

DRAFT

COUNTY OF GREENE
TOWN OF NEW BALTIMORE
TOWN BOARD WORK MEETING
SEPTEMBER 23, 2013- page 1

OPENING OF MEETING

Supervisor O'Rorke called the meeting to order at 7:05 pm and the Pledge of Allegiance was said. Also attending: Councilwoman Benway, Councilman Norris, Highway Superintendent Jordan, Town Clerk Brooks, and 19 members of the public who signed the attendance sheet. Absent: Councilwoman Finke and Councilman Meredith.

MONTHLY REPORTS

Wastewater Treatment With Town Board's indulgence, Supervisor alters the agenda to accommodate Delaware Engineering's Brock Juusola. Supervisor reviewed that Delaware had been hired to perform a study of the plant, they confirmed the needed upgrades, the pumps Jim Polverelli has had pulled several times. Delaware has put together a request for bid; the bid opening was Thursday at 4pm, and Supervisor has bid results. J Squared Construction came in at \$189,400; Trinity Construction \$211,413; O'Connell \$258,200; Arold Construction \$301,786. Brock believed one would come in under \$200,000 and reports having worked with contractor J Squared before, feels confident about them being able to bring the project in. All the companies came for walk-through, Councilman Norris present with Jim Polverelli, concerns were expressed in the addendums, including generator and flooding, talked about closing Cornell Park in middle of December. Brock reports it will begin with Notice of Proceed (bonds and insurance together, you'll sign the contract), starting their 90-day clock, aggressive for them with their equipment lead time, 6-8 weeks to get the pumps, mid-December. Councilman Norris asked reasoning to close the park? Supervisor said wires and safety issue. Brock reports a bypass pump, some manholes, with the pump station gutted, bypass pumping pipes will run across parking lot, unable to get vehicles into the park at all. Supervisor prefers not to have people mulling, and added that the New Baltimore Conservancy annual caroling event may have to relocate. Janet Angelis asked how much lead time/ how soon the construction dates may be known. Brock thought he should know in three weeks when to expect delivery of the equipment, then in and out as quickly as possible, nothing comes apart until confident of putting it all together. Supervisor asked whether November 1 would have an idea of schedule? Brock answered yes. Janet Angelis believes event was scheduled for Saturday, December 14 and the event's organizer passes the park every day. Supervisor reminded it will impact any residents who take dog for a swim, usually pretty quiet in month of December, and asked whether the Board had further questions. Councilman Norris asked about the pumps. Brock answered [vortex 8F] pumps. Councilman Norris referred to addendum, spoke of utilizing generator that is there in a different location. Brock answered that contractor must remove and transport within 8 miles. Councilman Norris added that to use the old generator, one or both, as a back-up for the Town Hall. Supervisor noted there would be an electrician cost to hook that up; we have the value of the generator. Councilman Norris reminds of Board's decision, or we could sell it. Supervisor asked whether it may have some resale value, Brock points to no weatherproof enclosure, not recommended to wrap for any great length of time. Councilman Norris asked whether the two generators are identical; Jim responded they are one serial number apart. Brock continued that new generator will be on platform, fuel tank within, outside, sound attenuating [diesel truck idling, not screaming]; taking the fuel tank out of the ground is including in the costs. Supervisor reminded that what is not included is any contamination and remediation; there is no indication of that. Councilman Norris asked how the three pumps will help with the grit;

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Brock answered issue that the application is high lift, 70ft, high for solids handling, a lot of recirculation in the pump itself, any wastewater will have grit, grit gets in manholes and abrasives, and recirculation is tearing them apart. That is one of the harder pump applications he has seen, a recessed impeller pump, the impeller never touches the grit, an open port underneath, so it will last longer under those conditions; it is not an easy condition, there is no *silver bullet*. We specified a spare pump on the shelf, a third spare.

Councilman Norris reviewed that original project specifications had 2 pumps, with specialized impellers that cost more; this is a little cheaper and just as efficient as original idea, and spare pump is like a spare tire.

Hilary Schrauf asked, if all optimal, how long do they last?

Brock responded that he's taken out thirty-year old pumps; these pumps in this condition, not a normal application, would hope to not rebuild every 10 years.

Councilman Norris reminds that when you want to rebuild, a pump rebuild can be done well with a spare in place.

Clerk Brooks asked are these pumps local?

Brock answered no, Sweden, with a large spare parts warehouse in Connecticut, and we're getting a lot of spare parts. The other pumps considered were from Salt Lake City, but the parts were manufactured in Switzerland, and motor lead time was six months; ABS is repaired locally. Supervisor reminded Operator Polverelli's concern was to stay local; 75% of flow comes through that pump station.

**RESOLUTION
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**TOWN OF NEW BALTIMORE SEWER DISTRICT NO. 1 MILL STREET PUMP
STATION UPGRADE PROJECT AUTHORIZATION TO AWARD**

WHEREAS, the Town of New Baltimore, Greene County, New York (hereinafter the "Town") has established the public benefit to the Town residents of conducting upgrades to the Mill Street Pump Station to improve efficiencies and extend the useful life of existing equipment; and,

WHEREAS, the project entails replacement of the pumps and controls, replacement of the pump station's emergency generator and miscellaneous electrical upgrade, and removal and disposal of a buried fuel tank; and,

WHEREAS, the Town has caused the preparation of Engineering Reports and Plans and Specifications for the project to be prepared by an engineer duly licensed to practice engineering in the State of New York; and,

WHEREAS, the Town has caused said Engineering Reports and Plans and Specifications ("Bid Documents") to be submitted to the New York State Department of Environmental Conservation for review and approval; and,

WHEREAS, the action of repair, rehabilitation or replacement of a structure or facility in kind on the same site is a Type 2 Action under section 6 NYCRR Part 617.5(c)(2) of the Environmental Conservation Law; and,

WHEREAS, bids were solicited in accordance with General Municipal Law, Town Law, and the requirements of potential funding agencies; and,

WHEREAS, on September 19, 2013, four sealed bids were received in accordance with the Invitation to Bid and the bids were opened and read publicly; and,

WHEREAS, Delaware Engineering, P.C. has review the bids and provided a written recommendation to award;

NOW, THEREFORE, BE IT RESOLVED in consideration of the foregoing:

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To award the Mill Street Pump Station Upgrade Project to J Squared Construction Corp, 277 Wolf Hill Road, Voorheesville, NY 12186 for the bid amount of \$189,400.00

The Supervisor and Town Clerk are hereby authorized to execute a contract and to conduct other actions as necessary to implement the Project.

This resolution will take effect immediately.

Supervisor moved and was seconded by Councilman Norris. Clerk Brooks asked to insert *Sewer District No. 1* in the resolution title. Councilman Norris reminded the Board has been sensitive to the costs to the 212 users in the district, taking the time to do the very best job; Supervisor reminded of holding a public hearing and couple of informational meetings, overwhelming support has been given at public meetings. No further 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-Absent MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE**

Adopted

Supervisor thanked Brock, and thanked Wastewater Treatment Plant Operator Jim Polverelli for all his insight and knowledge in contribution to the project, he has a lot of extra time already in for this project. Jim has no other concerns for the Board at the time.

Supervisor reports the August reports are out to the Board, the corrections are due in to the Comptroller's Office, thanked Councilwoman Benway and Councilman Norris and Highway Superintendent Jordan for their efforts, have found several errors with that report, making corrections to that report. For tonight she prepared a budget amendment regarding Sewer District No. 2, we collecting rent from Serta, Empire Merchants uses the Pump Station that is located there; bill back the Town of Coxsackie, who bills back Empire, under Sewer Charges, with no change to 2013 Adopted Budget.

**RESOLUTION
SEPTEMBER 23, 2013**

RESOLUTION TO AMEND 2013 BUDGET

RESOLVED, that the following amendments to the 2013 budget are hereby adopted:

ACCOUNT CHANGE	CURRENT BUDGET	AMENDED BUDGET	
SEWER DISTRICT #2 REVENUES			
SS2120 SEWER RENTS	2930	213	(2717)
SS2122 SEWER CHARGES	0	2717	2717
TOTAL CHANGE			0

Supervisor moved and was seconded by Councilwoman Benway. No further 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-Absent MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE**

Adopted

County Legislator was not present.

Town Clerk Brooks reports for August: building permits 10 \$1,177.00; decks and porches 2 \$150.00; septic system replacement 1 \$40.00; co search 3 \$45.00; conservation fees 9 \$44.01;

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dogs 29 \$240.00; replacement tags 2 \$4.00; marriage license 2 \$35.00; beer permit 2 \$40.00; park permit 3 \$75.00; minor subdivision 2 \$60.00; photocopies 19 \$4.75; recycling fees \$27.00; disbursed to NYS Ag and Markets for spay/neuter program \$51.00; to NYS Dept of Health \$45.00; to NYSDEC for sporting licenses \$755.99; total to Town Supervisor \$1,946.76, and total local, county and state revenues collected \$2,798.75. Due to the steady receipt of FOIL requests and the cost of the time and copying to the Town, I will add this to my monthly report: FOILS July received 1; completed 0; paid 0; August received 1; completed 2; paid 2; September 23, 2013 received 3; completed 1; paid 0; hours spent to date in September 15.

Supervisor asked whether these are FOILs ready but not paid for. Yes, total unpaid outstanding is \$26.70 (\$.25/page or equivalent of 106 pages). *Records Management*: nine boxes reached retention and were shredded free at Greene County Records; currently three boxes upstairs, one for retirement and one for FOIL; in process of assembling an OCR scan for 2013 hoping to stay within \$340 budgeted.

Councilman Norris clarified some towns charge prior to the FOIL, they are reimbursed when it is done; Supervisor added that all state agencies do that, many towns and villages as well, because people make requests and oversized maps are printed or cds burned and we've accumulated an expense, good to get an approximate payment up front and mailing when done. Receipt and refund would fall within the town clerk's jurisdiction, fee is \$.25/page or for another medium \$3/cd. Councilman Norris pointed out nothing compels FOIL applicant to pick up their completed request, Supervisor added, with an upfront charge, there is an incentive. Councilman Norris asked Board how do we establish \$ amount fee to charge up front; Supervisor answered that would be up to the clerk based on what she anticipates, could be tough to put the whole project together, adding that state agencies begin and then notify the person; Councilman Norris asked can it be a flat fee of \$3-4 to provide; Supervisor also asked how long we are required to keep the completed request, some are quite old.

Tax Collector Jordan reports: *Sewer District No. 1* payments are accepted with 4% penalty until close of business October 15 or postmarked that day. *Property taxes* have been turned over to Greene County Treasurer's office. Anyone wanting to pay their land/county tax must call or go to the Greene County Treasurer's office, 411 Main Street, Catskill. *Water District No. 2* payments are accepted with 4% penalty through close of business October 12 or postmarked that day. Payments for *Sewer District No. 1*, *Water District No. 2* and *No. 3* must be made before October 31, 2013, with 2 % penalty added to each month if not paid by close of business October 31, 2013. Unpaid accounts for these three districts will be at Greene County on Nov. 1 for re-levy. I will not be able to receive payment after October 31, 2013.

Highway Superintendent Jordan reports Aug 26-Sept 19: Greased tractor, and sharpened knives on mower; Mixed up sand and salt and put in shed; Patched holes with winter mix; Picked up 36 tires dumped on Gedney Hill Road; Hauled in road sand for winter; Mowed along roads; Hand patched with blacktop; Mowed and weedeat all parks; Mowed and weedeat town hall; Repaired broken break line on 2002 pickup; Cut up fallen tree on Manor Road; Repaired tension spring on pole barn door; Patched dirt roads with crusher run; Graded Staco Road; Repaired washouts on School Hill Road; Cleaned ditches on Haas Hill Road and spread crusher run on road; Cleaned ditches on Staco Road; Changed oil and filter on 2012 Ford pickup; Replaced front wheel seal on 1991 International dump; Wed Sept 11 rain and heavy wind, checked roads several times; Picked up couch dumped on West Deans Mill Road; Cut up fallen tree on Kings Road; Changed oil and filter on 1996 International 10 wheeler; Cleaned up Medway-Earlton Road prepared for paving; Took 2011 International to Ben Funk for warranty work; Tues Sept 17 paved Medway-Earlton Road; Wed Sept 18 finished paving Medway-Earlton Road and paved part of Old Kings Road; Put crusher run in driveways and in front of mailboxes where we paved. Councilwoman Benway added having driven on new paving and said very good job.

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RESOLUTION

**RESOLUTION TO APPROVE PURCHASE OF WASHED STONE FOR HIGHWAY
USE**

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to purchase Washed Stone from Greene County Contract #187-13 for use on highway roads.

Supervisor moved and was seconded by Councilman Norris. Councilwoman Benway heard 4 inches of snow in Colorado [laughter]. 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-Absent MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE**

Adopted

Supervisor described road salt must be gotten from State OGS bid; we tell them in May, they reserve it for us. Highway Superintendent Jordan still hasn't received the contract, must order ASAP; Supervisor asked the Board if they are comfortable to give authority, expect notification when contract number is given, or will waiting until the Special Meeting on October 7 create difficulty. Superintendent Jordan said the crew was hauling salt last year this week. Councilman Norris asked to vote on resolution, revise when contract number is known.

**RESOLUTION
SEPTEMBER 23, 2103**

RESOLUTION TO APPROVE PURCHASE OF ROAD SALT FOR HIGHWAY USE

RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to purchase Road Salt from State Contract for use on highway roads.

Highway Superintendent will report to Town Board when OGS contract is awarded and PC number is known.

Supervisor moved and was seconded by Councilman Norris. Superintendent Jordan said there are two possible companies (International and Cargill); Councilman Norris expressed doing what the NYS Comptroller's Office wishes. 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-Absent MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE**

Adopted

Highway Superintendent Jordan alerted highway committee that NYS contracts are changing for diesel one/on-road and diesel two/heating. Highway Superintendent cannot find supply of premium on contract; it must be put out to bid; Main Care has the item but not on NYS contract.

**MOTION
SEPTEMBER 23, 2013**

**MOTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO PLACE
ADVERTISEMENT FOR BID**

Supervisor moved to authorize Highway Superintendent Jordan to place advertisement to bid for premium gasoline, and was seconded by Councilman Norris. No further discussion. The adoption of the foregoing Motion was duly put to a vote, and the vote was as follows:

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

Motion Carried

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Supervisor reminds that Operator Polverelli also needs diesel two for his generator; Highway Superintendent recommends state contract; one has heating oil, the other doesn't have on road fuel; Highway needs both. Heritage via NYS contract pricing, any benefit to putting it out to bid for local suppliers, Superintendent Jordan said both are now the same price, needed for wastewater treatment plant before winter. Councilman Norris recommends going NYS contract; Supervisor will put those on agenda for next meeting. Highway Superintendent Jordan has contract numbers and, offering to go and return, he left at 7:40pm, Councilman Norris recommends getting it done.

[continued within this meeting]

Buildings & Grounds/Recycling Operator Sebert reports for August: oven 1 \$7.50; microwave 1 \$4.00; tires 11 \$25.00; total \$36.50. Also, *free to residents*: 60 gallon bags of plastics 23; 55gal drums of cans 7; bundles of magazines 39; bags of newspaper 49; bags of shredded paper 5; boxes of cardboard 24; metal none. Also, 2 tires came from Highway crew; 31 tires were removed from the Recycling Center by Highway crew.

Regarding snow shoveling at town hall: Councilman Norris thought buildings/grounds committee had a plan but code enforcement officer's hours have changed, need to reach out to someone in community; Councilwoman Benway asked if there is someone who wants to do it, Councilman Norris suggests ask Highway Superintendent when he returns, a handyman is needed, too, combine those tasks as was suggested early in the year, put on website; set pay rate.

Building Inspector/Code Enforcement Officer Blaisdell summarizes August as follows: Building Inspections 26; Building Permits Issued 4; Building Permits Renewed 6; Certificates of Compliance Issued 2; Certificates of Occupancy Issued 2; Commercial Site Fire Inspections 2; Compliance Orders 2; Court Appearances 1; General Complaints 6; Fireworks Permit 1; New Building Permit Applications Received 4; Pool Permit Applications Received 2; Pool Permits Issued 2; Septic Repair Application 1; Septic Repair Permit 1; Code Violation Investigations 3; Application Fees for August \$1,369.00; Fees Year to Date \$8,833.35.

MOTION
SEPTEMBER 23, 2013

MOTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO PURCHASE FROM
STATE CONTRACT

RESOLVED, the Highway Superintendent is authorized to purchase Diesel No. 1 PC 66159 and Diesel No. 2 PC 66172.

Supervisor moved and was seconded by Councilman Norris. No further discussion. The adoption of the foregoing Motion was duly put to a vote, and the vote was as follows:

BENWAY-AYE FINKE-Absent MEREDITH-Absent
NORRIS-AYE O'RORKE-AYE

Motion Carried

With regard to plowing parking lots, Supervisor reports no further contact with New Baltimore Fire District, she has had conversation with Medway-Grapeville Fire District commissioner who has hired a contractor to come in and plow. After several conversations, she assumes New Baltimore Fire District is moving forward. Councilman Norris reminds that fire districts are taxing entities, they hire, they put out bids, they authorize bid as they wish, a snowfall of predetermined number of inches of snow, to plow the apron and parking lot, as opposed to Town Highway doing it when the Town roads are the first priority. Superintendent Jordan received notice from state that Town is no longer allowed to plow without a Town Board-approved intermunicipal agreement in place with a fire district; liability issues, no pay to the Town, Town Board reached out to fire districts as to how to do meeting of the minds.

Councilman Norris asked how was issue brought to the Town's attention? Supervisor remembers a complaint from Medway to the Town about how it was being done, the Town had

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to act on complaint; it would have been *status quo*; the Town did not raise it, brought up by fire district, and now must look at the other district, too, and he recommends both fire districts go out to bid, or ask for an intermunicipal agreement. Supervisor said state allows for intermunicipal agreements (another entity to provide service more expeditiously and economically to help one another); no idea of the cost to the district, could have a volunteer. Medway Fire District has a contract in place referring to every so many inches of snowfall.

Regarding snow shoveling at town hall, in the spring there were two interested parties; the Highway crew is busy with plowing. Highway Superintendent asked if Town Board wants him to ask the two; Supervisor suggests reaching out to the applicants first, then to place ad on the website. Highway Superintendent and Councilman Norris will offer to meet with them. Clerk Brooks asked whether they had the laborer job description; yes.

Insurance Chair Supervisor O'Rorke and Member Councilwoman Benway met with our health care broker regarding the Town policy that renews in December. The Town is unaffected by the new changes, Town plan stays in place, Town has 11 months to see how it shakes out with everyone else, as an employer of less than 50 full-time equivalent employees. Supervisor and Councilwoman Benway are content with CDPHP, and may look at higher deductibles and return to Town Board. CDPHP has lowest price. Supervisor added that it appears the Town will save \$40,000 on Environmental Facilities Corporation bond with a good opportunity, good timing as the Board goes out for a bond anticipation note (BAN) for the Sewer District No.1 Mill Street pump station upgrade.

Planning Board Vice Chair Kelly reports: Planning Board met on September 23, with following business transacted: *Public Hearing* was held on the Minor Subdivision application of CSX Transportation, Inc. for the re-subdivision of a three-lot subdivision to a two-lot subdivision of property located on Route 144 at Albright Road. Public Hearing was recessed until 7 pm, October 10, to give CSX opportunity to resolve a right-of-way issue with neighboring property owners and to confirm status of Albright Road. In the *Regular Monthly Meeting* that followed: Surveyor Charles Hite presented Minor Subdivision Application for a two-lot subdivision of property located on Deans Mill Road. Public Hearing originally scheduled for October 10 has been re-scheduled at surveyor's request to November 14, 2013.

Comprehensive Review Committee met in September, with a member of the public in attendance; next meeting is Thursday, October 17; agenda will appear on website.

Greene County Planning Board Report – John Cashin reports Town of Cairo had a new zoning law, voted to approve with comments; Village of Hunter had a zoning amendment proposal, approved; Town of Athens had a zoning amendment proposal, approved; Town of Hunter a site plan for dog kennel was deferred back to a local decision.

Zoning Board of Appeals Chair Tooher reports the Zoning Board of Appeals did not meet on September 4, 2013, since there were no applications to come before the Board.

Assessment -Assessor Bennett reports for September: *Basic STAR* There has been much confusion over news releases on TV and in newspapers regarding Basic STAR registration. We have received many phone calls as well as property owners stopping into the office, in particular the senior population. To clarify: this registration is ONLY for Basic STAR recipients and must be completed by December 31, 2013. NYS Dept of Taxation and Finance is conducting an audit to help define those who have been receiving the exemption and were not entitled to it. In January we will receive a denial report from the state, telling us which Basic STAR exemptions to remove. Those receiving Enhanced STAR or AGED exemption, if not participating in Income Verification Program (IVP), must renew their exemption by March 1st, 2014, as they normally do. *Small Claims Assessment Reviews (SCAR)* we had 3 property owners file a SCAR, hearings took place in August, 3 assessments were lowered, and one case reached an agreement pre hearing. *Lawsuits*: New Baltimore Truck Stop lawsuit is still in negotiation. *BAR* We are seeking applicants for the BAR, 2 applications already in, and deadline is Oct 3.

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Ellie Alfeld said TV news tonight announced that everyone has to do this STAR registration, and the media misunderstanding is the reason why they are being inundated with calls and visitors. She raised the question of the number given in the mailing; is it unique to individual or the town?

Economic Development Committee Chair Norris had no report.

Grants Member Supervisor O'Rorke asked, regarding summer rec- where are Councilman Meredith and Councilwoman Finke on grant? No word.

Fire, EMS & Law Enforcement Chair Councilman Norris attended September 17 meeting, approved amendment for Greene County to contract additional \$40,000, Greene County is picking up 1/2, enabling Board to not change the amount the towns must pay. Report runs in Town; August 5; July 6; June 8; as of Aug 31: 43 GC EMS calls in Town. Councilman Norris reminds that snowplowing was discussed earlier in the meeting.

Supervisor received complaints about ATV and dirt bike situation in Town, asking for a private meeting with the Greene County Sheriff's Office. One deputy attended, on radar for sheriff's office, deputy may be able to be at right place; the deputies are prohibited from chasing, residents are asked to call it in at the time, don't wait. Fatality two weeks ago in Town of Halcott due to ATV usage; Supervisor understands their behavior is threatening, asks residents to be vigilant.

Technology/Website Chair Councilwoman Benway had no report.

Newsletter Member Supervisor O'Rorke reports Councilwoman Finke had indicated the newsletter would not go out till end of October, however, in reviewing the budget schedule, the Town Board is in agreement that it needs the newsletter out the first week in October so that people have an opportunity to be aware and informed of budget information, and are able to attend the public hearing at the end of October. Supervisor said it takes two weeks for the mailing house to get it together, articles done by Oct 3 to Councilwoman Finke. Councilwoman Benway offered to put on website as soon as done, helping with the wait time at the mailing house.

Animal Control had no report.

Parks Councilman Norris asked how is lawn mowing going; Highway Superintendent reports District 1/Joseph A. Wyche is still wet and with ruts, District 2/Cecil C. Hallock looks good. Supervisor reviewed having no response yet from NYS Assemblyman Lopez about process needed to sell park; Town Board's idea was to retain front couple of acres of District 1 and sell the back portion.

New Baltimore Farmers' Market Manager Hilary Schrauf thanked the Town Board and Highway Superintendent for District 2/Cecil C. Hallock Park use for the Farmers' Market, adding that it is accessible for wide variety of folk, those with strollers or mobility issues; drains well; last farmers' market was Sept 21, and Oct 19 is Harvest Day at the New Baltimore Reformed Church.

Ellie Alfeld added that Coxsackie OWLZ softball club is taking good advantage of the park. Councilwoman Benway commented regarding the farmers' market and Ag Committee, *Taste of NY* is premiering at New Baltimore Rest Area and learned that Greene County is not included in that.

Hilary Schrauf proposes the Farmers' Market Board and Town Board send a joint letter; coincidentally attending the 'no texting and driving law' press conference at the site, she talked to regional communications person for NYS Governor Cuomo's office, and mentioned agricultural base for the Town and the market.

Councilwoman Benway added the identity of a Right to Farm community.

Supervisor suggests a resolution at next Board meeting, if Farmers' Market could also send a letter.

Personnel Chair O'Rorke had nothing to report.

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Agriculture Committee Chair Councilman Norris had nothing to report.

Seniors Ellie Alfeld reported the 3rd Wed of October will be next meeting for core group for Seniors' planning, short meeting at 1:30pm. Food and Fun luncheons begin the 2nd Wednesday of October, at 12 noon. Councilman Norris has photos from the picnic.

Memorial Committee Chair Councilwoman Benway reports the committee has not met.

Ag Fest Committee Liaison Councilwoman Finke was not present.

Town Courts Liaison Councilwoman Benway reported need for ad for a part-time court clerk; request by the justices to have applications come to Court Clerk Palmateer; normal procedure is receipt by town clerk with ability to safe keep, past practice.

Historian Hilscher reports: meeting with the Supervisor and Councilman Norris separately; developed plan to buy a display case for historic artifacts for the Town Hall; Attended a talk by Town Historian Don Teator of Greenville, at which he was honored for his service as Town Historian by the Greene County Historical Society; Explained to town resident the process of searching title by using the Grantee Index at the County Clerk; Continued work on Vanderzee Hay press; Fielded an inquiry from a descendent about where James Rosekrans may be buried. Mr. Rosekrans lived in the town between 1850 and 1855. I spoke with Mrs. Marple in Ravena who has the records for the Chestnut Lawn Cemetery, and referred the person making the inquiry to her. I will check further. There are no town-wide records of persons buried in New Baltimore.

SUPERVISOR'S 2014 BUDGET MESSAGE

Before deciding in what direction to move forward it's always good to know from where we've come.

2012 Town Wide Budget

General Fund Expenditures were up over budget by \$44,000 this was mainly due to work done at town hall to add new office space; Purchase of lot next to town hall in conjunction with the sale of the old highway barn and create additional parking space; Construction of new pole barn at the highway complex to house all equipment at one location; Annexation of the property in Kalkberg Park from the Town of Coxsackie; Changes in employee enrollment for health insurance.

Revenues were up \$95,000 over budget mainly due to Court fines were up along with building permits and mortgage tax. These changes resulted in a decrease use of the fund balance from the original appropriate amount of \$92,000 down to 45,000.

Highway Fund Expenditures were up \$75,000 over budget this was mainly due the purchase of two new trucks for the highway valued at \$212,000; Revenue was up due to the bond proceeds of \$122,500; this resulted in no use of the \$40,000 appropriated fund balance.

Sewer District #1 Expenditures were \$23,000 less than budgeted. This resulted from the repair transfer that was not made to reserve fund in preparation for pump station repairs in 2013. The other funds remained fairly stable.

Lighting District #1 and Ambulance District #2 made up much of their needed negative fund balance in 2012.

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2013 Expected Year End

General Fund Expenditures are anticipated to be \$17,000 less than appropriated mainly due to decrease in personal services and centralized services. Revenue is anticipated to be \$30,000 more than budgeted which includes the court grant and employee benefit contributions which was previously applied on the expenditures. While \$78,301 was appropriated of the fund reserve to balance the budget, only \$50,255 is anticipated to be used.

Highway Fund Expenditures are anticipated to be on track with the amended budget. *Revenues* are expected to be higher due to the sale of equipment. Anticipated use of Fund Balance is \$15,439 vs. the \$20,000 that was originally budgeted.

Sewer District#1 Expenditures are anticipated to be higher than budgeted due to the repairs at the pump station. These expenditures will be offset by the purchase of the short-term Bond Anticipation Note.

The other special districts should remain fairly consistent with the budget with the exception of Water District #2 which has a deficit of \$2,000 due to a water main break.

2014 Budget

General Fund

Expenditures changes from the 2013 Budget: Personal Services Court Salary will be down \$14,500 as the Justices will use one full- and one part-time employee vs. the one full- and two part-time employees in 2013. That, along with a few other small adjustments, will drop personal services by \$18,700. Employee Benefits is anticipated to rise by \$7,400 due to retirement and health insurance. Departmental Services will decrease by \$3,500 due to the end of expenditures from the court grant, savings in justice contractual, and other savings in tax collector, animal control and building inspector. Professional services are anticipated to decrease by \$3,000 as there are no planned events for 2014 requiring extra professional services. Centralized Services is anticipated to decrease overall due to savings from electric purchased through Hess/MEGA, traffic control signs, data processing decrease due to limited use of ITS computer services, and a savings from printing the newsletter in-house. Special Programs will decrease by \$3,200 from 2013 by keeping the parks mowing in the highway department, and a sponsorship program for the business appreciation breakfast will decrease the economic development, for a total decrease of \$3,200. Transfer to the Highway fund will decrease by \$14,964. The total decrease in expenditures from the 2013 budget is \$51,970.

Revenues: Small decreases are planned in Payment In Lieu Of Taxes, special franchise, and interest payments. A decrease of \$30,000 in court fines and \$4,000 in mortgage tax is anticipated. A small increase is anticipated in dog licenses, tax penalties and state aid. Total change in revenues is a decrease of \$53,948. To balance the expenditures, a \$1,978 increase in taxes will be needed and an appropriated use of fund balance of \$57,294, which is down \$21,007 from the appropriated fund balance in 2013.

Highway Fund

Expenditures: A decrease of \$1,700 in Personal Services is anticipated for not plowing the fire district parking lots. Employee Benefits are anticipated to increase \$5,500 due to health insurance and retirement. General Road Repairs will have a \$29,000 decrease while the Capital Repairs will increase by \$29,000 due to the increase in CHIPS received. Machinery Equipment will decrease by \$7,000 resulting from fewer repairs as older equipment is replaced. Snow Removal Contractual will decrease by \$3,000 due to the savings from not salting fire district parking lots. The total change to expenditures is a decrease of \$5,496 from the 2013 budget.

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Revenues will stay fairly flat except that the transfer from the General Fund will be down \$14,900. There is no Appropriated Fund Balance in 2013, a savings of \$20,000. There is no tax increase from 2013.

None of the 2014 departmental budgets include a pay increase for elected or appointed officials or employees.

Special Districts

Sewer Districts No. 1 No *capital expenditures* are anticipated as the Pump Station repairs will occur in 2013. No transfer to the repair reserve is anticipated for 2014, which will be a savings of \$15,000 over the 2013 budget. An increase will be needed for the new BAN required for the pump station, anticipated to be \$15,100. *Revenues* – there will be an increase in the revenue from user fees of \$8,673.

Sewer District No. 2 will remain fairly flat

Lighting District No. 1 will have a \$1,020 increase in taxes to offset a fund balance deficit

Lighting District No. 2 will be basically flat

Water District No. 1 has a \$37 increase in taxes to build up the operations & maintenance fund.

Water District No. 2 is anticipated to have a \$6,000 increase in *expenditures* from a water rate increase in the Village of Cocksackie and additional funds need to offset the fund balance deficit.

Water District No. 3 has an anticipated increase of \$716 in *expenditures*, from water rate increase and operations & maintenance needed, for a total increase of \$716. A \$300 tax will be needed to offset the increase.

Ambulance District No. 1 has an *expenditure* increase of \$1,166 from the Emergency Medical Systems contract increase. Fund balance will be used to moderate the tax increase.

Ambulance District No. 2 *expenditures* are anticipated to increase \$7,091 due to the increase of the EMS and Town of Cocksackie expenditures increase; fund balance will be used to moderate the tax increase.

Tax Levy

The Assessed Values in the town are down by \$3,000,000. The only proposed change in the tax levy for 2014 is \$1,908 increase in the General Fund. This results in an overall increase in General and Highway funds of \$4.10 per \$100,000 assessed-value home.

The County Chargebacks this year are down by \$9,000. This results in a tax decrease of \$4.11 per \$100,000 assessed-value home.

The overall town- wide tax rate change is \$.01 per \$100,000 assessed-value home.

The Property Tax Cap this year is not 2%; it is 1.66% for all funds. This would allow the Town to increase the tax levy in all funds by \$22,785; the total change in all funds that collect a tax is anticipated for 2014 is \$6,741.

Fund Balances

The General Fund and the Highway Fund are anticipated to end with total balance of \$451,829.

Sewer District No. 1 will end with an \$89,504 fund balance.

Ambulance Districts No. 1 and No. 2, Sewer District No. 2, Water District No. 1 will end with fund balances.

Lighting District No. 1, Water District No. 2 and No. 3 have deficits in their fund balance which should all be corrected by the changes in the budget in 2014.

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Total of the unreserved fund balances in the Town is \$573,565. Town-wide reserve funds are \$80,001; Sewer District No. 1 Reserve Fund is \$34,358.

How HEALTHY is the Town?

In 2010, the tax rate in the Town was \$5.010, in 2014 it is anticipated to be \$5.005-- a 'smidgen' of a decrease, so let's say *flat* over 4 years since 2010.

The Town has grown; its assessed values from 2010 have increased by \$3,600,000 while the tax levy has only increased since 2010 by \$16,609. The tax levy is the total amount of dollars we need to take in to run the Town. The General Fund and Highway Fund balances in 2010 were \$451,829. Since 2010 only \$23,588 of the fund balance has been used, less than 6% over 4 years, and just over 1% of fund balance per year. The Comptroller's Office recommends that not over 15% of the Town-wide Budget be kept as a town-wide fund balance; the Town of New Baltimore has over 25% in its General and Highway Fund Balances.

I thank my fellow board members for the roles they have played in keeping the budget in line, along with our elected officials and town employees who consistently look for ways to conserve and save the Town money.

Over the last 4 years we've been able to stabilize our tax rate in the Town, keep services in place that our residents rely on, and maintain a very strong fund balance. New Baltimore is financially prepared to weather unanticipated events that come our way. At any time we have over half a million dollars in the bank, well poised to step into the future. I am very proud of where we are, and where I leave the Town at this end of my term.

Paper budgets are available from the Town Clerk's Office.

Arlene McKeon asked why court fines are down; the fines ebb and flow, a justice left, another came on, they've done a good job working with sheriff's office and troopers, but varies by what comes before them. She asked about the reserve fund for the parks, asked about planned improvements; Councilwoman Benway and Supervisor have discussed putting in a new playground, replacing old, not cheap to do. Also, Board has talked about possibly selling portion of 22acre District 1/Joseph A. Wyche Park, keeping the front 2-3 acres, but many hurdles to go through and reason for consulting with NYS Assemblyman Lopez on that process, considering usage of the parks. Arlene volunteers to help find fundraising for that. Arlene asked the Town tax increase is less than ½%; no, Councilman Norris clarified that a decrease of .01% or the same amount of taxes as 2010. Fire districts budgets have not been received.

October 7 will be Special Meeting with department heads, October 14, 2013 will establish Preliminary Budget, and October 28, 2013 Work Meeting will be public hearing, and November 11, 2013 is expected to adopt the 2014 Budget. Supervisor reminded that the information will be available on the website.

Arlene McKeon thanks the Board and Highway Superintendent for frugality, the budget is great news for all of us struggling with our budgets.

Ellie Alfeld commented NYS Governor Cuomo's visit to New Baltimore this morning, regarding the texting law, and she visited with Legislator Lennon/Town of Cairo on the benefit of rest area to Greene County, primarily sale of gasoline and one of most popular stops, helping to generate taxes for the county; Supervisor reminds no property taxes from the New York State Thruway rest area. Ellie reminds we clean up their trash, send out ambulances and our fire trucks.

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ADJOURNMENT

Hearing no more from the Board or the public, **Supervisor moved and was seconded by Councilwoman Benway.** The adoption of the foregoing Motion was duly put to a vote, and the vote was as follows:

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

The meeting was adjourned at 8:36 pm.

Respectfully submitted

Janet A. Brooks
Town Clerk