

**COUNTY OF GREENE
TOWN OF NEW BALTIMORE
TOWN BOARD WORK MEETING
NOVEMBER 28, 2011- page 1**

DRAFT

OPENING OF MEETING

The meeting was called to order by Supervisor O'Rorke at 7:33 pm and followed by the Pledge of Allegiance. In attendance: Councilwoman Finke, Councilmen Meredith and Norris, Town Clerk Brooks and 12 members of the public who signed attendance sheet. Absent: Councilman Byas, Highway Superintendent Jordan.

MONTHLY REPORTS

Supervisor requests all mileage reports and invoices to close out the year's end for all departments to be in with signed vouchers by Wed, Dec 7. Organizational Meeting will be held on January 1, 2012, at 2 pm at Town Hall. December 12 Regular Meeting will finish the year; the 4th Monday of December is a holiday.

Town Clerk Brooks reported for month of October: Building Permits 8 \$512.00; Deck and porches 1 \$75.00; Garage 1 \$94.00; Septic System replacement 1 \$40.00; Certificate of Occupancy searches 2 \$30.00; Conservation fees 9 \$62.91 (statement of Town's commissions hangs in office hallway); Dog licenses 40 \$282.00; Demolition 1 \$75.00; Minor subdivision 1 \$60.00; Photocopies 10 \$2.50; Recycle fees \$6.00; with a total to Town Supervisor \$1,239.41; to NYS Ag and Markets for spay/neuter \$54.00; and to NYS Environmental Conservation for sporting licenses \$1,080.09.

As no doe tags/deer management permits were available in Town of New Baltimore for this season, we have given out the DEC phone number; the DEC publication New York's Deer Management Program is now available.

During the month: completed 1 FOIL and have sent out a second notice for an earlier one. For records management, established a book for recording the record search processes, identified 7 cartons that have reached their required retention, contacted Greene County Records and have permission to shred in Catskill at no charge. As Assessor's Clerk Julie Fisk is culling her 4drawer, the Highway has offered to put a bolt on it, and it will sit in the hallway outside my office, and make space in packed file cabinets. I am considering a records project for end of 2011 including payroll records. Be sure to turn in any invoices, signed by department heads, by 4pm Wednesday, December 7.

Highway Superintendent Jordan reports for Oct 21- Nov. 28: Mounted sander on 80 Oshkosh Graded dirt roads; Repaired broken brake line on grader; Patched holes with winter mix; Prepared all trucks for winter; Repaired broken hydraulic line on 93 International; Did preventative maintenance on John Deere loader; Checked all drains and culverts and cleaned leaves out for rain expected; Replaced front drive shaft (used, from Post Brothers) in 2002 Ford pickup; Plowed and sanded all roads during snow event; Cut trees hanging in roads from heavy snow; Replaced broken hydraulic hose on 80 Oshkosh; Replaced belt on 2011 International; Washed all trucks; Cut dead trees along roads; Cleaned debris from culvert pipe West Deans Mill Road; Changed oil and filter on grader; Took old sander to W&J for scrap; Picked up bagged leaves in hamlet, and sucked leaves from ditches; Returned 4 *Watch for Children* signs Drained water at town parks for winter; Painted dump body on 89 International; Cut brush on Mill Street; Patched holes with crusher run; Hauled in more sand for winter; Mixed up more sand and salt and put in shed; Chipped brush on Cedar Lane and High Bridge Road; Took 91 International to Albright's for inspection; Cut trees along roads with Greene County's bucket truck.

Wastewater Treatment Plant Chief Operator Polverelli reports for Oct: processed 936797 gallons, cleaned flow meter PT and UV lamps; power out at plant and pump station, plant generator running okay, pump station generator did not start and called Francisco for help, all okay; adjusted floats in EQ tank, add sand to drying bed #1; Francisco in to service generators, replaced primer control and 1 new battery at pump station; fire extinguishers serviced; power out at plant and pump station due to heavy wet snow, generators ran okay; pump station generator did not transfer back to line power automatically, called Bullock Utilities to repair.

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1. Resolution to Set Sewer Roll for Sewer District #1

Supervisor and Tax Collector Lynn Taylor spent several hours going over sewer roll. Supervisor thanked Jim Polverelli for arriving at the right time and Clerk Brooks for research in the vault for district map. Supervisor has begun dialogue with offices of Building, Town Clerk, and Assessor for procedures affecting sewer hook-ups. Also, Supervisor will write a letter to the Planning Board to provide for a survey to be submitted when subdivisions occur in Sewer District #1 affecting the sewer line.

**RESOLUTION
NOVEMBER 28, 2011**

RESOLUTION TO ADOPT SEWER DISTRICT TAX ROLL FOR 2012

RESOLVED, that the Town Board hereby adopts the Sewer District Tax Roll for 2011, as may be updated for changes in ownership, as the Sewer District Tax Roll for 2012, with the following changes:

- 1) Tax Map ID 7.12-1-7, Harriet Buca, previously listed on the 2011 Sewer District Tax Roll as 5 Points Debt Service, 0 Points Operation and Maintenance, is hereby deleted. Tax Map ID 7.12-1-25, Clesson and Jean Bush at 10 Points Debt Service, 10 Points Operation and Maintenance, is hereby deleted. These parcels are replaced with Tax Map ID 7.12-1-27, Clesson and Jean Bush at 10 Points Debt Service and 10 Points Maintenance and Operational.
- 2) Tax Map ID 7.16-3-47, Mark and Shauna Peckham, previously listed on the 2011 Sewer District Tax Roll as 5 Points Debt Service, 0 Points Operation and Maintenance, is hereby changed to 10 Points Debt Service and 10 Points Operation and Maintenance to accurately reflect parcel status as a one family home.
- 3) Tax Map ID 7.00-4-20, Mark and Stacey Gallagher, previously listed on the 2011 Sewer District Tax Roll as 1 Points Debt Service, 0 Points Operation and Maintenance, is hereby changed to 2 Points Debt Service and 0 Points Operations and Maintenance to reflect parcel status as a one family home within the Sewer District and more than 100 feet from the sewer lines and requiring extension of the sewer system for service.

Supervisor moved, seconded by Councilman Norris. Ellie Alfeld asked about Harriet Buca; answer: the lot transferred ownership. Councilwoman Finke asked if the homeowners are aware of these changes. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

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

Adopted

The changes result in Debt Services 1.0.90; \$596.20 or \$1.50 savings. Principal on the bond causes us to benefit on interest; in 2015 the principal on bond goes up; in 2025 another bond will make a double increase.

Councilman Norris asked didn't the Board look into combining the bonds; Supervisor answered that even the variable had a good rate and that there is a cost associated with a transfer or combination, including bond counsel.

2. Resolution to Set Public Hearing for Sewer District #1

PROPOSED LOCAL LAW 4 OF 2011

**A LOCAL LAW ESTABLISHING SEWER USE FEES FOR 2012
FOR NEW BALTIMORE SEWER DISTRICT NO. 1**

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Be it enacted by the Town Board of the Town of New Baltimore as follows:

Section 1 - PURPOSE

The purpose of this Local Law is to establish the sewer use fees to be levied in 2012 for debt service and operation and maintenance for the New Baltimore Sewer District.

Section 2.

In accordance with the 2012 Budget adopted for the New Baltimore Sewer District, and the Sewer District Tax Roll adopted by the Town Board for the New Baltimore Sewer District for 2012, the following are the per point charges to be levied as Sewer Use Fees for 2012:

Debt Service: \$21.5810 per point

Operation and Maintenance: \$38.0214 per point

Section 3 – EFFECTIVE DATE

This local law shall take effect immediately upon filing in the Office of the New York Secretary of State.

**RESOLUTION
NOVEMBER 28, 2011**

**RESOLUTION SETTING PUBLIC HEARING DATE
FOR PROPOSED LOCAL LAW ESTABLISHING 2012 SEWER USE FEES**

BE IT RESOLVED, that the Town Board of the Town of New Baltimore will hold a public hearing on December 12, 2011 at 7:30 p.m. at the Town Hall, Rt. 51, Hannacroix, New York, to hear those members of the public who wish to be heard regarding Local Law No. 4 of 2011, a Local Law Establishing Sewer Use Fees for 2012 for New Baltimore Sewer District No. 1.

Councilman Norris moved, seconded by Supervisor. Councilman Norris asked will it be 7:30 or 7 pm? 7:30 pm, all agreed. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

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

Adopted

Building Inspector/Code Enforcement Officer Raymond Blaisdell reports for October 2011 as follows: Building Inspections: 20; Building Permits Issued: 7; Certificates of Compliance Issued: 6; Certificates of Occupancy Issued: 2; Commercial Site Fire Inspections: 3; Demolition Permit Applications Received: 1; Demolition Permits Issued: 1; New Building Permit Applications Received: 8; Outside Boiler/Woodstoves, etc. Permits Issued: 1; Sign Permits Issued: 1; Code Violation Investigations: 1; Application Fees for October, 2011: \$1,141.00. Total Fees for Year to Date: \$11,264.81.

Assessor Gordon Bennett reports The Enhanced Star renewal forms have been sent out to the homeowners. Just today, the IVP report was received from the NYS dept. of Taxation and Finance. Homeowners will be notified of their status by a post card mailing in the next week.

All other renewals (ie; disabled, aged, non -profit and agricultural) are being prepared for mailing. They will be sent by the first week of December. All renewals are due back by the March 1st, 2012 deadline. Gordon will be working with Ray Blaisdell. Unfortunately an online data collection class that Ray had signed up for with the Office of Real Property was cancelled. Gordon is looking to hire one of his other town's data collector. Around the office: we have a bit more room to maneuver in our office because of some furniture rearranging and elimination of other pieces.

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Ellie Alfeld asked if someone goes out data collecting, please commit to taking photos to do the job. Supervisor will prepare something for December Regular Board regarding Assessor hiring additional data collecting help.

Agriculture Committee reports for November 28, 2011: met Nov 3 with guest speaker Ron Rausch, NYS Ag and Markets, and presented the committee with a slide show of the damage caused by Hurricane Irene and Tropical storm Lee to farms in Schoharie County and also showed a power point presentation on the aid packages and programs that were available to affected farmers. Next meeting will be held at Kriel Farm on January 5, 2012 at 6:30pm.

AgFest Committee is not expected to meet until January.

Planning Board Chair M. Kathleen Rundberg reported November 28: The Planning Board met on November 10, 2011, with the following business conducted: Public Hearing was held on the Minor Subdivision Application for Brooke and Malcolm Travelstead. In the Regular Monthly Meeting that followed: Approved the Travelstead Minor Subdivision. Also scheduled for the agenda cancelled as follows: Greene County pulled the minor subdivision application for the former Maurer property. Continued discussion on the William Brandt (Bristol Manor) Site Plan postponed to a later date to allow both Planning Board and applicant to provide each other with additional required information. Supervisor asked if Brandt property is scheduled for December; answer: no.

Zoning Board of Appeals Chair Meave Tooher reports for November 28: the Zoning Board of Appeals did not meet on November 3, 2011, since there were no applications to come before the Board.

Recycling Center Operator Sebert reports for October 31: tires - \$6, for total monthly revenue of \$6. Free to residents: 60gallon bags of plastic-20; 55gallon drums of cans-10; bundles of magazines-54; bundles of newspaper-68; bags of shredded paper-6; bundles of cardboard-32; metal- ton. Town Hall Maintenance- Mr. Sebert reports having cleaned flower beds and changed water filter; recommends replacing back gutter of Town Hall, many broken brackets, screws should enter rafters and will need wedges every 2 feet; consider ZeroDraft to address the ice jams and snow melting before it should. 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 Assessor's door shortly.

Animal Control Officer Joe Tanner's new cell phone number is 703-4746, sent a report that cannot be opened. Supervisor spoke to him this weekend about a problem; he was able to work out an amicable result and the homeowner has found another situation for the offending dog.

Fire, Police and Greene County EMS- Greene County EMS reports: At the November 15 Greene County EMS meeting the board looked at 2 new policies: Code of Ethics and Whistleblower; they will be added to the employee manual; voted not to meet in December; next meeting will be January 17. Number of calls for the Town in October: 4; total of 68.

Emergency Management Officer Alan Van Wormer reports: Emergency Management Report November 2011: FEMA update: Category A (debris removal) and Category B (emergency protective measures) project worksheets have been exited, waiting for blue folder to come from FEMA. As soon as they arrive I will sign the form inside and return, allowing payment to be received. Blue folders will be mailed to Town Hall; as soon as they arrive, they are signed and sent back. All other project worksheets experienced a short delay because FEMA moved our public assistance (pa) person to Dutchess County and someone else has our projects; our new PA person is David Jones, I have brought him up to speed on our Category C projects (permanent work) and he is entering our information into the FEMA system and hopefully they will be ready to exit and sign soon.

Denis Jordan and Alan Van Wormer met with Creighton Manning engineers on Hillcrest Road regarding Town's mitigation proposal to enlarge 2 crossover pipes midway down the hill. FEMA had requested a hydrology study to make sure the extra runoff would not have a

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negative effect on areas downstream. The cost for this study will be approximately \$2,500 and is reimbursable as a FEMA expense; this study is being done under the Greene County Contract to hold cost low.

John Cannon has met again with FEMA to inspect the damage to the Hudson River Interpretive Trail (HRIT). I am not aware of the results of the most recent meeting; however, we are trying to secure funding for debris removal (large trees) and repairs to the plastic bridge.

Supervisor added, regarding Creighton Manning mitigation, most is reimbursable by FEMA; we would still be held to 12.5%, 12.5% from the state, and 75% from the federal government; good time to get it done under FEMA.

Parks – no report.

Economic Development Committee will hold rescheduled meeting on Tuesday, Nov 29, 7:30pm at Town Hall; guest speaker will be Warren Hart, Greene County Economic Development, Planning and Tourism, Rene VanSchaack, Interim Executive Director, Greene County IDA, and Eric Hogle, Chairman of the Greene IDA Board; starting a little late due to the Town Court.

Promotions/Grants-

Newsletter/Website/Technology- Councilwoman Finke reported the Newsletter is progressing for mid-January; Congressman Chris Gibson sponsored an amendment to restore Broadband access. Supervisor added that Greenville Broadband Coalition spoke recently at Economic Development meeting. Food and Fun Luncheon, Dutch meal.

Supervisor asked where is progress on computer software upgrade; Tax Collector Lynn Taylor's computer won't take 2010, Friday she had gone to ITS, they weren't able to put on the 2010. Collector Taylor and Supervisor met with bookkeeper Fitzgerald to download Peachtree software for Sewer Roll and Water District #2; it is downloadable to Excel which is required to send the re-levy to the County. Supervisor is concerned with December and January for Collector Taylor; Councilwoman Finke said, if Collector Taylor has an issue, to let her or Councilman Meredith know and that the Assessor's laptop is quite old, upgrade would make it too slow. Supervisor expects a revised quote, taking off Assessor's laptop.

Town Clerk has had extreme slowness with her Dell laptop in last few weeks, phoned ITS on Tuesday, November 22 about 10:30am and has not heard back. In routine shopping trip to Staples, she took laptop to tech counter and for \$9.99 and 45 minutes had a PC tuneup; it is working satisfactorily now. The tech checked the RAM and determined it could be doubled for \$49.99 and installed for \$29.99; the machine may be 7 years old, what age appears on the computer inventory? Councilman Meredith will send.

Clerk Brooks emailed ITS to inquire where Cobian Backup files are for the period August 23-November 21; she has not received a response yet.

Personnel –no report

Insurance – Supervisor has mailed the necessary paperwork to switch to the new CDPHP plan.

Courts- Councilman Norris said with the new staff the caseload is up considerably. Supervisor asked to have court bailiff's voucher submitted by Wednesday, December 4 for December payment.

Bicentennial Committee- no report.

Seniors/60+ - Ellie Alfeld reported the Seniors Committee core group is meeting The Food and Fun Luncheon is second Wednesday, December 14, and menu is , reservations please.

Historian- Ted Hilscher reports for October: Inspected the home of Mrs. Joyce Peters on County Route 54; house was built in two stages, older half – late 1700s, early 1800s– has an original “walk-in” fireplace, newer half has Dutch doors; both sections were built with hand-