

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

AUGUST 25, 2025

Please silence cell phones while the meeting is in progress.

Reports

Supervisor

- Resolution to Approve Invitation to Bid for the Town Hall Improvement Project
- Resolution Regarding the Abandonment of the Medway Christian Cemetery

County Legislator

Town Clerk

- August 11, 2025 Town Board Regular Meeting Minutes

Historian

Agriculture/Agfest (Member VanEtten)

Animal Control (Chair Kash, Member Sottolano)

Assessment (Chair Sottolano/Member Kash)

Audit and Budget (Chair Ruso/Member Downes)

Buildings & Grounds/Recycling (Chair Downes/Member VanEtten)

Code Enforcement Officer (Chair Downes/Member Ruso)

Fire, EMS & Law Enforcement (Member Dellisanti)

Grants/Promotions/Economic Development (Chair VanEtten/Member Ruso)

- Resolution to Purchase Garage Doors for the Highway Department from the Champlain Hudson Power Express Grant
- Resolution to Purchase Highway Radio Equipment Per State Contract from the Champlain Hudson Power Express Grant and Highway Reserve

Highway (Chair Ruso/Member Downes)

- Resolution to Approve Invitation to Bid for Ultra Low Sulfur Diesel Fuel
- Resolution to Authorize the Highway Department to Attend the Greene County Highway Association Training

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

- Resolution to Reappoint Sole Assessor
- Resolution to Appoint Member of the Board of Assessment Review

Planning Board (Chair Downes/Member Kash)

Seniors (Chair VanEtten/Member Ruso)

Technology/Website (Chair Downes/Member VanEtten)

Town Courts (Chair Kash/Member Sottolano)

Veterans and Memorials (Chair VanEtten/Member Downes)

Wastewater Treatment (Chair Sottolano/Member Kash)

Water Districts (Chair Kash/Member Sottolano)

Youth, Parks and Recreation (Chair VanEtten/Member Ruso)

Zoning Board of Appeals (Chair Sottolano/Member Kash)

Upcoming Meetings

- September 3, 2025 Zoning Board of Appeals Meeting at 7 PM
- September 8, 2025 Town Board Regular Meeting at 7 PM
- September 11, 2025 Senior Picnic at Cecil Hallock Park at 12 Noon
- September 11, 2025 Planning Board Meeting at 7 PM
- September 20, 2025 Townwide Yard Sale at 9 AM
- September 22, 2025 Town Board Work Meeting at 7 PM
- October 4, 2025 Mobile Spay/Neuter Clinic at Town Hall, Pre-Registration Required at jkash@townofnewbaltimore.org

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 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 09/08/2025**
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OPENING OF WORK MEETING

Supervisor Ruso opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Councilmembers Downes, Kash, Sottolano, and VanEtten; Town Clerk Finke; and 5 members of the public who signed the attendance book. Absent: Deputy Supervisor Dellisanti and Highway Superintendent VanWormer

Supervisor Jeff Ruso

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 115-2025
AUGUST 25, 2025

RESOLUTION TO APPROVE INVITATION TO BID
FOR THE TOWN HALL IMPROVEMENT PROJECT

RESOLVED that the Town Board of the Town of New Baltimore approves the Invitation to Bid for the Town Hall Improvements Project

INVITATION TO BID

Notice is hereby given that sealed bids will be received until **1:00 P.M., September 18, 2025**, at the Town of New Baltimore Offices Attention: Town Clerk, located at 3809 County Route 51, Hannacroix, NY 12087; at which time bids will be publicly opened and read aloud for the Town Hall – Town Hall Improvements Project.

A pre-bid conference will be held for this project on Friday, September 5, 2025 at 1:00 PM at 3809 County Route 51, Hannacroix, NY 12087

Bidding contractors are strongly encouraged to have an authorized representative of their firm attend the pre-bid conference.

Bids will be received for the Single Prime Contract Project consisting of the following prime contract which covers the Town Hall Improvements:

General Construction

Project completion date is anticipated to be 90 calendar days once Notice to Proceed has been issued.

Contract Documents, including Advertisement For Bids, Information For Bidders, Labor and Employment, Additional Instructions, Bid Documents, Agreement, General Conditions, General Requirements, Specifications, Contract Drawings and any Addenda, may be examined at no expense on-line at the following website: <https://de.biddyhq.com> or at the office of Delaware Engineering, D.P.C., 28 Madison Ave Extension Albany NY, 12203.

Digital copies of the Contract Documents may be obtained online as a download for a non-refundable fee of One Hundred Dollars (\$100.00) from the website: <https://de.biddyhq.com>. Complete hardcopy sets of bidding documents may be obtained from REV, 330 Route 17A, Suite #2, Goshen, NY 10924, Tel: 1-877-272-0216, upon depositing the sum of 100.00 Dollars (\$100.00) for each combined set of documents. Checks or money orders shall be made payable to Delaware Engineering, D.P.C. Cash deposits will not be accepted. Any Bidder requiring documents to be shipped shall make arrangements with REV and pay for all packaging and shipping costs.

Any Bidder who submitted completed Bid Forms to the Town of New Baltimore, upon returning such set in good condition within thirty days following the award of the contract or rejection of the bids, will be refunded his full payment. Deposits will not be refunded to any non-bidder (including material suppliers, subcontractors, or those that provide quotes to Bidders). Questions should be sent to Cody Messier, PE via email at cmessier@delawareengineering.com.

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Please note that <https://de.biddyhq.com> is the designated location and means for distributing and obtaining all bid package information. All Bidders are urged to register to ensure receipt of all necessary information including bid addenda. All bid addenda will be transmitted to registered plan holders via email and will be available at <https://de.biddyhq.com>. Plan holders who have paid for hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use, and coordinate directly with REV for hard copies of addenda to be issued. There will be no charge for registered plan holders to obtain hard copies of the bid addenda.

Each bid must be accompanied by security in an amount not less than five percent (5%) of the amount of the bid in the form and subject to the conditions provided in the Information for Bidders. No Bidder may withdraw his bid within forty-five (45) days after the actual date of opening thereof.

This is an exempt capital improvement project, and Bidders shall not include taxes in the cost of materials which are to be incorporated into the work, and which are to be separately sold by the Contractor to the Town of New Baltimore prior to incorporation into the work of the Contract.

Bids may be held by the Owner for a period not to exceed forty-five (45) days from the date of the opening of Bid for the purpose of reviewing the bids and investigating the qualifications of the bidder(s) and the subsequent approval of the bids and related documents by the Owner. The Owner reserves the right to reject any and all bids, or waive any informalities in the bidding, without explanation, and to select the Bid, the acceptance of which, in its judgement, will best assure the efficient performance of the work.

The contractors must also be aware that they must comply with the most recent State wage rates under New York State Department of Labor (www.labor.state.ny.us). In addition, the contractor must comply, if applicable, with Labor Law 220, section 220-h, which requires that on all public work projects of at least \$250,000.00, all laborers, workers and mechanics on the site be certified as having successfully completed the OSHA 10-hour construction safety and health course.

The right is reserved to waive any informalities in the Bid and to reject any or all Bids.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Supervisor Ruso pointed out that there will be a new ramp coming in the side door, new front steps, and host of various other safety changes. This bid has been in the process for six years and the Town finally has the approval to seek bids.

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 116-2025
AUGUST 25, 2025

**RESOLUTION REGARDING THE ABANDONMENT OF MEDWAY CHRISTIAN
CEMETERY**

WHEREAS, the Medway Christian Cemetery, located on Route 26 is in the Town of New Baltimore; and

WHEREAS, the Medway Christian Cemetery has been operated by a corporate board of trustees and regulated by the State of New York; and

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WHEREAS, it is the Town Board's understanding that following a duly noticed special meeting of the lot owners and the board and officers of the Medway Christian Cemetery, held on April 21, 2025, there were no members of the public or lot owners of the cemetery in attendance that were willing to serve on and constitute a board for the organization; and

WHEREAS, it is the Town Board's further understanding that only limited general operating funds exist to provide any care and maintenance for the cemetery; and

WHEREAS, New York towns are required to assume maintenance of abandoned public burial grounds, for which there exists no corporate board or body to maintain it and for which there is no sufficient trust fund or endowment to provide necessary care and maintenance; and

WHEREAS, the Medway Christian Cemetery contains numerous graves of many members of the New Baltimore community; and

WHEREAS, it is the responsibility of the Town of New Baltimore to take over maintenance of this cemetery once abandoned and it is the desire of the Town Board to honor the history of the community and its former citizens as well as to preserve this important public space; and

WHEREAS, the Town Board believes it is in the best interests of the Town to be proactive and arrange for the orderly transition of records, maintenance and ownership of the Cemetery;

Now, Therefore, Be It Resolved by the Town Board of the Town of New Baltimore as follows:

1. The Town Board finds that the Medway Christian Cemetery does not have the corporate entity or sufficient trust fund or endowment to provide necessary care and maintenance of this cemetery and that the Cemetery's Board has in fact abandoned the New Baltimore Central Cemetery; and
2. The State of New York Cemetery Board has affirmed the abandonment of the New Baltimore Central Cemetery at their regular meeting of July 15, 2025; and
3. Accordingly, pursuant to State Town Law §291 the Town Board does hereby assume responsibility for the Medway Christian Cemetery and its maintenance; and
4. The Town Supervisor is hereby authorized and directed on behalf of the Town Board of the Town of New Baltimore to accept any conveyance of rights and interests in the Medway Christian Cemetery that the Cemetery's Board may have by quit claim deed or otherwise and to execute all documents related to this abandonment and conveyance; and
5. The Town Supervisor is also hereby authorized by and on behalf of the Town Board of the Town of New Baltimore to submit an application to the State of New York for any available funds to address the present conditions of the Medway Christian Cemetery and to prepare the burial ground for suitable maintenance and repair; and
6. The Town's legal counsel is hereby authorized to assist the Town Supervisor in effectuating any legal transfer of rights and interests in the Medway Christian Cemetery to the Town of New Baltimore and such other legal matters as may arise; and
7. This Resolution shall take effect immediately.

Upon motion made by Supervisor Ruso, seconded by Councilmember Sottolano, the foregoing Resolution was duly adopted by the Town Board on August 25, 2025 by vote of a majority of its members as follows:

Councilmember VanEtten asked if the Highway Department will maintain it.

Supervisor Ruso explained that the Town is required to mow at least twice a year, that is the basic regulation for a Town-owned cemetery, and this will become a Town-owned cemetery.

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Councilmember VanEtten asked if the Town will contract out to dig the graves.

Supervisor Ruso noted that there are two things left to be accomplished. One is that the Town Board has to set fees for burials if they are allowed and there are two questions that should be resolved. Since it's abandoned, the contract and payments with the cemetery is no longer in effect. The Town has to decide if more cemetery lots will be sold or just maintain the burials that have already occurred, but there will still be new burials if lots have been purchased. The two items are if the Town is going to recognize those purchases whenever they were, that's up to the Town Board, and if there will be any further purchases. In addition there will be fees associated with burial, monument placing, and other items. He has never had an involvement with cemetery management and invited any Town Board members to pursue if so inclined. Mr. Fleming of Featherstonhaugh Klein has recommended hiring someone to manage this and that will be another resolution to discuss, but not until the next meeting. The title of that person is a Sexton and the process for burial would be the initial call to the Town Clerk, the Town Clerk calls the Sexton, and the Sexton handles everything and is paid from the fees charged to the family for burial and the Town doesn't have much cost. The salaries are paid per event. He anticipates having two more resolutions at the next meeting, the fees and the Sexton.

Councilmember Sottolano questioned that the resolution mentions transition of records.

Supervisor Ruso pointed out that he had most of them already and turned them over to the attorney. He has been getting many phone calls from the Church, the Moderator, families, monument companies, different people.

Ellie Alfeld asked if anyone remembered when the Town took over control of the cemetery on 9W. She thought they went on with normal operations but doesn't remember how it was run and might take some looking into.

Councilmember VanEtten knew they hired outside contractors to dig graves, but didn't know the financial part of it.

Supervisor Ruso said that there isn't a contract with anyone to mow the lawn and asked if she was talking about the one by Kerslakes Motel.

Ellie Alfeld remembered them coming before the Board and saying they needed to be taken over because they couldn't maintain it.

Supervisor Ruso added that they don't have the funding and this is a very common event throughout the State.

Ellie Alfeld noted that they had a cemetery on her road by her house, gave up ownership, and did not turn it over to the Town. A very prominent Civil War veteran is buried there with a cannon on his monument.

Supervisor Jeffrey Ruso	AYE
Councilmember Kelly Downes	AYE
Councilmember Janet Kash	AYE
Councilmember Debra Sottolano	AYE
Councilmember Shelly VanEtten	AYE

Motion Carried

It is hereby certified that the foregoing resolution is a true and accurate copy of that which was adopted by the Town Board on August 25, 2025.

Dated: August 25, 2025

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County Legislator Pat Linger

In August I attended 8 committee meetings, regular meeting #8, two Public Hearings, the countywide ambulance task force meeting, one workshop, and two meetings for the design and construction of the Justice Center and the Community Services building. The Justice Center is progressing well and has a tentative move-in date of April 2026. The Community Services building will be constructed in Cairo and is now in the design and bid spec phase. We expect to go out to bid in January or February. We have removed the second building planned for this complex from the initial plans. Rather than constructing a new building for Soil & Water and the Vet To Vet workshop, we have purchased the old Marshall & Sterling building on Rt. 23B in Catskill. The estimated cost of new construction in Cairo was \$4 million and we were able to purchase the Leeds building for \$1.12 million. We expect to make approximately \$750,000 in modifications, saving roughly \$2 million. Both the Community Services building and this purchase will all be paid for from dedicated reserve funds with no bonds and no increase to the tax levy. We had a contract renewal presentation from Mark Evans, President of Greene EMS. The 2026 budget proposal includes an increase to paramedic salaries and shift differentials. We authorized agreements with all school districts to provide School Resource Officers at a cost of just under \$72,000 each. When school is not in session, these SRO's work the road patrol and cover vacations. We established an Investigative reserve cash account for use within the Sheriff's office. We authorized the establishment of a paramedic training award. This \$290,000 will fund the cost of paramedic training for any new student and requires a 4-year commitment to work with a Greene County agency. It will work in conjunction with our EMT training award through the EMS Council to bring more interest in EMS training. CGCC will also be looking to establish an EMT certification class at the college. We authorized a contract with Axon to provide a new camera system for the Sheriff's deputies and patrol cars at a 5-year cost of \$650,000. All in-car cameras will now have plate readers. We heard a 2025/2026 budget presentation from CGCC. The \$19.8 million budget includes \$3 million from Greene County as a sponsor, representing a \$5,363 increase over last year. We also authorized a \$50,000 payment to the College Foundation to continue the Greene County Cares Fund. This fund provides various grant support for residents of Greene County as they attend our college. The 2025 paving schedule is underway and includes CR54 from CR51 to Highmount Road. We authorized bids to be advertised for the CR61 bridge replacement over the Cocksackie Creek. This bid was significantly delayed by right-of-way issues. We will place an on-site detour during the construction to avoid closing the road completely. It will begin with stabilizing the road slide just north of the bridge. We awarded multiple contracts for a new maintenance building at the Catskill transfer station. This \$2.5 million project is covered by fund balance established for this purpose. While the resolution passed the full board vote, I voted against the chargeback of assessment roll related services and materials. We approved a \$65,750 contract with Deckard Technologies which will allow the County to effectively identify, monitor, and enforce short-term rental regulations, support municipal partners, and ensure compliance with New York State laws. More information will be available as we begin to work with them. I expect informational mailings will be sent to property owners explaining the registration process and recently adopted short-term rental laws. We authorized the advertisement and sale of the 2023 In Rem Properties. This is an online only auction with bidding opening Monday, October 27th 10AM. The auction will close October 29, 2025 at 10AM. Please visit the Treasurer's section of the County website and register with Absolute Auction & Realty to enter bids.

Supervisor Ruso asked if they could talk about short-term rental details.

County Legislator Linger indicated that the County just awarded the bid for the contractor and he doesn't have the details yet.

Supervisor Ruso suggested merging of the County and the Town into something that makes sense.

Town Clerk Barb Finke

2 CO Search Compliance Residential \$250, 8 Building Permits \$3,324.30, 2 EZ-Pass Tags \$50, 2 Fishing Licenses \$1.56, 26 Dog Licenses \$186, 7 Late Dog License \$35, 1 Marriage License \$17.50, 1 Demolition-Commercial \$150, 1 Park Rental \$25, 11 Certified Copies \$110, 7 Photo Copies \$13.50, Recycle Fees \$80, Total State, County & Local Revenues \$4,314.80, \$36 to the New York State Department of Agriculture and Markets for the Spay/Neuter Program, \$22.50 to

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the New York State Department of Health for Marriage License, \$13.44 to the New York State Department of Environmental Conservation for Fishing Licenses, Total to Supervisor \$4,242.86. I attended the International Institute of Municipal Clerks Conference in Latham with 33 other Municipal Clerks throughout the State. Classes included Orientation, Community Relations, Public/Private Partnership, Lessons Learned in Disaster Recovery, Capital and Strategic Planning, Lobbying, Conducting a Records Inventory and Creating A Database, Applying for a Records Management Grant, Nuts and Bolts of Contractual Risk Transfer, Principles of Ethics, Situational Ethics, Dealing With Cemetery Abandonment and Operations on a Local Level (the handout was used the next day), Agendas and Minutes, Managing Stress and Improving Mental Health in the Workplace, Servant Leadership, What to Expect from an OSC Audit, Understanding the Budget Process, Active Shooter, Smart Solutions for Savvy Clerks- Leveraging AI in Local Government; Lock it Down-Cyber Safety Training for Local Leaders, Fraud Prevention and Detection, and Multi-Year Financial Planning. The Town Clerk's Office collected \$3,184,898.41 taxes, \$11,409.48 penalties, \$20 returned check fees, notice fees of \$108.00, for a total of \$3,196,435.89 representing 84% collected. Remaining uncollected is \$619,164.03, the last day to collect is July 31, 2025. For Water Districts 2 and 3, we are currently collecting 20% for third quarter 2024, 14% for 4th quarter 2024, 8% first quarter of 2025 until September 16th. Second quarter bills are collecting at 2% until September 16th. Sewer is collecting at 14% penalty for the first half until September 15th. Second half sewer bills went out in July and are collecting at 2% until September 15th. Our vendor for archiving our records continues the process and shelving will be installed on August 27. Just reminding everyone that Amanda Eldred, Deputy Town Clerk, is a member of the National Guard and was activated by the Governor late February. Please keep her in your thoughts and we hope she will return to us soon.

ADOPTION OF MINUTES

The August 11, 2025 Town Board Regular Meeting submitted by Town Clerk Finke Moved by Supervisor Ruso and was seconded by Councilmember Kash. The adoption of the foregoing Motion was duly to a vote and the vote was as follows:

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Animal Control

Councilmember Kash reminded residents of the October 4 mobile spay and neuter clinic. She has appointment requests, has asked New Baltimore residents to sign up by September 5 with preference in the appointments. After that, appointments will be open to non-residents to have 40-50 appointments to make it worthwhile, veterinarians have limited it to a maximum of 20 spays because they are more complex and take more time and can accommodate 20-30 neuters. Anyone interested should reach out to Councilmember Kash at jkash@townofnewbaltimore.org by September 5.

Audit & Budget

Supervisor Ruso announced that budget season has begun, material has been sent to department heads for input with next year's expenses, number crunching to follow, and will be starting soon.

Recycling Center Operator Kirk Trombley

7/30/25-8/25/25 60 Gallon Bags of Plastic (No Hard Plastics) 8, 13 Bundles of Magazines & Phone Books, 27 Bags & Bundles of Newspaper, 83 Boxes & Bundles of Cardboard

Code Enforcement Officer Allan Jourdin

Summarization of Code Enforcement Officer activities for August 2025, is as follows: Building Inspections: 28; Total New Building Permit Applications Received: 8; Total Building Permits Issued: 8; Total Demolition Permits Issued: 1; Total Pool Permits Issued: 1; Certificates of Compliance Issued: 10; Certificate of Occupancy Issued: 2; Certificate of Occupancy Search Requests: 2; Building Permit Renewals Letters Sent: 20; Building Permit Renewals: 1; Commercial Site Fire Inspections: 1; Open Building Permits: 215 Building Department Fees for July 24, 2025 – August 21, 2025: \$2,255.68 Total Fees for Year to Date: \$20,125.66

Grants/Promotions/Economic Development

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 117-2025
AUGUST 25, 2025

**RESOLUTION TO PURCHASE GARAGE DOORS FOR THE
HIGHWAY DEPARTMENT FROM THE
CHAMPLAIN HUDSON POWER EXPRESS GRANT**

WHEREAS the Town received notification of the awarding of a \$30,000 grant from the Champlain Hudson Power Express.

WHEREAS the Highway Superintendent procured the following three quotes for the replacement of garage doors at the Highway Department.

C&R Overhead Garage Doors, Inc.	\$16,049.10
Madsen Overhead Doors, Inc.	\$19,366.00
Overhead Door Company of Glens Falls	\$17,549.14

RESOLVED the Town Board of the Town of New Baltimore approves the purchase of garage doors from the lowest responsible bidder, C&R Overhead Garage Doors, Inc. at a cost of \$16,049.10.

Motion by Supervisor Ruso seconded by Councilmember Downes

Supervisor Ruso pointed out that he did a side-by-side comparison, not sure if other Board Members did, everything was substantially the same from bid to bid. There were different types of springs, r value, and size. They look reasonable, looked at some companies on the internet. The two lowest were genuine at least, and gives additional assurances.

Councilmember Sottolano asked when the work will start.

Supervisor Ruso noted they will have to be called tomorrow.

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 118-2025
AUGUST 25, 2025

**RESOLUTION TO PURCHASE RADIO EQUIPMENT FOR THE
HIGHWAY DEPARTMENT FROM THE
CHAMPLAIN HUDSON POWER EXPRESS GRANT AND HIGHWAY RESERVE**

WHEREAS the Town received notification of the awarding of a \$30,000 grant from the Champlain Hudson Power Express.

WHEREAS the Highway Superintendent procured the following quote per NYS State Contract PT69525.

River Valley Radio Inc.	\$17,057.97
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RESOLVED the Town Board of the Town of New Baltimore approves the purchase of radio equipment from River Valley Radio Inc., Purchase Order H-2025-93, at a cost of \$17,057.97 to be paid from the CHPE grant and the remainder from the Highway Reserve Fund.

Motion by Supervisor Ruso seconded by Councilmember Downes

Supervisor Ruso explained that with the \$30,000 grant that was just approved, and with the purchase of the overhead doors at \$16,049, this leaves a balance of \$14,000 which will be applied to the \$17,000 needed for the radio equipment. Leaving \$3,000 to be paid out of the Highway reserve.

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 119-2025

AUGUST 25, 2025

**RESOLUTION TO APPROVE INVITATION TO BID FOR
ULTRA LOW SULFUR DIESEL FUEL**

RESOLVED that the Town Board of the Town of New Baltimore approves the Invitation to Bid for Ultra Low Sulfur Diesel Fuel.

INVITATION TO BID

The Town of New Baltimore, Greene County NY will receive bids for the supply and delivery of ultra low sulfur diesel fuel to the Highway Garage and Wastewater Treatment Plant for a period beginning October 1, 2025 and ending on October 1, 2026. The successful bidder will deliver a 60/40 blend of ultra low sulfur diesel fuel every seven days from December 1, 2025 to April 1, 2026 to the Highway Garage for winter usage in trucks and equipment, uncut fuel may be delivered prior to December 1, and after April 1. Delivery to the Wastewater Treatment Plant will be as needed. The Town of New Baltimore agrees to allow other neighboring municipalities or political subdivisions to piggyback on the above mentioned bid. The Town of New Baltimore also reserves the right to reject any and all bids at their discretion. Bids will be received in the Town Clerk's office by 4pm on Friday September 5 and bids will be opened and read aloud at the Regular Board Meeting on Monday, September 8. Questions should be addressed to Highway Superintendent Alan VanWormer by email at highway@townofnewbaltimore.org

By Order of the Town Board,
Barbara M. Finke, Town Clerk

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Supervisor Ruso commented that the County bid that was approved at the last meeting is for 80/20 with 20% being kerosene and that the County and everybody is using the 80/20.

County Legislator Linger noted that the County is using 80/20 and they treat the diesel tanks themselves.

Supervisor Ruso said that it is very common, Fire Departments use the 80/20 mix.

County Legislator Linger agreed Fire Departments, some school districts, and Police Departments use the same mixture.

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Supervisor Ruso pointed out that the Board will see what the quote is because the 80/20 might serve the underground fuel tank at the sewer plant and he will speak with Lou about that, and the Town will go with the best price.

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 120-2025

AUGUST 25, 2025

**RESOLUTION TO AUTHORIZE THE HIGHWAY DEPARTMENT
TO ATTEND THE GREENE COUNTY HIGHWAY ASSOCIATION TRAINING**

RESOLVED that the Highway Department is authorized to attend the 2025 Greene County Highway Association training on Wednesday, October 8-Thursday, October 9 at the Town of Athens Highway Garage at a cost of \$70, subject to the understanding that the Highway Superintendent and Deputy Highway Superintendent shall attend on separate days.

Councilmember Downes asked when Alan was going and when Scott was going as Alan said they were splitting days, two different shifts, so Alan and Scott should not be going on the same day because the Town is paying Scott to be Foreman so he should be here when Alan is not which doesn't seem to be consistent. It seemed like they go away together a lot and there isn't a Foreman on site. She just was wondering who was going because her understanding was that there are a couple people leaving.

Supervisor Ruso noted that there is one resignation and one on Family Leave and suggested giving them a call tomorrow.

Councilmember Downes said she could.

Many replied that he was on vacation.

Councilmember Downes suggested that this should be looked at and she doesn't understand why the Town is paying a Foreman who should be on the job when the boss isn't on the job, and they both go together, so she doesn't know who is watching the henhouse.

Supervisor Ruso pointed out the question was in the first paragraph and states they want to send half the crew each day for a total of \$70. Some will go on Day 1 and some will go on Day 2, and hopefully the Deputy/Foreman and the Superintendent will both also be on separate days. He suggested he could send an email.

Councilmember Downes added that this seems to be a recurring theme that we're paying somebody that is not doing the job.

Supervisor Ruso suggested amending the resolution to read "be it further resolved that the Highway Superintendent and the Deputy Highway Superintendent shall attend on separate days."

Town Attorney Storm recommended not adding another paragraph further resolving because the Town doesn't have the authority to dictate who does what in the Highway Department, but the Town Board can approve the payment of \$70 subject to the understanding that the Highway Superintendent and Deputy Superintendent will go on different days.

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Motion by Supervisor Ruso seconded by Councilmember Downes

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Insurance

Supervisor Ruso announced that quotes are coming in for health insurance, rates will be increasing by approximately 8%, and it will be on the docket for the next meeting.

Personnel

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 121-2025

AUGUST 25, 2025

RESOLUTION TO REAPPOINT SOLE ASSESSOR

RESOLVED that the Town Board of the Town of New Baltimore hereby reappoints Dawn DeRose as Sole Assessor at the current salary of \$19,479 until September 30, 2031.

Ellie Alfeld questioned if that was a raise.

Supervisor Ruso answered not yet.

Motion by Supervisor Ruso seconded by Councilmember Downes and VanEtten

Supervisor Ruso announced that a question was put forth asking if that was a raise. He answered that it was not, not within the budget year. However, there are possible raises for 2026 and this carries it on from September 30th to the end of the year. Raises are provided in the first part of the year and would address wherever people may be on salaries.

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 122-2025

AUGUST 25, 2025

RESOLUTION TO REAPPOINT BOARD OF ASSESSMENT REVIEW MEMBER

RESOLVED that Faye VanDyke is reappointed to the Board of Assessment Review until September 30, 2030.

RESOLVED that the Assessor will contact said member within seven days of appointment and advise of the Oath of Office filing with the Town Clerk by October 24, 2025.

BE IT FURTHER RESOLVED that the Assessor will contact all members of the Board of Assessment Review to advise of the date and time of the annual Grievance Day at least 30 days before said date.

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Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Planning Board Chair Rob VanEtten

The Planning Board met on August 14, 2025, in which the following business was transacted: ...

Boehm/Kiselev Minor Subdivision Slavik Kiselev presented updated survey maps reflecting the conditions of the approved Area Variance. The Board confirmed all required documentation had been submitted to the Town of Coxsackie. Chairman VanEtten read the Boehm/Kiselev Minor Subdivision Resolution aloud. The subdivision was approved with several conditions including no further subdivision of either lot, Lot Two being non-buildable and consolidated with an adjoining parcel in Coxsackie, and the Lot Line Adjustment being submitted to the Coxsackie Planning Board within six months. The motion passed unanimously. Maps were signed and stamped, and the applicant was advised to go to the County Clerk for filing. ...

Francis Ahrens Lot Line Adjustment Surveyor Kevin Rounds represented the application on behalf of Mr. Ahrens, proposing a lot line change between four contiguous parcels. Extensive discussion followed regarding road frontage, easement access, and compliance with current zoning regulations. Concerns were raised about the proposed adjustment exceeding the 1-acre maximum permitted for lot line adjustments, the movement of an entire parcel, and multiple parcels using a single easement in violation of Town Code. The Board determined the proposal did not qualify as a lot line adjustment under current Town Code. Mr. Rounds was advised he could seek a Variance from the Zoning Board of Appeals or to explore options for consolidation or subdivision, with compliance of minimum lot size requirements. ...

Emeren Solar Preliminary Meeting Garrett Herman and James Bedrin, along with their engineering consultant, presented a preliminary overview of a proposed 4.2 MW community solar project on a parcel previously used as a quarry. Board members discussed the site's visibility, interconnection concerns, proximity to an adjacent solar project, and the potential increase in utility poles. Emeren representatives confirmed a lease agreement is in place and that an interconnection agreement has already been secured with Central Hudson for the year 2029. Board members emphasized the importance of minimizing visual impact and requested written documentation from Central Hudson regarding interconnection and pole placement. The Board clarified timelines for site plan approval and construction, recommending Emeren return in 2027 when project readiness aligns with Central Hudson's projected interconnection timeline. ...

Kasselmann Solar/Lynn Brockett – Special Use Permit (Initial Presentation) Alex Martin of Kasselmann Solar appeared on behalf of property owner Lynn Brockett to present a proposal for a Tier 2 ground-mounted solar array (19.13 kW DC) for on-site consumption. The array will be located on the side of the residence with appropriate setbacks and limited visibility. The Board requested that the site plan be updated to show adjacent property lines, structures, and owner names. The Clerk also requested a small correction to the application and returned a duplicate check. A Public Hearing for this project was set for September 11, 2025. ...

David Schultz Scheller Park Road Preliminary Meeting David Schultz, owner of 161 Scheller Park Road, discussed concerns over a 2016 zoning change that reclassified his historically commercial property as Rural Agricultural, creating compliance issues for current tenants. Although the building has been used commercially for decades and is considered grandfathered, recent Code Enforcement concerns about use and safety prompted a current tenant to relocate. Schultz was seeking guidance on restoring commercial zoning or obtaining a Special Use Permit to continue operations. The Planning Board agreed to consult the Town Attorney before advising on next steps. ... Chairman VanEtten raised a concern about a solar project where the landowner is leasing the property to another company to build and operate the utility solar project. The Clerk, after consulting the Town attorney, noted that an owner authorization form and possibly a copy of the lease agreement are needed, with no changes to the site plan, just the building permit application. The Board emphasized the need to clarify who will replenish the escrow account since the Board oversees the engineering. It was agreed the Clerk should contact the landowner, LSE Monoceros, for confirmation on escrow payments. The Board approved the minutes from the June 12, 2025, monthly meeting. The meeting was adjourned at 8:54 PM.

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Seniors

Councilmember VanEtten reminded residents of the September 11 Senior Picnic at Hallock Park at noon.

Town Courts

The following is the Town of New Baltimore Court monthly report for July 2025.

- Total July monies received was \$17,624.00
 - Hon. James W. Huff \$6,688.00
 - Hon. Anthony C. Konsul \$10,936.00

- Total 2025 monies received (January-July) \$95,213.00

Total new cases received 177

Town Clerk Finke announced June figures were State \$6,861, County \$45, Town \$3,633, Total January-June Judge Huff \$43,600, Judge Konsul \$33,989, State Share \$43,460, County Share \$695, Town Share \$33,041, Other \$393, Total \$77,589

Veterans

Councilmember VanEtten noted that the picnic was held and it went very well.

Zoning Board of Appeals Chair Bill Boehlke

The Zoning Board of Appeals met on August 6, 2025, in which the following business transacted... A public hearing was held for the Boehm/Kiselev Minor Subdivision Variance. Mr. Kiselev provided proof of notification to surrounding property owners. No members of the public were present, though one written comment was received expressing concern about a nearby sharp turn in the road. The Board determined the concern did not pertain to the variance request. The public hearing was closed at 7:15 PM. ... During the regular monthly meeting, the Boehm/Kiselev Variance Resolution was read. It was resolved that the condition relating to the public hearing had been met. The resolution was approved with all Board Members present in favor. Meeting adjourned at 7:20 PM.

Upcoming Meetings

- September 3, 2025 Zoning Board of Appeals Meeting at 7 PM
- September 8, 2025 Town Board Regular Meeting at 7 PM
- September 11, 2025 Senior Picnic at Cecil Hallock Park at 12 Noon
- September 11, 2025 Planning Board Meeting at 7 PM
- September 20, 2025 Townwide Yard Sale at 9 AM
- September 22, 2025 Town Board Work Meeting at 7 PM
- October 4, 2025 Mobile Spay/Neuter Clinic at Town Hall, Pre-Registration Required at jkash@townofnewbaltimore.org

Public Comment Period/Community Events

Councilmember Kash announced the September 14 New Baltimore Music and Arts Festival at Wyche Park, there are 10 acts, it is free to the public, and the rainout date is September 21.

Audit of Claims

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 123-2025
AUGUST 25, 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 2025b-08-01 to 2025b-08-29, it is

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RESOLVED that the Supervisor is hereby authorized to pay claims 2025b-08-01 to 2025b-08-29.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until September 30, 2025.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

General \$22,003.76, Highway \$11,745.62, Sewer 1 \$188.70, Water 2 \$4,645, Total \$38,583.08

Adjournment

Motion by Councilmember Downes seconded by Councilmember VanEtten, the meeting was adjourned at 8:01 PM

AYES: Ruso, Downes, Kash, Sottolano, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Respectfully Submitted,

Barbara M. Finke RMC CTO
Town Clerk