

Motion Carried

Supervisor Ruso indicated that a resolution for an emergency repair at the Wastewater Treatment Plant has been removed pending document that identifies the specifics of the emergency.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 83-2025
APRIL 14, 2025

**RESOLUTION TO AUTHORIZE THE TOWN SUPERISOR TO SIGN A
CONTRACT FOR TREE AND BRUSH REMOVAL AT THE
WASTEWATER TREATMENT PLANT**

WHEREAS, the Wastewater Treatment Plant Operator reported that brush and trees have overgrown around the plant, power pole and essential grinding equipment at the headworks area of the plant. Having caused a loss of power at the plant, it is necessary to have the brush and trees cleared from these areas, and

WHEREAS, the Wastewater Treatment Plant Operator contacted Central Hudson Gas and Electric Company and was told by them that they are not responsible to clear the overgrowth near the pole because the pole is owned by the Town, and

WHEREAS, the Town has received two quotes, per the requirements of the Town's Procurement Policy, for the cutting and removal of the cleared brush and trees,

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BE IT RESOLVED, that the Town of New Baltimore will award the contract for the tree and brush clearing and removal to J&B Tree Specialist, which provided the lower of the two bids, for up to \$3,200 to complete the work and the Town Supervisor is authorized to sign said contract.

Motion by Supervisor Ruso seconded by Councilmember Sottolano

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 84-2025

APRIL 14, 2025

**RESOLUTION TO APPOINT TEMPORARY EMERGENCY FULL-TIME
DEPUTY TOWN CLERK, DEPUTY REGISTRAR OF VITAL STATISTICS, AND
RECORDS MANAGEMENT CLERK**

WHEREAS due to the extended activation by Governor Hochul of the National Guard in February, 2025 which included the full-time Deputy Town Clerk, Deputy Registrar of Vital Statistics, and Records Management Clerk.

RESOLVED Jessica Diamond is appointed as a Temporary Emergency Full-Time Deputy Town Clerk at a salary of \$20.57 per hour and Deputy Registrar of Vital Statistics and Records Management Clerk at a salary of \$18.54 per hour.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Supervisor Ruso and Town Clerk Finke indicated that we have heard that Amanda will be activated for nine months to a year or more.

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

Supervisor Ruso added that the Town is very small and it is difficult to take away half of your staff.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 85-2025

APRIL 14, 2025

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 2025-04-01 to 2025-04-53, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2025-04-01 to 2025-04-53.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until May 31, 2025.

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Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

General \$23,677.10, Highway \$7,753.88, Sewer 1 \$2,568.72, Sewer 2 \$1,077.81, Water 2 \$465.00, Water 3 \$931.81, Street Lighting 1 \$1,814.00, Street Lighting 2 \$240.55, Total \$38,528.87

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Community Events

Councilmember Kash announced that September 14, raindate September 21, is the New Baltimore Music and Art Festival at Wyche Park with 10 bands. Also Upstate Spay and Neuter Services will be bringing back their low-cost spay and neuter van on October 4 to Town Hall, \$95 spay and neuter, vaccinations, and dogs can be licensed that day as Town Clerk Barb Finke assists with that.

Councilmember VanEtten indicated that there has been some confusion about AgFest which will be May 31 to June 1 and Supervisor Ruso noted that it is always the weekend after Memorial Day.

Adjournment

Motion by Councilmember VanEtten seconded by Councilmember Sottolano, the meeting was adjourned at 7:29 PM

AYES: Ruso, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

Respectfully Submitted,

Barbara M. Finke RMC CTO
Town Clerk