

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 1

DRAFT

OPENING OF MEETING

Supervisor O'Rourke called the meeting to order at 7:03 pm and the Pledge of Allegiance was said. Also attending: Councilwomen Benway and Finke, Councilmen Meredith and Norris, Highway Superintendent Jordan, Town Clerk Brooks, and 13 members of the public who signed the attendance sheet. Supervisor introduced guest, reminding attendees that the three schools serving New Baltimore are invited, and that Coxsackie and RCS have accepted invitation to present proposed budgets at Town Board meetings; Coxsackie will come for May Regular Meeting.

PRESENTATION: Ravena-Coeymans-Selkirk School District Proposed Budget for 2013-14 Superintendent Dr. McCartney

Dr. McCartney distributed handouts, has been a superintendent for 28 years, in education about 34 years. He has been involved in the budget process and reports that Senator Cecilia Tkaczyk with Senator Breslin did tremendous job putting pressure on state legislature to provide additional funding for schools. What happened is a change in the formula, to Gap Elimination Adjustment (GEA); if someone is hired and offered \$10, upon completion of job is given \$5, with claim that the other \$5 for payment of bills. State gave districts money, guaranteeing millions, put in Gap Elimination Statement to allow them to take money back to pay their own bills. Good news is that they are reducing the amount they take back by approximately \$900,000; they determined their wealth ratios were off, a 17-step formula; a 10-step formula now determines that. Using the aid to maintain programs based on three things: effectiveness, efficiency and economy of scale. Three classes of same subject, each with four students, will probably become one class. Advance Placement courses will be retained; two classes with 6 students each will make one section of 12; more sections of same elective art class will be offered in one year, allowing more to take; thus, rescheduling in the high school. Folk may have heard nightmares about English Language Assessments and grade 3-8 testing, kids upset, a courier left package at State Education Department; thought Long Island was sending tests back. These rumors are true, for two days Education Department was dark, no [phone] answers. Dr. McCartney's guess is that they'll take *benchmarks* on all tests and lower them; so, essentially, this year is a benchmark year. That means now there is more testing to give, huge emphasis on reading, summer reading programs and instruction is back, AIS is back, and within a basic budget.

Estimated expenses (for 2013-14) are a little over \$41 million dollars. In 2009-10 the estimated expenses for the school district were \$42 million; last year was \$41.7 million; 2012-13 are \$41.242 million. Since 2009-10, the budget has been reduced by \$1.2 million, expenditures for district have gone down, enrollment has gone down, classes have been consolidated causing staffing to go down. State aid is up by approximately \$700,000 and that brings district closer to reasonable tax levy; in 2008 we got \$16 million, this year getting \$12 million, or a \$4 million reduction, a lot due to the GEA money.

New for 2013 is that Selkirk CoGen, no longer a Payment In Lieu Of Taxes, goes back on tax rolls and property is assessed at \$152 million. When you put \$152 million assessment on tax roll, the tax levy can go up and the rate can go down. School board meets tomorrow night, 2-3% increase in tax levy, but tax rate is going to go down. In Town of New Baltimore, with proposed 2% increase in levy, on a \$100,000 assessed value home, the tax will be \$268 less or 9-10%.

May 14 'Meet the candidates' night: six candidates are running for three school board positions: 3 incumbents, John Vadney, Judy Sylvester and Jim Latter; see school district website.

He said the district transports 64 students from Town of New Baltimore. Power was lost this day: animal crawled into transformer, blew, triggered something on US Route 9W, would not be ready until 10am; buses sitting in parking lots; district chose not to keep filled buses in parking lots. By 10:30 am everything was back up; the contingency *day-before-Memorial-Day* was taken this day.

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 2

DRAFT

Kevin Kemnah asked Dr. McCartney the average class size; answer: elementary schools 22-26, high school 12-25. Dr. McCartney was advised RCS ranks 27/70 school districts in area for expending \$22,000/ per child (NYS Office of State Comptroller), with large number of handicapped students and large number of miles traveled; City of Troy and City of Albany have little or no transportation, thus less cost per child.

Legislator Jim Van Slyke asked percentage increase in pension; answer: 16.7% increase in pension, 3.5% COLA, both are slated to rise in future. District was offered 'pension smoothing plan' through retirement system rather than borrow our own money and pay interest; District chose not to do that, and a healthy fund balance takes district through summer when there is no income.

Kingsley Greene asked for pension costs for 2013-2014; answer: about the same unless something happens with stock market, saved by getting better health insurance rates without diminishing services by moving into a consortium. Regarding employee retirement and teacher retirement systems, what we owe is just taken from district's state aid.

Councilwoman Finke asked by how much the enrollment has declined; answer: 10 students less, high school enrollment is down by 6, and graduation rate looks like it will be up. District has added after school alternative ed for five reasons: if child has 2 of the 5 in life their odds of finishing diminish, few have anything to do with teach (poverty, # parents living in home, activities of interest, any kind of program for troubled learner to provide another way to learn). District will offer afterschool taught by certified teachers.

Bob Knighton asked how many households in New Baltimore paying taxes to RCS; answer: not known.

Jim Van Slyke asked the percent of budget for those 64 students; answer: not known, but Cogen coming on gives a break, level out with capital funds, reserves, additional fund balance goes into reserve without tax. If that capital reserve is run through state aid, district can get building aid. Dr. McCartney is working with an engineering firm to look at going solar in cement block building; middle school is totally electric and whether pool could be used for solar; also looking at a wind turbine that looks like a megaphone on a stick.

Bob Knighton commented that other three towns pay about \$1800/\$100,000 assessed value home, New Baltimore pays \$2500-2600; asked for explanation. Dr. McCartney answered that New Baltimore is not at full value yet.

Jim Van Slyke continued that the value of the Town is calculated at 64% about, not enough value to pay at 100%, Dr. McCartney added and don't have tax base the towns to the north have, reminding of Hague in Ticonderoga Schools whose residents had same problem.

Kevin Kemnah, unsure of schools versus businesses, said NYSERDA was considering raising kilowatt hours from 100,000 to 200,000/year. Dr. McCartney said they would work with NYSERDA and there are two companies that will put the panels on your buildings, no penetration, guarantee the savings, take a percentage, and no money out of pocket. Couple schools in area have done this.

Bill Eckert asked if there was a reason for enrollment drop; Dr. McCartney, looking at preK, said it could go back up, transient rate is high. Aid is based on average daily enrollment; this year did not replace an elementary retirement, transferred one to high school from middle school, and consolidate classes, use attrition, and not lay-off. He added that he is impressed with kids, teachers, and community at large.

MONTHLY REPORTS

County Legislator Van Slyke announced resolutions passed for: economic development loan for Boathouse Grille LLC/Shady Harbor Marina \$200,000 loan from tourism and planning; another \$200,000 from a bank and about \$100,000 already, they have invested

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 3

DRAFT

in docks, buildings; this is for inside restaurant to open end of month; appointment of John Cashin to Greene County Planning Board until 2016.

From last Monday's visit, Legislator Van Slyke thanked NY State Senator Cecilia Tkaczyk, Consolidated Highway Improvement (CHIPS) to New Baltimore was increased 26% (\$30,000) and county got 20% (\$280,000). Aid to Municipalities not as successful, couldn't get that increased from \$12,603 last year to New Baltimore; supported the increase to the schools, and brought other senator out to put on pressure; the big money was going to big wealthy school districts, she got that changed, and all our local schools were increased. Also, a slight decrease in county sales tax, ahead by 4%, but did drop a little; new guidelines for youth grant that may not be used for certain things, what projects must do and who can apply, adding that it must not be a budget item year to year. It can be refused by any 3-4 people involved in the approval; left guidelines, \$1,000 limit. Councilwoman Finke asked date of Household Hazardous Waste Day; third Saturday of June; also date for Deans Mill Bridge; unsure whether they will close it.

Councilman Norris asked about PERMA insurance, warned that taxpayer will see hit of \$80,000 increase for EMS, asked whether county vetted (*to appraise, verify, or check for accuracy, authenticity, validity*) that with the savings and is there savings to offset that increase? Legislature is looking to reopen, with report from EMS Mark Evans, knows about the problem that PERMA does not cover non-governmental entity or nonprofit who were in plan before. It is PERMA that has the regulation, and Supervisor asked what is county planning to do now that they lost their Third Party Administrator (Times Union last Thursday) who was not approved to write claims by the Workers' Compensation Board? Must find another, what will that mean to the group since Workers' Comp Board did not renew their TPA contract; New Baltimore is fortunate to not have any open Workers' Comp claims. It was not the county's plan; it was PERMA's plan to not accept that group. Councilman Norris asked all EMS Board to go back to their Board members and discuss. Legislator Van Slyke offered that one crowd stayed in because the county increasing their contribution, Catskill wanted a reduced rate. Councilman Norris said EMS is investigating becoming a county-wide ambulance, may have paramedic along with ambulance to decrease cost and improve and increase services.

Legislator Van Slyke added that Cole Hilscher's Eagle Scout was yesterday; his mission in life is to be happy and had a good crowd.

Supervisor reported the NYS Comptroller's examiners have turned in their keys and left, raised several things to look at: retirement hours being reported, why appropriate hours are not being accounted for; Procurement policy was discussed, one point was buying from a vendor, not on state contract, whom the Board allowed by resolution to match state bid, examiners pointed out not fair to those who do bid who agree to provide a service. Highway Superintendent Jordan spoke to Albright Fuels, no longer able to purchase from them, could go out for our own bid, and give opportunity to all local bidders; in April Town is pretty well through the fuel year. Supervisor printed for Board all vendors used in General Fund, need to use Procurement Policy, items under \$1000 do not require further documentation, \$1000-\$2500 require 2 verbal bids, \$2501-\$19000, then up to \$34,000 require 3 written. Some of things needing other quotes: portajohns, paper, computer services annually. Much of what Highway uses comes from state contract and, even though he had many of his quotes, must have verbal or written quotes attached to the voucher; it is the Town Board who sign and approve the vouchers. Discussion about conflict between NYS Archives retention, brought that to their attention versus how they want to see certain records. Councilman Norris had couple conversations; basically policy, a major change is coming, perhaps a fulltime office manager, they want so much, he explained how we come into office, do what was done before and that might be fine, they suggest we go to website all the time for a lot of things, involving work on our part. Because of the way they want things done, we may need more help, nothing is being mishandled, but look at this during budget time. Supervisor reviewed the process of issuing purchase orders, have a purchasing officer, accounts payable, accounts receivable, variety of different people to handle those jobs, and Town doesn't even have an in-house bookkeeper. They don't care whether small town or large county. Councilman Norris added that Town tries to do the right thing and keep business within the Town, but we are completely against the NYS Comptroller's office in that and they respond that if we don't know to check their website. Regarding newsletter, Councilwoman Finke asked whether multiple bids are needed? Supervisor answered to follow the adopted procurement policy if over \$2500; attach the three written

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 4

DRAFT

quotes to the voucher. The Town parks' portajohns need multiple bids. Supervisor added that some things are unpredictable, i.e. Highway hoses, breakdowns; if you know you're going to publish three newsletters or put portajohns in for five months, you know the cost.

Councilman Norris added that the examiners understand emergencies, but a resolution for emergencies is needed. The pump station issue was fully documented in the town clerk's detailed minutes and the examiners could go back and see that the discussion was held to get the pumps; they want to see a resolution attached to the purchasing voucher. Also, Supervisor said the NYS Comptroller's examiners want an asset inventory policy, Highway Superintendent Jordan keeps an inventory of trucks, plows and such but they want that to include chainsaws, although not to hammers. Regarding the computer inventory, there are still laptops and printers (one was purchased for \$15 after coupons) not included, that they wanted included. All the free Holcim Cement desks, chairs and cabinets need to be on asset inventory. Supervisor said Board has to put together an asset inventory policy. There are lots of changes as to how we handle retirement, different forms to sign off, too. The Town did hire a prosecuting attorney for a recent animal control incident, went well, will get \$500 of fee reimbursed from fines; Councilwoman Finke and Councilman Meredith spoke with him. Supervisor inquired if he would be willing to be on retainer for animal control or code enforcement prosecution, perhaps for next week or not at all; Board could pass resolution at May Regular Meeting. Officer Tanner was very pleased with outcome. Councilwoman Finke said he was about \$250/hour. Supervisor, speaking to other towns, learned that prosecuting attorney can pay for itself, not used very often but Town Board doesn't want to be caught scrambling. Councilwoman Finke said tried to find someone in Town but that person had dealt with one party so better to go outside of Town. Supervisor reminded in small town there is likelihood of that; will offer resolution for prosecuting attorney at May Regular.

Supervisor said an action item is needed: NYS Environmental Facilities Corporation (NYSEFC) has outstanding bond for Sewer District #1. Given lower interest rates, they are looking to refinance all their municipal bonds; they need response from Town Board by April 24. Another bond, \$145,000 and paid in 2033, they are offering to put out for lower interest rate, too; if they cannot get lower rate, there is no cost to town. If they are put out as one group, the Town does not need to go through SEQR or bond counsel. Town could accrue small additional expenses for our share, offset by the savings.

Will return to New York State Clean Water State Revolving Fund.

Town Clerk Brooks reports for March: building permits 6 \$280.00, conservation fees totally \$6.68, dog license \$1,236.00, marriage license 1 \$17.50, beer permit 1 \$20.00, park permits 3 \$75.00, minor subdivision 2 lots \$60.00, certified copies 22 \$220.00, photocopies 12 \$3.00, total local share to Supervisor \$1918.22, to NYS Ag and Markets for spay/neuter program \$254.00, to NYS Department of Health for marriages \$22.00, to NYS Environmental Conservation for sporting licenses \$114.42, total state, county, and local \$2,309.05. For dog census: license #705 has been sold, 17 are pending vaccination or spay/neuter certification; 346 were sold by Dec. 31, 2012; doubled. Supervisor thanked the Clerk's office, many sent in the orange card without necessary documentation. Clerk Brooks pointed out that the card's directions were clear, has received requests from colleagues in 3 other towns for all the info on this census. Supervisor understands Cocksackie and Coeymans have increased their dog licenses as well. Kathy Rundberg offered that, as animal control officer, she performed the follow-up; she suggested all be given to Officer Tanner, keeping in mind that owners will go to court if proper information is not submitted.

Tax Collector Jordan reports: Sewer District 1 payments are accepted with 3% penalty until close of business May 15 or postmarked that day; property taxes are accepted with 1% /month penalty through close of business April 30 or postmarked that day; Water District 2 payments are accepted with 6% penalty through close of business May 8 or postmarked that day; still receiving payments from property and Sewer District 2 billing; many calls from realty companies, banks and property owners who have not yet paid property taxes; Water District 3 and Sewer District 2 second quarter billing is mailed; second property notice goes out April 30.

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 5

DRAFT

Highway Superintendent Jordan reports Mar 20 to Apr 19: Worked on flail mower, got ready for mowing parks; Washed all plow trucks; Did maintenance on 3910 Ford tractor; Replaced shifting cables on grader; Patched holes with crusher run and winter mix; Sandblasted and painted step on John Deere loader; Replaced batteries in grader; Repaired leaking cylinder on grader; Worked on parking lot at Town Hall [looks great!]; Hauled crusher run to garage from Carver; Changed oil and filter on excavator; Repaired dump cylinder on 85 International; Cleaned up along roads where plows 'bug up'; Cut down dead tree on Flatbush Road; Picked up debris in all parks and cemeteries; Picked up some garbage along roads; Changed oil and filters on 2013 International; Installed highway radio in John Deere backhoe; Removed stumps from turnaround on Huckle Hill Lane; Started to grade dirt roads; Delivered 1 load of sand to District 2/Cecil C Hallock Park for baselines; Cleaned ditches on Old State, Acquetuck, High Rock, Roberts Hill, and Scheller Park Roads; Picked up tires dumped on Jennings Road. Supervisor asked whether the Town is being reimbursed for ballfield sand by OWLZ? Clerk Brooks asked Councilman Meredith prior to meeting about the portajohn reimbursement by OWLZ; he was looking into that this week. Councilwoman Benway asked about Town Hall power outage on Saturday morning; Superintendent Jordan related transformer blew on CR 51 just west of US Route 9W.

First portion of Highway 284 Agreement is complete at \$186,000 of \$382,000. Individuals residing on dirt roads have asked when the Town will pave, or stone and oil, the dirt roads. Previously discussed at this Board's long-range planning meeting, highway committee asked Superintendent Jordan to look at the 11 miles of dirt roads, asked how many have 2 or more residences: 4 miles of dirt roads. If Board looked at stone and oil, \$150,000 would accomplish that, leaving \$36,000. Medway-Earlton Road needs to be paved this year (\$104,000) and patching (\$60,000). Residents of Staco Road had requested stone and oil. Highway committee discussed some who spent their whole life on dirt road; if we're going to stone and oil, should we be looking at roads where other people live, does it seem fair to do one road? Then, how will we pay for Medway-Earlton Road and the patching that needs to be done. Councilman Norris asked about Old Kings Road; Superintendent Jordan said it needs to be paved, tries to do some in each district, and that could be put off to 2014. With stone and oil, last year Town tried 'green' oil, on Independence and Valley View and it did not hold the stone; additional repairs were needed, residents complained of stone in yards, lawnmowers, and, at this point, 'green' doesn't seem to be working well. Traditional method requires that it be put down before end of May, looking also at October, not permitted in heat of summer due to the vapors. Councilman Norris asked don't they usually shut down, Superintendent Jordan said some falls have early shut, they do not want to heat the oil in the terminal in Athens, they must keep it hot. Councilman Norris asked whether 'window' is now; not necessarily, could have a warm October; fall is also a limited 'window'. Supervisor answered by the time they open, we can get the quotes, only 60 days from April 1 to end of May; October is 'iffy'. Councilman Norris added concern for folks on regular road that are being pushed back, but there is only so much money. Councilwoman Benway suggested budgeting it for next year, although Supervisor is unsure of a 'pot of gold' to take it from in 2014, and reminded Board of another \$30,000 in CHIPS money. Councilman Norris asked cost to stone and oil 1 mile; Superintendent Jordan answered about \$30,000. Councilman Norris reminded of bidding out and Supervisor reminded of state contract or county pricing (resolution coming from Greene County Legislature coming any day now). Supervisor asked if Town Board decided at May Regular Meeting, would there be time? Superintendent answered it may not be, Supervisor reminded Town stands in line with everyone else; Clerk Brooks added meeting is May 13; Supervisor added could take chance and see what Oct brings, and looks to other Board members for comments. Four dirt road miles have more than 2 homes. Supervisor reminded those residents pay taxes like all of us. Councilwoman Finke asked if any other roads really need it? Superintendent Jordan answered all, he uses bus and 'artery-like' use; Medway-Earlton is used to get to CR81 from CR26, parts are stone and oil with grader patching. Bob Knighton asked \$150,000 to pave? How many houses? Four miles of stone and oil and more than 2 houses, and Supervisor continued that there are other dirt roads with only one house. Superintendent said there are eight roads, only considered if number of houses is two. On the proposed (Pine Grove, Meadow, Mirror Lake, Staco, Mt Misery, Sunset, Hawley) roads there are a total of 31 houses, and the Town would be looking at \$150,000 or a little less. Residents' argument [I pay same taxes], but they chose a dirt

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 6

DRAFT

road setting, and others have all their lives. Supervisor felt unfair to do one road, or set a plan to do them over a period of time and do we chose based on number of homes. Councilwoman Finke added that these roads would then be added to the maintenance and resurfacing list. Councilman Norris asked if better for snowplowing. Superintendent Jordan said, stone stuck in good oil/asphalt, roads have held up 16 years. Councilman Norris felt maintaining would be good; Superintendent Jordan agreed, not spending for crusher run or patching potholes, rather grading and sealing.

Councilwoman Benway summarized the extra \$30,000 makes \$120,000. Supervisor agreed but with other roads to do. Councilwoman Benway asked would this prevent other roads, planned, from being done; yes, if we're going to do all within budget, answered Superintendent Jordan. Councilman Norris asked is that the direction the Board wants to go? Maintain, and do less of the paved/stone and oil roads we have now. Mr. Kemnah asked number of miles of Town highways: 68. Supervisor said Board can look at extending the 284 Agreement, end of May seems tight timeline; if Board wanted to go that direction, if we could get permission to do in October. If Board approves it, we must get in line with the paving, Superintendent Jordan thinks right now chances are good, longer Board waits, other towns are doing the same thing he's trying to do; and everyone has to be done by end of May. If permission is granted by Board on May 13, he'll have two weeks. Coxsackie also used 'green' method last year and they are having problems also with the water-based latex. Councilman Norris described prioritizing the roads. This will be on May Regular Meeting agenda.

Town-wide Roadside Cleanup – Clerk Brooks reminded all to sign out orange bags, thanking several in the room for already having done so, bags may be signed out at end of the meeting by all including Board- don't leave!

Mowing at Town Hall- Councilman Norris reminded the decision was that the Highway crew will accomplish the mowing at 3809, as they are moving past with the equipment; no hiring will occur. Maintenance at Town Hall will be done by Ray Blaisdell, code enforcement officer. Clerk Brooks received comment from a visitor who thought absorbing the duties by current employees was a great idea.

Buildings & Grounds/Recycling Operator Sebert reports for March: microwaves 3; \$12.00 total for month; *free to residents*: 60 gallon bags of plastics 21; 55gal drums of cans 9; bundles of magazines 38; bags of newspaper 53; bags of shredded paper 17; boxes of cardboard 25. Ray Blaisdell installed the new bigger water filter, it can be cleaned, spare can be swapped out, and conversation about maintenance added an hour a week and snow removal (in season). Supervisor asked Ray to look at power, emergency and exit lights were not functioning; when power returned, emergency lights were back. Cleaner Jen Kuder will be out the week of May 24- looking for help. Supervisor asked plans for her maternity leave; Harriet is not interested, Diane Jordan is willing to substitute, will do minimal during week of May 24. Because she has only small amount of time, she cleans downstairs on alternate weeks, she signed agreement of duties. Supervisor will have Resolution at May Regular Meeting.

Building Inspector/Code Enforcement Officer Blaisdell reports for March: Building Inspections 16; Building Permits Issued 2; Building Permits Renewed 3; Certificates of Compliance Issued 2; Commercial Site Fire Inspections 1; Compliance Orders 2; General Complaints 2; New Building Permit Applications Received 2; Code Violation Investigations 2; March Application Fees \$280.05; Total Year to Date Fees \$3,287.05. Councilman Norris expects application for a new home building permit, talked about land taxed in New Baltimore, yet sitting in Greenville, and the need to rectify that.

Insurance Member Benway sent aircraft and tractor pull/special events policy; tractor pull isn't excluded. Cost is \$915/AgFest and \$606/aircraft; Rob Van Etten and Kingsley Greene report not wanting aircraft coverage. Councilwoman Benway needs final decision by May Regular Meeting in order to pass resolution and prepay the coverage.

Wastewater Treatment Chief Operator Jim Polverelli reports same report, different month, and someone is using different laundry detergent [laughter]. For Sewer District #1, since 2012's preliminary engineering report was completed, the Board will take action on the big project. The item that cannot wait is the pump station's pumps; grit that we may never be able to eliminate, pumps are not up to handling the grit. The last repair, the other pump had faulty light on, assistant Lou was down in pit and was sprayed. Then

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 7

DRAFT

other pump was being repaired, parts ordered from overseas, experiencing wear and tear, 75% of flow for district comes through the Mill Street pump station. If both were out for repair, Town would have to hook up Greene County Septic tanker. Committee is suggesting total cost \$280,000 for pump upgrades. Councilman Norris said this would cover everything needed, their study, lead engineer Brock Juusla, specifications and bidding, RFP for project, many discussions, and the first step to improve the whole system. Then, roll that into the grant/bond that we get for the district.

Supervisor said referring to preliminary engineering report, Mill Street pump station is on top, repairs are in the report (that project is broken down about p54). All Board members have quote from Delaware Engineering for the engineering work needed, included in overall price, is \$27,650. Supervisor sent changes to contract to Attorney Wukitsch, will get those changes to Mary Beth Bianconi, and then the Board needs to figure out how to pay for this.

As Councilman Norris said, the goal would be to roll into bigger project; get call-able bond, don't pay bond until its maturity but call it in sooner and pay a slightly higher interest rate, or BAN (bond anticipation note) which must be renewed yearly with legal costs. Supervisor reached out to Rapport Meyers, previous bond counsel, who have done a good job of 'holding our hands' through all the details; Town Board has a quote for bond counsel to help us through process of a BAN, with close look at certain things so it can roll into big project. Their fee is \$15,000 to do the bond, assist Board with necessary resolution, public hearing, a resolution for public hearing, a public hearing for increase in improvement, and then the bond resolution. Supervisor learned, for SEQR, this would be a Type II action since this is replacement of pumps, and not the long form. Committee discussed having this done before winter, would like to engage Delaware and Rapport Meyers at May Regular Meeting, hold public hearing in first part of June, decide on Memorial Day Work Meeting, then June Regular meeting following the public hearing, then go out for an RFP for contractors, and get the work done.

Councilman Norris reminded Board that just Sewer District #1 carries weight of these costs; over 30 years old, sorely needed, he just had problem with rotor in oxidation ditch, and would have been big expense. Town Board will hold a public hearing, listen to the district's residents, and Delaware will attend public hearing. Councilman Norris asked how bond counsel is paid; Supervisor answered last time bond counsel was rolled into the bond; there is some fund balance in Sewer District #1, but would like to keep it there in case of surprise emergency.

Kevin Kennah recommends putting the pumps in; if you don't and have break and subsequent leak, there would be some kind of fine. Supervisor added also having the expense of bringing in contractor like Greene County Septic.

Supervisor hopes the Board will act at the May Regular Meeting.

Clerk Brooks added that this time of year has USDA filings and more paperwork on the Planning Grant this week.

Planning Board Chair Rundberg reports: Planning Board met on April 11 with the following transacted: Public Hearing was held on the Lands of Hohenstein, et al., for a 9-acre minor subdivision of lands on CR 61. In the Regular Monthly Meeting that followed: Approved the Hohenstein minor subdivision; final maps and mylar to be submitted; due to a defect in required letter of authorization, discussion with property owner's authorized representative on the correction of a non-conforming subdivision and further subdivision of the property was halted until such time as the property owner is present or proper letter presented; Planning Board appointed the Attorney for the Town, David Wukitsch, to also represent the Planning Board for the 2013 year.

Supervisor attended Planning Federation training for upcoming changes to the short and long form EAF/Environmental Assessment Form, they are not sure as State will be ready to use due to 'glitches' in computer software; attorneys are saying in August we should start switching over to the new form. She added that the Town Board will also deal with this.

New this night: Greene County Planning Board appointee John Cashin reports the Board is made up of individual from every municipality in the county, General Municipal Law Section 239 requires that certain applications from planning, zoning and town boards be reviewed on county-wide level; several 'triggers', most common being if applicant is on county or state highway, then Greene County Planning Board sends recommendations

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 8

DRAFT

back to the municipality. Last Wednesday: a site plan for improvements at Windham Mountain Ski Area and a site plan for a mixed use in the Town of Jewett. Councilman Norris asked were villages included; yes, towns and villages, 18 total.

Zoning Board of Appeals Chair Tooher reports ZBA did not meet on April 3 since there were no applications to come before the Board.

Assessment Assessor Bennett reports for April: *VALUATION TENTATIVE ROLL SCHEDULE 2013*; Data files were submitted April 15 for the tentative tax roll. Published in the newspaper, Gordon will be available for informal meetings with the tentative roll on the following days: May 7 and 14 from 9am-1pm and May 3 from 5-9 pm. Uniform Percentage of Value is now 74%; was 75.5% in 2012. BOAR training class will be held on May 8 at C-GCC from 6-9 pm. Jack Ablett, reappointed, is required to attend this year. Grievance Day is May 28th, BOAR will meet from 3-5pm and resume from 6-8pm following 1 hour dinner break.

Councilman Norris responded to question last month about capital improvement exemptions; there have been 7 exemptions (totally \$143,797) phased in over period of time. Supervisor added that Gordon's term is up this fall, October, met with him to discuss where things are, and recommend retaining him at present rate, the lowest rate of the four other towns he serves. He makes himself accessible, returns inquiries, has very few grievances that go to the BOAR, and only a few that the BOAR has overruled. With no additional comments from the Board, Supervisor will prepare resolution for reappointment for the May Regular Meeting.

Economic Development Committee Chair Norris has no agenda to report. The water lodge, recently discussed with Greene IDA, is moving forward very slowly, 'snail's pace', and hoping to pick up soon with changes that have been requested. Business Appreciation Breakfast week Councilman Norris may be away, two restaurants are suing the Town and, although not a conflict of interest based on attorney's advice, it wouldn't be good Town policy to hold there. He suggests putting off for a year, having gotten feedback the year it was held outside of Town. Supervisor suggests Board take it up in fall for consideration.

Grants Chair Finke had no report.

Fire, EMS & Law Enforcement Chair Norris reports April 16 Greene County EMS meeting held at Greene County 911 center: newest Medic truck is in, radio and lights are being installed; looking to hire 1-2 paramedics; Greene County's new Workers' Compensation plan (PERMA) cannot cover Greene County EMS, found an insurance company to provide coverage with a premium increase of \$80,000; continued discussion of a county-wide ambulance service and will form a committee; held elections of officers, Mark Evans was re-elected president; ALS calls in Town for first quarter of 2013: Jan- 2, Feb- 8, Mar- 4; Total calls as of March 31: 14. Next meeting is May 21. *E-911 Sign Update* Total signs made to date: 701; 75 blank plates remain, ordered 50 more "1" from Access Safety at a cost of \$20; supplies are running low for all numbers and plates. Councilman Norris met a constituent, Greene County 911 Technician Rebecca Vermilyea suggests searching www.naavteq.com, make up a password, let them know your address on your street, they send a report and a number, suggests putting on website. Also, Van Gurpin East and West were verified. Councilman Norris asked that abandonment be sent again to Greene County Emergency Services.

Technology/Website Chair Benway reports a problem with link for zoning chapter within the Town Code. Greene County has new website www.greenegov.com

Newsletter Chair Finke has AgFest coming up, needs to find some quotes, out by end of May.

Animal Control Chair Finke reports 159 animals served at the recent Greene County Public Health rabies vaccination clinic at Medway-Grapeville Firehouse on March 27; lost cat has been found and returned to owner.

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 9

DRAFT

Parks Member Benway had two applications for summer rec director; both are wonderful, qualified, and enthusiastic; Councilman Meredith did not have opportunity to meet. Program dates are July 15-August 9. Supervisor reminded the Board did not completely fund four-week program, believes Town still anticipates \$1900 coming from state grant, if Zoom Flume is cut, and they have plans for donations, go in with expectations, but may have to cancel last week, and Councilwoman Benway suggests adding wording to resolution, "*based on a four-week program*" or "*and prorated if the program ends early*". Supervisor reported at last Board meeting that Comptroller's examiners discussed background checks for summer camps; Town runs a summer rec program that is not overseen by NYS Health Department. Before a background check is done, individual must be notified that it will occur and what type of background check it will be. They may not be offered a position based on the background check; the Town cannot be liable for anything that comes out on the background check; Town needs a policy in place. If we're going to do background checks, volunteers are included, such as a mom, grandmom, or library volunteer. Town cannot perform a background check after someone is hired, so this discussion is happening before resolutions. Councilwoman Benway believes parents like to be able to stay. Supervisor asked whether permission slips were gotten for trips and whether there is a signout for the person picking up the child at program's close; answer: yes. Clerk Brooks believes there is a part on page 2 of the Participant Registration Form, and asked if the committee had updated the form. Supervisor asked if the Board wished to do background checks; Councilwoman Benway felt if the Board was going to do, pick a date like January 1 and have it happen for everyone. Someone said there was no cost; Supervisor answered it depends, DCJC website can be used by anyone and, talked to Sheriff Seeley's office, they can do complete check, 27 pages, 2-3 weeks for no cost; policy must be in place first. Supervisor asked if Board was ready to act on this resolution.

RESOLUTION
APRIL 22, 2013

RESOLUTION APPOINTING SUMMER RECREATION DIRECTOR

RESOLVED, that Desirea Chamberlin is hereby appointed as the Summer Recreation Director, at an annual salary of \$1,900, payable in 4 installments of \$475 per week, or prorated in the event the program is shortened.

Councilwoman Benway moved and was seconded by Supervisor. No discussion. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-AYE
NORRIS-AYE O'RORKE-AYE
Adopted

RESOLUTION
APRIL 22, 2013

RESOLUTION APPOINTING ASSISTANT SUMMER RECREATION DIRECTOR

RESOLVED, that Corie Litchko is hereby appointed as the Assistant Summer Recreation Director, at an annual salary of \$1,250, payable in \$312.50 installments of 4 per week, or prorated in the event the program is shortened.

Councilwoman Benway moved and was seconded by Councilman Norris. No discussion. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-AYE
NORRIS-AYE O'RORKE-AYE
Adopted

Clerk Brooks approved the portajohn for Cornell Park for the fisherman and Cecil C Hallock/District 2 Park for the OWLZ, and with conversation tonight about quotes, is it

TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 10

DRAFT

necessary to go out for quotes. Supervisor wished Councilman Meredith luck with that task.

Personnel Chair O'Rorke announced Dawn Palmateer has scheduled workplace violence prevention training for the Town Hall staff for Thursday, May 9. Town Board members may attend any of the trainings.

Agriculture Committee Chair Norris reports 10 members of committee met April 11 at the Kriel Farm; Ron Rausch gave an update on the Farm Bill moving through Congress; Rob Van Etten report NY crop and livestock, cattle inventory has decreased due to market cycles; discussed farm safety and how to avoid injuries on tractors; next meeting is May 10 at 6pm at the Kriel Farm.

Seniors Chair Finke reports meeting next Wednesday, May 1 at town hall. Last Food n Fun for 2012-13 will be May 8, 12noon, at New Baltimore Reformed Church.

Memorial Committee Chair Benway has not met.

Ag Fest Committee Liaison Rundberg reports meeting at Rob and Shelly's home. All received their assignments for going into the community seeking donations. Property will be set up on Memorial Day weekend. First flyer is out. Clerk Brooks asked when electricity should be on for the workers; the Thursday prior. Superintendent Jordan is scheduling to move picnic tables from the parks for that event.

Town Courts Liaison Benway reports 161 cases, Town's share for March is \$13,375.00; NY State Comptroller's share \$13,411.00.

Historian Hilscher reports for March: Organized ephemera of John Wood (1896-1980), who lived on Hillcrest Road, Greenville, but went to school at New Baltimore District #5; Transcribed postcards; Delivered collection to Vedder Memorial Library, Spent two Sat mornings at the Vedder Library with diaries of Elizabeth Miller of Medway, Ms. Miller made diaries from 1861, 1863, 1864 and later; Transcribed many entries for use in newsletter article; Met with Robert Sopp, new owner of Hannibal Manor, Make careful study of home, which has many hand-hewn members; Met Al Collins, new owner of the Vanderzee farm; With my son Cole, spent several hours clearing room for removal of the press.

May Work Meeting

Supervisor pointed out the May Work Meeting falls on the observation of Memorial Day, hearing no objection, she read.

**RESOLUTION
APRIL 22, 2013**

RESOLUTION CANCELLING MAY WORK MEETING

WHEREAS the 2013 Organizational Meeting Resolutions reflect the date of the May Work Meeting, that falls on Town-determined holiday of Memorial Day, would be determined at a later date,

IT IS HEREBY RESOLVED that a May Work Meeting will not be held.

Supervisor moved and was seconded by Councilwoman Benway. No discussion. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

**ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-AYE
NORRIS-AYE O'RORKE-AYE
Adopted**

Tenth Annual Town-wide Yard Sale will be September 21, 2013.

**TOWN OF NEW BALTIMORE
WORK MEETING
APRIL 22, 2013- page 11**

DRAFT

EXECUTIVE SESSION

With no more from the Town Board or the public, Councilwoman Benway moved to adjourn to executive session for the purpose of personnel matter and was seconded by Supervisor.

Motion Carried Ayes-5

Nays-0

The Town Board adjourned to executive session at 9:29 pm; executive session began at 9:30 pm.

Motion to close executive session was made by Supervisor and was seconded by Councilwoman Benway.

Motion Carried Ayes-5

Nays-0

Executive session was closed at 9:50 p.m.

Motion to re-open the Town Board meeting was made by Councilwoman Benway and seconded by Councilman Norris.

Motion Carried Ayes-

Nays-0

The meeting was re-opened at 9:51 p.m.

Councilman Norris and Supervisor reminded the Board, after putting out an RFP for bookkeeping services in October 2012, responses due in November 2012, and that no responses were received.

**RESOLUTION
APRIL 22, 2013**

RESOLUTION APPOINTING EVENING STAR BOOKKEEPING SERVICES

RESOLVED that the Town Board does hereby hire Evening Star Bookkeeping Services effective immediately, per the attached proposed agreement, and shall be payable in monthly invoicing; and

RESOLVED, that the Town Supervisor is authorized to sign the attached agreements.

Councilwoman Benway moved and was seconded by Councilman Norris. No discussion. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

**ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-AYE
NORRIS-AYE O'RORKE-AYE**

Adopted

Returning to an earlier item, changing market conditions can produce a lower rate, like having an adjustable mortgage. Supervisor pointed out that Board could sit with what we have, bond rates are very low. This has gone out to all towns and villages with bonds with NYS Environmental Facilities Corporation.

**RESOLUTION
APRIL 22, 2013**

**RESOLUTION AUTHORIZING SUPERVISOR TO EXECUTE NEW YORK STATE
ENVIRONMENTAL FACILITIES CORPORATION CLOSING CERTIFICATE AND
SUPPLEMENTAL AGREEMENT FOR SEWER DISTRICT #1 REFINANCING**

WHEREAS Sewer District #1 has bonding through the New York State Environmental Facilities (SRF) Corporation's State Clean Water and Drinking Water Revolving Funds; and

WORK MEETING
APRIL 22, 2013- page 12

DRAFT

WHEREAS the New York State Environmental Facilities Corporation is undertaking a refinancing initiative on behalf of the municipalities that have funded projects through the State Clean Water and Drinking Water Revolving Funds, and

WHEREAS authorization is needed from each municipality to be included in the refinancing initiative;

THEREFORE, BE IT RESOLVED that the Supervisor be authorized to execute the required Closing Certificate and Supplemental Agreement to take part in the refinancing initiative.

Councilwoman Benway moved and was seconded by Councilman Norris. No discussion. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

**ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-AYE
NORRIS-AYE O'RORKE-AYE
Adopted**

ADJOURNMENT

With no further business to come before the Board, Supervisor thanked Catskill Daily Mail's reporter Bill Eckert for his work reporting for the Town, he will be missed, and gave him a token of our gratitude for his good work. Bill introduced Kyle Adams, who will be reporting New Baltimore beginning in May. **Supervisor moved for adjournment, seconded by Councilman Meredith.** No discussion. The adoption of the foregoing Motion was duly put to a vote, and upon roll call, the vote was as follows:

**BENWAY-AYE FINKE-AYE MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE
Motion Carried**

The meeting was adjourned at 9:59 pm.

Respectfully,
Janet A. Brooks
Town Clerk