

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

**DECEMBER 23, 2019
AGENDA**

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Presentation by David Wells, Director of Community Solar, New York Nexamp

Reports

Supervisor

County Legislator

Town Clerk

- December 9, 2019 Town Board Regular Meeting Minutes

Tax Collector

Historian

Agriculture (Chair R. VanEtten/Member Irving)

Ag Fest Liaison (Member Irving)

Animal Control (Chair Irving/Member Ruso)

- Resolution to Adopt Certificate of Redemption
- Resolution Authorizing Supervisor to Execute Agreement with Columbia-Greene Humane Society

Assessment (Chair VanEtten/Member Ruso)

Buildings & Grounds/Recycling (Chair Irving/Member Briody)

- Resolution to Authorize the Supervisor to Enter Into an Agreement for Photocopying/Printing Equipment at Town Hall

Building Inspector/Code Enforcement (Chair VanEtten/Member Briody)

Fire, EMS & Law Enforcement (Chair Dellisanti/Member Downes)

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

Greene County EMS (Representative Dellisanti/Deputy Ruso)

- Letter from Mark Evans, President of the Greene County Emergency Medical Systems, Inc.

Greene County Planning Board (Member Irving)

Highway (Chair Ruso/Member Briody)

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

- Resolution to Amend the Town Compensatory Time Policy

Planning Board/Zoning Board of Appeals (Chair Irving/Member Ruso)

Seniors (Chair VanEtten/Member Ruso)

Technology/Website (Chair Briody/Member Downes)

- Resolution to Authorize the Supervisor to Sign Annual Agreement for IT Services

Town Courts Liaison (Chair VanEtten/Member Briody)

- Revised Letter of Resignation from Town Justice Thomas Meacham

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Briody)

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

- Resolution Authorizing Councilmember VanEtten and Supervisor Ruso to Apply for 2020 Greene County Youth Grant
- Resolution Authorizing the Supervisor to Execute a One-Year Lease Extension for Hannacroix Preserve and Hudson River Interpretive Trail Parking Area

Public Comment Period/Community Events

- January 1, 2019 2PM Swearing-In Ceremony for Supervisor, Councilmembers, Highway Superintendent, and Town Justice followed by Organizational Meeting
- January 8, 2020 ZBA Meeting at 7:30 PM
- January 9, 2020 Planning Board Meeting at 7 PM
- January 13, 2020 Town Board Regular Meeting at 7 PM
- January 20, 2020 Town Hall Closed for Martin Luther King Day
- January 27, 2020 Town Board Work Meeting at 7 PM

Audit of Claims

Adjournment

****** Agenda Subject to Change******

GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS

1. The Supervisor shall preside at the meetings of the Town Board. In the absence of the Supervisor, the Deputy Supervisor shall be the acting Supervisor. In the event both the Supervisor and the Deputy Supervisor are absent, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.
2. Town residents who wish to speak shall fill out a card at the entrances of the meeting room listing their name, contact information, and the subject matter in which they would like to speak. These cards will be collected prior to the beginning of the Town Board meeting and given to the Town Supervisor or Deputy Supervisor in the absence of the Supervisor.
3. Speakers must be recognized by the presiding officer and then proceed to the lectern and state their name and address. They must limit their remarks on official town business to up to three minutes on a given topic and may not yield any remaining time to another speaker. They must address their remarks to the Board as a body and not to any member thereof and not to other members of the audience in the form of a debate.
4. Speakers should present their remarks in a courteous manner and may not make disparaging remarks or personal comments about public officials, town residents, or others. All speakers will observe the commonly accepted rules of courtesy, decorum, dignity, and good taste with no cursing, swearing, clapping, booing, finger pointing, bullying, whispering, or talking that disrupts the proceedings of the business of the Town Board.

5. Any speaker who disregards the directives of the presiding officer in enforcing the rules, disturbs the peace at a meeting, makes impertinent or slanderous remarks, or generally conducts themselves in an inappropriate manner shall be barred from further participation and will forfeit any balance of time remaining for their comments.
6. After a final warning, if a speaker willfully refuses to step down, the Town Supervisor shall contact the appropriate authorities to remove the speaker from the meeting room and to restore order.
7. The Town Supervisor, or in their absence the Deputy Supervisor, shall ensure compliance with these rules.

This policy will be amended by Majority vote of the Town Board.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 172-2019
DECEMBER 23, 2019**

RESOLUTION TO ADOPT CERTIFICATE OF REDEMPTION

WHEREAS the Animal Control Officer brings dogs to the Columbia-Greene Humane Society/SPCA following calls from law enforcement or residents where the owner cannot be located.

WHEREAS the Town is charged daily impoundment fees that are sometimes uncollected when dogs are redeemed and the owners have not paid said fees.

RESOLVED the Town of New Baltimore hereby adopts a Certificate of Redemption to be obtained by dog owners upon payment of impoundment fees that is subsequently given to the Columbia-Greene Humane Society/SPCA before a dog can be released to the owner.



TOWN OF NEW BALTIMORE

County of Greene
3809 County Rte. 51
Hannacroix, N.Y. 12087

Telephone: (518) 756-6671
TDD/TTY: (800) 662-1220
Fax: (518) 756-8880
Web: www.townofnewbaltimore.org

This is to Certify that on _____, 20____,
_____, owner
of _____
_____ (name and description of
dog) has paid \$_____ to the Town of New Baltimore, which
represents the Redemption Fee for said dog. The signature below
is authorization for the Columbia-Greene Humane Society/SPCA
to release the dog to the above-named.

Printed Name

Signature

Title

Seal

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 173-2019
DECEMBER 23, 2019**

**RESOLUTION AUTHORIZING SUPERVISOR TO EXECUTE AGREEMENT WITH
COLUMBIA-GREENE HUMANE SOCIETY**

RESOLVED that the Town Board does hereby authorize the Supervisor to execute an agreement with the Columbia-Greene Humane Society/SPCA for the period January 1-December 31, 2020 for shelter services at a rate of \$35 per dog per day for the first ten days of housing and \$300 will be added on the eleventh day where the dog will become responsibility of the Columbia-Greene Humane Society/SPCA.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 174-2019
DECEMBER 23, 2019**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO ENTER INTO AN AGREEMENT
FOR PHOTOCOPYING/PRINTING EQUIPMENT AT TOWN HALL**

WHEREAS the current lease has expired and a replacement copier/printer and lease is necessary for the continued operation of Town business.

WHEREAS the Procurement Policy adopted by the Town Board on January 1, 2019 requires two quotes for equipment and two were secured.

RESOLVED that the Supervisor is authorized to enter into an Agreement with _____, the lowest responsible bidder, for monthly service and a five-year lease of equipment.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 175-2019
DECEMBER 23, 2019**

RESOLUTION TO AMEND THE TOWN COMPENSATORY TIME POLICY

WHEREAS the current comp time policy had allowed for the accumulation of comp time for employees working less than 40 hours in a week.

WHEREAS the Town of New Baltimore allowed such practice to continue for 2019 and evaluate the policy during 2019 and make recommendations to continue or discontinue that policy.

WHEREAS the Town of New Baltimore already provides ample amounts of paid benefit time off (Vacation, Holiday, Personal and Sick) that allows employees to take time off.

WHEREAS the Town of New Baltimore has determined the policy reduces the hours available to provide service to the residents of the Town.

RESOLVED that the policy for Compensatory Time is hereby amended to include only hours worked in excess of 40 hours in a given week as Compensatory Time.

AND BE IT FURTHER RESOLVED that the Employee Handbook be amended to reflect this change.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 176-2019
DECEMBER 23, 2019**

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SIGN
AN AGREEMENT FOR IT SERVICES**

WHEREAS the Town of New Baltimore will be utilizing professional IT Services for 2020.

WHEREAS the Attorney for the Town has determined that said services are considered professional services or services requiring special or technical skill, training or expertise according to the Town of New Baltimore Procurement Policy adopted January 1, 2019.

RESOLVED that the Town Supervisor is authorized to sign an Agreement with Intelligent Technology Solutions, Inc. for IT Services until December 31, 2020.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 177-2019
DECEMBER 23, 2019**

**RESOLUTION AUTHORIZING COUNCILMEMBER VANETTEN AND
SUPERVISOR RUSO TO APPLY FOR 2020
GREENE COUNTY YOUTH GRANT**

RESOLVED that Councilmember Shelly VanEtten, Chair of the Youth, Parks and Recreation Committee and the Grants/Promotions/Economic Development Committee and Supervisor Jeffry Ruso. Member of the Youth, Parks and Recreation Committee and the Grants/Promotions/ Economic Development Committee apply for a 2020 Greene County Youth Grant.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 178-2019

DECEMBER 23, 2019

**RESOLUTION AUTHORIZING THE SUPERVISOR TO EXECUTE A
ONE-YEAR LEASE EXTENSION FOR HANNACROIX PRESERVE AND HUDSON
RIVER INTERPRETIVE TRAIL PARKING AREA**

BE IT RESOLVED that the Town Board hereby authorizes the Supervisor to execute lease extension, between the Town of New Baltimore and Open Space Conservancy, Inc., for the parking area used for the Hannacroix Preserve and the Hudson River Interpretive Trail for a one-year period expiring December 31, 2020.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 179-2019
DECEMBER 23, 2019**

**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 2019b-12-01 to 2019b-12-, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2019b-12-01 to 2019b-12-.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until January 31, 2020.