

**COUNTY OF GREENE
TOWN OF NEW BALTIMORE
TOWN BOARD WORK MEETING
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OPENING OF MEETING

The meeting was called to order by Supervisor O'Rorke at 7:36 pm and followed by the Pledge of Allegiance. In attendance: Councilwoman Finke, Councilman Norris, Highway Superintendent Jordan, Town Clerk Brooks and 20 members of the public who signed attendance sheet. Absent: Councilmen Byas and Meredith.

MONTHLY REPORTS

Supervisor reported that she will attend Government Finance Officers Association conference in Lake Placid (at no cost to Town), one agenda item is Property Tax Cap, Governor's office has not ruled on county chargebacks- will town or county get this item? New Baltimore's growth factor is 1.0184 and is among the higher in Greene County. Even with county chargebacks added in, Town is still within range to avoid the local law; if override is necessary, it must be done prior to adopting 2012 Budget. Neighboring towns are doing the local law. If a town goes over the 2%, when the state audits they may require an entity to set those funds aside, whether or not there is a fund balance. Councilman Norris said the Town should be fine with her budget (-1.62%). Supervisor reminds there is an increase in college chargebacks; any resident attending an out-of-county community college causes the chargebacks; Greene County will, over 5 years, take that over. Chargebacks also include cost of an election (towns no longer own their own machines) and any changes regarding tax assessments. Ellie Alfeld asked, if it is over 2%, can the Board take what is needed out of the Reserve Fund in order to stay under the 2%; Supervisor said, once the budget is passed, they cannot, and the Town is not allowed to set up Reserve Fund for that purpose. Bob Knighton asked if Town Board can pass a contingency resolution with wording, "if the chargebacks are counted against the Town"; Supervisor said all the rules and the unknowns could be a reason to pass the resolution. Councilman Norris said if budget is passed and it is less than 2% increase, the Town is okay?; Supervisor said yes, even counting in the county chargebacks. Supervisor spoke with a county legislator; the county is betting that the chargebacks will go to towns' budgets. If employees or elected officials need to make changes to W4's or have a question about a paycheck, contact Supervisor or Town Clerk directly; do not contact the Attorney for the Town.

Supervisor met with representative of Village of Coxsackie, New Baltimore's wastewater treatment plant operator, and Village of Coxsackie's wastewater treatment plant operator regarding the Sewer District #2/Kalkberg Commerce Park pump station. A process has been determined; the Village was very generous and will maintain the station at no additional cost, and Attorney Wukitsch will finish an intermunicipal agreement between the Town and the Village of Coxsackie. If Town of New Baltimore were to take over the maintenance, there would be mileage back and forth (and no trailer for Jim Polverelli's mower). It seemed best for the Village to maintain it, considering that the pump station's line returns to the Village's plant. There will be no backcharge to Town of New Baltimore except time and materials, as in the previous mice problem, for which the Village would be repaid; New Baltimore's Operator Jim Polverelli was in agreement.

Councilman Norris asked who pays for Sewer District #2; Supervisor said it is paid by its resident, Serta; however, Empire Merchants, sitting in Town of Coxsackie, has its flow processed through this pump station. Supervisor will bill the Town of Coxsackie in July, Town of Coxsackie will add that to taxes assessed to Empire (and future residents of Houghtaling Road/Kalkberg Commerce Park), and then remit to Town of New Baltimore. Councilman Norris clarified that in the Town of New Baltimore there is no town-wide sewer fee or water fee; answer: correct, those fees are attributable to the residents of those districts.

Town Clerk Brooks reported for month of September: Building Permits 7 \$1,037.81; Deck and porches 1 \$75.00; Garage 2 \$348.80; Septic System replacement 1 \$40.00; Certificate of Occupancy searches 1 \$15.00; Conservation fees 7 \$34.44 (statement of Town's commissions hangs in office hallway); Dog licenses 11 \$87.00; marriage licenses 1 \$17.50; Minor subdivision 1 \$60.00; Certified copies 12 \$120.00; Photocopies 24 \$6.00; Recycle fees \$42.00; with a total to Town Supervisor \$1,993.50; to NYS Ag and Markets for spay/neuter \$13.00;

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NYS Department of Health for marriages \$22.50; and to NYS Environmental Conservation for sporting licenses \$596.56.

No doe tags/deer management permits were available in Town of New Baltimore for this season; the DEC phone number to hear complaints from Town residents is 518-402-8843. The last free rabies vaccine clinic for dogs, cats, and ferrets is Wednesday at the Hunter Firehouse.

During the month: nearly all the accounts payables balances are resolved from the Board's second abstract in August to pay the town's bills; completed 2 FOILS and have sent out a second notice on the one that has not been picked up; attended meeting of the ColGreene Town Clerks Association in Hudson and surprise celebration for retirement of long-term Greenville Town Clerk Ronnie Campbell; Records management is a daily challenge to make space in packed file cabinets, starting to consider the possibilities for a records project for end of 2011; in addition to the 2011 Board minutes, Clerk Brooks is considering a portion of older payroll records; If anyone has an invoice to be paid in November, be certain to sign it and turn it in tonight or by Wednesday, Nov 2. She thanked Councilwoman Finke for returning the Town-wide Yard Sale history file.

Highway Superintendent Jordan reports for Sept 23 -Oct 21: Dug out soft spot in roadway on Liberty Street; Mixed up sand and salt and put in shed; Sent 89 International to Watkin Spring for broken spring repair; Sand blasted and painted frame on 80 Oshkosh; Replaced leaking air tank on 80 Oshkosh; Installed new rear brake spring kits on 80 Oshkosh; Put wing box back on 80 Oshkosh; Sent 80 Oshkosh to Watkin Spring for new springs; Patched dirt roads with crusher run; Hauled road sand from Peckham; Cleaned grates and drains in Hamlet; Cut and cleaned up fallen trees in Mathews Point; Installed weeper drain on Liberty Street; Installed 36"x40' culvert on Staco Road; Finished mowing along roads; Installed 24"x 60' culvert pipe on Hillcrest Road; Picked up new sander from Arrowhead equipment for 80 Oshkosh; Installed 12"x30' culvert pipe on Featherbed Lane; Took 2011 International to T&T to have plow installed; Replaced rotted metal culverts on west end of Jennings Road 36"x40'; Mowed and weeded District 2/Cecil C Hallock Park; Finished all road repairs for which FEMA will reimburse; Installed new sander on 80 Oshkosh; Changed oil and filter on 2002 pickup; Serviced rollers and put away for winter; Cleaned ditches on Flatbush Road; Repaired front brakes on 80 Oshkosh; Started to grade dirt roads and clean ditches; Total for mowing Town's parks to date: \$4,811.00.

Councilman Norris commented that Hillcrest Road took quite a hit with storm; resident called with compliments for work done for safety on Jennings Road.

Supervisor thanked Denis and Alan VanWormer for completing all FEMA paperwork. With about \$40,000 in items, the Town has asked for approval for mitigation; FEMA will consider mitigation for \$5,000-10,000. Supervisor said the multiyear planning meeting produced a revised Highway 284 Agreement for the Town Board's consideration: High Rock Road for stone and oil; FEMA costs will be around that figure of \$50,000, so will not have to dig into Fund Balance; High Rock will be on the list for next year.

Wastewater Treatment Plant Chief Operator Polverelli reports for September: processing 1,129,616 gallons; Sept 5 NYS Rural Water in to offer assistance at plant; Sept 6 wet weather mode of operation due to heavy rains; Sept 27 NYSDEC inspection; Sept 29 rain event with high flows. The NYSDEC inspection request regarding the alarm installation and Request For Proposal has been answered by Supervisor.

Building Inspector/Code Enforcement Officer Raymond Blaisdell reports for September as follows: Building Inspections: 29; Building Permits Issued: 6; Building Permits Renewed: 4; Certificates of Compliance Issued: 4; Commercial Site Fire Inspections: 2; Court Appearances 1; Junk Vehicle Complaints: 1; New Building Permit Applications Received: 8; Residential Fire Inspections (Pellet Stove): 1; Sign Permit Applications: 1; Code Violation Investigations: 3; Application Fees for September, 2011: \$1,204.11; Total Fees Year to Date: \$10,123.81.

Assessor Gordon Bennett reports STAR Enhanced exemption renewals will be mailed this week; the majority of homeowners who receive the Enhanced exemption have taken advantage

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of the income verification program (IVP), saving time and money; we look forward to working with Ray Blaisdell, unfortunately ORPS cancelled the online data collection class into which Ray had enrolled, Gordon hopes to assist in training Ray; Julie is all caught up after her 2 month medical leave, fusion surgery was a success and physical therapy has been started.

Agriculture Committee reports for October 24: Ag Committee had a joint meeting with the Economic Development committee on Oct 6, the guest speaker was Kathleen Whitley-Hamm who spoke about broadband cable in the region and her Queensbury, NY seminar hosted by Congressman Gibson. Her group, Concerned Citizens for Better Broadband in Greene County, is looking for ways to expand and improve internet service in Greenville and the surrounding towns in the county. Next meeting: November 3 at 6:30 pm.

AgFest Committee is not expected to meet until January.

Planning Board Chair M. Kathleen Rundberg reported October 24: Planning Board met on October 13 with the following business transacted: Public Hearings were held for the following: Site Plan Application for Hektar Holding Company, LLC, and Minor Subdivision Application for Hektar Holding Company, LLC. In the Regular Monthly Meeting that followed, business was conducted as follows: Old Business: Approved Site Plan Application for addition to be added to building owned by Hektar Holding Company, LLC, located at 13880 Route 9W to house turbocharger rebuilding facility; Approved two-lot minor subdivision for Hektar Holding Company, LLC; Continued Site Plan discussion with William Brandt for his proposed assisted living facility (Bristol Manor) to be constructed at 12514 US Route 9W. Work meeting was tentatively scheduled for October 27 to meet with Mr. Brandt and/or his authorized representatives and representatives of the emergency service providers with regard to the proposed facility. New Business: Received Minor Subdivision Application for a two-lot subdivision of property owned by Malcolm and Brooke Travelstead on Route 26. Required Public Hearing has been scheduled for 7:30 pm, Nov 10, 2011. Other: Kathy Rundberg and Bill Johns attended the New York State Planning Federation annual conference held Columbus Day weekend at Crowne Plaza in Albany, New York. Ellie Alfeld commented regarding Hektar Holding: the Town is blessed to have a new business of this stature, its owners felt the Planning Board worked diligently and spoke highly of all people in Town of New Baltimore, this is in addition to their Ft Edward plant, has not come to the Town from Greene County IDA. Its focus is turbine repair and will potentially employ 60 skilled workers; Councilman Norris added that Code Enforcement Officer is working with owner.

Zoning Board of Appeals Chair Meave Tooher reports October 24: Zoning Board of Appeals met on October 5 with the following business transacted: Public Hearing was held on the annual renewal of the Use Variance for Bruce and Rose Ubrich. In the Regular Monthly Meeting that followed, the Use Variance was renewed with same conditions applying but no longer requiring annual renewal. Supervisor understands that the Code Enforcement Officer will determine whether they are meeting the requirements of their Variance.

Recycling Center Operator Sebert reports 5 tires - \$10.00, for total monthly revenue of \$10.00. Free to residents: 60gallon bags of plastic-21; 55gallon drums of cans-7; bundles of magazines-44; bundles of newspaper-66; bags of shredded paper-9; bundles of cardboard-28; metal-1 ton. Four tires were received from Hwy Department; Hwy removed 30 tires from Recycling Center. For Town Hall Maintenance Sebert reports changing light bulbs in the ceiling fluorescent fixtures. Code Enforcement Officer Blaisdell agreed to finish and install dutch doors, he has pressing family issues; Clerk Loux' door is installed and he will finish shortly.

Animal Control Officer Joe Tanner's new cell phone number is 703-4746, announced Clerk Brooks. Supervisor has heard of no incidents or complaints during the month.

Fire, Police and Greene County EMS- Greene County EMS reports: At the October 18 meeting the board voted to make towns' contracts 3 years, matching the 3 year contract passed with the county; town supervisors will be receiving the contract soon; voted on a new 401(K) plan for

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the paramedics. Town of New Baltimore calls for September: 6; total: 54. Emergency Management Officer Alan Van Wormer reports: Finished project worksheets for New Baltimore Fire District; Finished project worksheets for Town of New Baltimore; Performed site visits with FEMA to view damaged areas; Started to work on project worksheets for Medway-Grapeville Fire District; Should be able to hold closeout meetings with FEMA within next 2 weeks and get funds flowing; Gave copies of all project worksheets for the Town to Supervisor, these totals do not include a small administrative allowance which will be added at the end; NOTE: Regarding donations to the mountaintop, the following items are needed: sheetrock, drywall screws, drywall tape, joint compound, cleaning products, sponges, 2x4s, cash donation to purchase items, and anyone with carpentry skills. Regarding people wishing to donate furniture: they are not to the point where they are ready for it, nor do they have room to store it, but if they can hold it/store it until spring, it will be accepted then.

Parks – committee absent. Supervisor commented the south boundary fence of Cornell Park is down; does it belong to Town or Backlund? Ruts continue in the parks, Clerk Brooks has turned off electricity and portajohns were picked up after the last rental.

Economic Development Committee will meet Thursday, November 17, 7:30pm at the Town Hall; guest speaker will be Warren Hart, Greene County Economic Development, Planning and Tourism.

Promotions/Grants- Councilwoman Finke reported attending Governor's conferences on Sept 27 and Oct 6 launching economic development councils as single points of contact for economic development; Spoke with agency personnel regarding issue with 50% grants; some grants were available for modernization but we are on Greene County's register only. Clerk Brooks suggested speaking with Cless Bush regarding his research affected by the office addition on Town Hall.

Newsletter/Website/Technology Supervisor said a voucher signed by ITS was presented for payment at previous Board meeting; it indicated that all services were rendered including software upgrade for 7 computers. Supervisor was unwilling to sign as software was not upgraded on her machine. Councilman Meredith went back to ITS and Supervisor received an email indicating that the upgrade had been installed on clerk's desktop and laptop, supervisor and CEO's desktops, planning clerk's desktop had issues with compatibility, and the assessor's and tax collector's laptops were not available at Town Hall. The president of ITS stated the company cannot continue with delays, purchases made by them, and stated that items not installed were out of their control. Supervisor responded to the president that the upgrade was not installed on her desktop and town clerk's laptop, and no one had notified Building/Planning and Zoning Clerk of any problem with her computer. Councilman Meredith intervened and they took out ticket to install the software upgrade; Supervisor contacted ITS to determine whose computer the software upgrade was on; at that point, ITS stated it was only on Town Clerk's new computer, with which it had been purchased, and the Code Enforcement Officer's hand-me-down machine from the Town Clerk's office; all the others still did not have the software upgrade installed. Supervisor takes issue with a service provider who bills for services not rendered and signs a voucher for services not rendered; Supervisor is unsure if the business has become so large that they cannot keep track of what their employees are doing; her Microsoft Outlook is not correct and Tax Collector Lynn Taylor had not been notified to bring in her computer. Also, Assessor Bennett asks why new software would be put on his very old and hardly-used laptop.

Supervisor wonders what is going on and still does not have a computer inventory; with an inventory the age of the machines would be known and software bought accordingly; Supervisor asks whether Councilman Meredith is willing to stay on top of this. Councilman Norris asked if all has been done now; Supervisor now has Word, Excel and not Outlook, Town Clerk's extra printer for confidential printing was finally hooked up but still needs Planning Clerk Loux's computer to act as a bridge to access scans from the Ricoh network printer. Supervisor didn't recall problems when Assessor Clerk Fisk's computer was purchased a year ago or any mention of a server. Clerk Fisk's computer can receive scans. ITS has offered a server to the Town for \$0, but \$10,000 in software would be needed.

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Personnel –no report

Insurance – Supervisor has distributed health plan options to all Board at last meeting and has received no questions.

Courts- Councilman Norris expects a 6month probationary review of the justice clerk with the Justices recommendations for the November meeting.

Bicentennial Committee- No report at this time, will balance their books for December. There was a Town Board resolution that \$300 'seed money' should return to the Town; Councilman Norris asks the Board to consider sending it to Prattsville. Tees and sweatshirts are still available, but no larges.

Seniors/60+ - Ellie Alfeld reported the Seniors Committee core group is meeting on Wednesday at 1130am; all are invited for year-end review. The Food and Fun Luncheon is second Wednesday, Nov 9, and menu is Thanksgiving dinner, reservations please.

Historian- Ted Hilscher reports for September: interviewed Robert Ingraham, Independence Lane and reviewed family items (papers); set up and sat with New Baltimore History display at Cecil C. Hallock Park on Town-Wide Yard Sale Day, September 17, 2011. Ellie added that Robert was going through his family barn; those family pictures are now part of posterity.

Memorial Committee- no report in Councilman Byas' absence.

ADJOURNMENT

Town Board will act on Budget on November 14, 2011.

Hearing no more from the Board, **Councilman Norris moved to adjourn and was seconded by Supervisor.** The adoption of the motion was duly put to a vote, and upon roll call, the vote was as follows:

ROLL CALL VOTE: BYAS-AYE FINKE-AYE MEREDITH-AYE
 NORRIS-Absent O'RORKE-AYE

Motion Carries

The meeting was adjourned at 8:21 pm.

Respectfully submitted,

Janet A. Brooks
Town Clerk