

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

**MARCH 8, 2021  
AGENDA**

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

**Pledge of Allegiance**

**Mary Beth Bianconi to Update Town Board on Water District No. 2**

**Approval of Minutes**

- February 22, 2021 Town Board Work Meeting Minutes

**Public Comment Period**

**New Business**

- Resolution to Adopt Supervisor's 2020 Annual Financial Report Update Document Submitted to the State Comptroller and on File in the Town Clerk's Office for Public Inspection
- Resolution to Reimburse the Village of Coxsackie for Repairs to a Water Main Break in Water District No. 2
- Resolution to Authorize the Town Clerk to Attend the New York State Town Clerks Association Virtual Annual Conference
- Resolution to Authorize the Supervisor to Execute an Agreement with County Waste & Recycling
- Resolution to Adopt Updated Employee Handbook
- Resolution to Approve Emergency Repair of Highway Vehicle
- Audit of Claims

**Upcoming Meetings**

- March 11, 2021 Planning Board Meeting at 7 PM
- March 22, 2021 Town Board Work Meeting at 7 PM
- April 7, 2021 Zoning Board of Appeals Meeting at 7:30 PM if Needed
- April 8, 2021 Planning Board Meeting at 7 PM
- April 12, 2021 Town Board Regular Meeting at 7 PM
- April 26, 2021 Town Board Work Meeting at 7 PM

**Public Comment Period/Community Events**

**Adjournment**

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

## **GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS**

1. The Supervisor shall preside at the meetings of the Town Board. In the absence of the Supervisor, the Deputy Supervisor shall be the acting Supervisor. In the event both the Supervisor and the Deputy Supervisor are absent, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.
2. Town residents who wish to speak shall fill out a card at the 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 65-2021**

**MARCH 8, 2021**

**RESOLUTION TO ADOPT SUPERVISOR'S 2020 ANNUAL FINANCIAL REPORT  
UPDATE DOCUMENT SUBMITTED TO THE STATE COMPTROLLER AND ON  
FILE IN THE TOWN CLERK'S OFFICE FOR PUBLIC INSPECTION**

*WHEREAS* the Supervisor shall submit to the Town Clerk, within ninety (90) days after the close of the fiscal year, a copy of the Annual Financial Report to the State Comptroller, and that the Town Clerk shall place a notice that the report is on file in the Office of the Town Clerk, to be so published within ten (10) days after receipt thereof, in the official newspaper of the Town of New Baltimore. Said report was submitted by the Town's Bookkeeper in a form approved by the State Comptroller on February 26, 2021.

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

**RESOLUTION 66-2021**

**MARCH 8, 2021**

**RESOLUTION TO REIMBURSE THE VILLAGE OF COXSACKIE  
FOR REPAIRS TO WATER MAIN BREAK IN WATER DISTRICT NO. 2**

*WHEREAS* a water main break occurred on June 2, 2020 beneath the southbound lane of the New York State Thruway which feeds Water District No. 2 and the Village of Coxsackie coordinated contractors and staff to perform the necessary repairs to restore water service.

*RESOLVED* the Town of New Baltimore reimburses the Village of Coxsackie for the costs incurred on said project at a total cost of \$320,729.94 from a bond secured through The Bank of Greene County, Purchase Order SW-2021-506 and Voucher 2021-03-50.

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

**RESOLUTION 67-2021**

**MARCH 8, 2021**

**RESOLUTION TO AUTHORIZE THE TOWN CLERK TO ATTEND  
THE NEW YORK STATE TOWN CLERKS ASSOCIATION  
VIRTUAL ANNUAL CONFERENCE**

*WHEREAS* the New York State Town Clerks Association has scheduled their Virtual Annual Conference from April 26-28, 2021.

*RESOLVED* that Town Clerk Barbara Finke is authorized to attend said training virtually at a cost off \$125 for registration.

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

**RESOLUTION 68-2021**

**MARCH 8, 2021**

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO  
EXECUTE AN AGREEMENT WITH COUNTY WASTE & RECYCLING**

*WHEREAS* the current service agreement has expired and two quotes were received.

*RESOLVED* the Supervisor is authorized to sign an agreement with County Waste & Recycling at the monthly cost of \$75 which includes all fuel and fees.

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

**RESOLUTION 69-2021**

**MARCH 8, 2021**

**RESOLUTION TO ADOPT UPDATED EMPLOYEE HANDBOOK**

***WHEREAS*** the Employee Handbook has been updated to correct typographical errors and clarify that those who retired before October 14, 2014, the Town will pay 100 percent of the full premium.

***RESOLVED*** the Employee Handbook originally adopted by the New Baltimore Town Board by Resolution on November 24, 2014 and updated as needed is in full force and effect for 2021.

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

**RESOLUTION 70-2021**

**MARCH 8, 2021**

**RESOLUTION TO APPROVE EMERGENCY REPAIR OF HIGHWAY VEHICLE**

**WHEREAS** the Town Board adopted a Procurement Policy on January 1, 2021 concerning the procurement of goods and services.

**WHEREAS** it was determined that the front and rear drive axels on the 1998 International were damaged and needed to be repaired for continued use during snowplowing.

**WHEREAS** due to the emergency condition of this purchase and according to Procurement Policy 6 b, Section 103(4) of the General Municipal Law, this repair had to be performed immediately and an alternative proposal might threaten the life, health, safety or welfare of the residents.

**BE IT RESOLVED** that the Town Board of the Town of New Baltimore approves said emergency repair from Heavy Duty Automatics for \$11,005.46, Purchase Order No. H-2021-56, and Voucher No. 2021-03-33.

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

**RESOLUTION 71-2021**

**MARCH 8, 2021**

**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 2021-03-01 to 2021-03-50, it is

*RESOLVED* that the Supervisor is hereby authorized to pay claims 2021-03-01 to 2021-03-50.

*BE IT FURTHER RESOLVED* that the Town Clerk will prepare an abstract and hold it for public review until April 30, 2021.