

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

JUNE 12, 2017

AGENDA

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Moment of Silence for Eleanor Shafer, Former Supervisor

Presentation by Lindsay Ostrander from Delaware Engineering on the New York State Infrastructure Improvement Act (WIIA) Clean Water Grant for the Wastewater Treatment Plant

Approval of Minutes

- May 22, 2017 Town Board Work Meeting

Public Comment Period

New Business

- Resolution to Authorize the Supervisor to Sign the New York State Water Infrastructure Improvement Act Grant Application from the Environmental Facilities Corporation
- Discussion of Countywide Shared Services Agreement
- Resolution to Authorize Highway Superintendent to Purchase Materials and Supplies by Greene County Resolution 186-17
- Resolution to Authorize Highway Superintendent to Purchase Washed Screened Crushed Stone by Greene County Resolution 187-17
- Resolution to Approve Emergency Repair of 1997 International
- Resolution Establishing Energy Benchmarking Policy Requirements for Certain Municipal Buildings in the Name of the Town of New Baltimore
- Resolution to Approve New York State Unified Solar Permit Application
- Resolution Appointing Summer Recreation Program Staff From July 10, 2017 Through August 4, 2017
- Resolution to Approve First Aid Course for Summer Recreation Program Staff
- Resolution to Set Public Hearing for Franchise/Concession Grant to Capital District Cricket Association
- Motion to Authorize Refund of Beer Permit for Event that was Moved to Another Location
- Motion to Accept the Resignation of Code Enforcement Officer due to Health Issues
- Audit of Claims

Correspondence

- Greene County Council on the Arts
- New York State Department of Labor Public Employee Safety and Health Bureau
- Columbia Greene Town Clerks Association

Upcoming Meetings

- June 14, 2017 Senior Committee Picnic at 12 Noon Cecil Hallock Park
- June 19, 2017 New Phone Upgrade and Installation from 9AM-12 Noon, All Departments, Residents May Experience Delays in Contacting Town Hall, Use Town Clerk Number
- June 26, 2017 Town Board Work Meeting at 7 PM
- June 29, 2017 Friends of New Baltimore Recreation at The Boathouse Grill at 5:30 PM
- June 30, 2017 Memorial Committee at 11 AM
- July 4, 2017 Town Offices Closed
- July 5, 2017 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- July 10, 2017 Town Board Regular Meeting at 7 PM
- July 13, 2017 Planning Board Meeting at 7 PM
- July 24, 2017 Town Board Work Meeting at 7 PM
- September 16, 2017 Townwide Yard Sale 9 AM-4 PM

Public Comment Period/Community Events**Adjournment**

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

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 113-2017

JUNE 12, 2017

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SIGN
THE NEW YORK STATE WATER INFRASTRUCTURE IMPROVEMENT ACT
GRANT APPLICATION FROM THE
ENVIRONMENTAL FACILITIES CORPORATION**

RESOLVED following the presentation by Delaware Engineering on the upgrades to the Wastewater Treatment Plant, the Town Board of the Town of New Baltimore does hereby authorize the Town Supervisor to sign the New York State Water Infrastructure Improvement Act Grant Application from the Environmental Facilities Corporation.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 114-2017

JUNE 12, 2017

**RESOLUTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO
PURCHASE MATERIALS AND SUPPLIES BY GREENE COUNTY**

RESOLUTION 186-17

WHEREAS, the Town Board hereby authorizes the purchase of materials and supplies at the contract price offered by Greene County Resolution 186-17 for one year from May 22, 2017 to May 21, 2018.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 115-2017

JUNE 12, 2017

**RESOLUTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO
PURCHASE WASHED SCREENED CRUSHED STONE BY GREENE COUNTY
RESOLUTION 187-17**

WHEREAS, the Town Board hereby authorizes the purchase washed and screened crushed stone at the contract price offered by Greene County Resolution 187-17 for one year from May 22, 2017 to May 21, 2018.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 116-2017

JUNE 12, 2017

RESOLUTION TO APPROVE EMERGENCY REPAIR OF 1997 INTERNATIONAL

WHEREAS, the Town Board of the Town of New Baltimore adopted a Procurement Policy on January 1, 2017 concerning the procurement of goods and services.

WHEREAS, Highway Superintendent Denis Jordan determined that the fuel tank on the 1997 International needed to be replaced before it leaked and Ben Funk, Inc. was contacted to make the repair.

WHEREAS, due to the emergency condition of this repair and according to Procurement Policy 6 b, Section 103 (4) of the General Municipal Law, this service 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 by Ben Funk, Inc.; Invoice Nos. T471225, T471320, T472139, Credit Invoice T472201; Purchase Order No. H-2017-119, Town Voucher No. 2017-06-50.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 117-2017

JUNE 12, 2017

**RESOLUTION ESTABLISHING ENERGY BENCHMARKING POLICY
REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS
IN THE NAME OF THE TOWN OF NEW BALTIMORE**

WHEREAS, buildings are the single largest user of energy in the State of New York, and the poorest performing buildings typically use several times the energy of the highest performing buildings, for the exact same building use; and

WHEREAS, this Local Policy will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Town of New Baltimore; and

WHEREAS, collecting, reporting, and sharing Building Energy Benchmarking on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide; and

WHEREAS, equipped with this information the Town of New Baltimore will be able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.

WHEREAS, the following definitions will apply:

- (1) "Benchmarking Information" shall mean information generated by ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor or herein defined including descriptive information about the physical building and its operational characteristics.
- (2) "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.
- (3) "Covered Municipal Building" shall mean a building or facility that is owned or occupied by the Town of New Baltimore that is 1,000 square feet or larger in size.
- (4) "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.
- (5) "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

- (6) “Energy Use Intensity (EUI)” shall mean the kBTUs (1,000 British Thermal Units) used per square foot of gross floor area.
- (7) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.
- (8) Town Board shall mean the Town Board of the Town of New Baltimore.
- (9) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.
- (10) “Weather Normalized Site EUP” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations; and

WHEREAS, this Local Policy is applicable to all Covered Municipal Buildings as defined in item 3 above of this Local Policy; and

WHEREAS, the Town Board may exempt a particular Covered Municipal Building from the benchmarking requirement if the Town Board determines that it has characteristics that make benchmarking impractical; and

WHEREAS, no later than August 1, 2017, and each year thereafter, the Supervisor or his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous fiscal year; and

WHEREAS, for new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Supervisor or his or her designee shall begin inputting data in the following year; and

WHEREAS, the Town Board shall make available to the public on the internet Benchmarking Information for the previous fiscal year;

- (a) no later than September 1, 2017, and each year thereafter for Covered Municipal Buildings; and

WHEREAS, the Town Board shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:
 - (i) The status of compliance with the requirements of this Local Policy; and
 - (ii) The building address, primary use type, and gross floor area; and
 - (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available and
 - (iv) A comparison of the annual summary statistics (as required by this Local Policy) across fiscal years for all years since annual reporting under this Local Policy has been required for said building; and

WHEREAS, the Town Board shall maintain records as necessary for carrying out the purposes of this Local Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Town Board for a period of three (3) years; and

WHEREAS, the Supervisor or his or her designee shall be the Administrator of this Local Policy; and

WHEREAS, the Administrator of this Local Policy may promulgate procedures necessary for the administration of the requirements of this Local Policy; and

THEREFORE BE IT RESOLVED THAT within sixty days after the start of the fiscal year, the Administrator of the Benchmarking Policy shall submit a report to the Town Board including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Town Board determined to be exempt from the benchmarking requirements and the reason for the exemption, and the status of compliance with the requirements of this Local Policy; and

BE IT ALSO RESOLVED THAT this Local Policy shall be effective immediately upon adoption by the Town Board.

On a Motion by _____, seconded by _____ the Town Board of the Town of New Baltimore voted as follows:

Supervisor Dellisanti	_____
Deputy Supervisor Ruso	_____
Councilmember Briody	_____
Councilmember Irving	_____
Councilmember VanEtten	_____

Said resolution was duly adopted on _____

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Town of New Baltimore, Greene County, New York.

Barbara M. Finke, Town Clerk

Dated: _____

(SEAL)

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 118-2017

JUNE 12, 2017

**RESOLUTION TO ADOPT NEW YORK STATE UNIFIED
SOLAR PERMIT AND GRANT APPLICATION**

WHEREAS New York State has developed a unified solar photovoltaic permitting process designed to streamline municipal permitting which will reduce costs for solar projects and support the growth of clean energy jobs across the state, and

WHEREAS the Town of New Baltimore desires to participate in the unified permitting process, thereby increasing the Town's eligibility for various incentives and grants through the New York State Energy Research and Development Authority;

NOW, THEREFORE, BE IT RESOLVED that the Town of New Baltimore adopts the New York State Unified Solar Permit and will incorporate into its online permitting system and be it further

RESOLVED that the Town Board authorizes Climate Action Associates LLC to complete the grant application through the Streamlined Permitting Program to allow for the Town to receive a grant award up to \$2,500 from the New York State Energy Research and Development Authority for the adoption of the United Solar Permit Application; and be it further

RESOLVED that this resolution shall take effect immediately and a copy of this resolution shall be provided to the Building Department.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 119-2017

JUNE 12, 2017

**RESOLUTION APPOINTING SUMMER RECREATION PROGRAM
STAFF FROM JULY 10, 2017 THROUGH AUGUST 4, 2017**

RESOLVED that Korey Litchko and Shannon Ruso are hereby appointed as the Summer Recreation Co-Directors at a salary of \$13.00 per hour.

RESOLVED that Darian Briody and William Linger are hereby appointed as Summer Recreation Counselors at a salary of \$9.70 per hour.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 120-2017

JUNE 12, 2017

**RESOLUTION TO APPROVE FIRST AID COURSE FOR
SUMMER RECREATION PROGRAM STAFF**

WHEREAS the Town of New Baltimore is conducting the 2016 Summer Recreation Program from July 11-August 5 and that all directors and counselors be certified in first aid and CPR and able to administer emergency services should the need arise.

BE IT RESOLVED that classes will be conducted on June 20 at 7 PM at Cornell Hook and Ladder Fire Company for a fee of \$30 per person for all staff needing certification.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 121-2017

JUNE 12, 2017

**RESOLUTION TO SET PUBLIC HEARING FOR FRANCHISE/CONCESSION
GRANT TO CAPITAL DISTRICT CRICKET ASSOCIATION**

BE IT RESOLVED that the Town Board of the Town of New Baltimore will hold a public hearing on June 26, 2017 at 6:45 PM at the Town Hall, County Route 51, Hannacroix, New York to hear those members of the public who wish to be heard regarding a Franchise/Concession Grant to the Capital District Cricket Association.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 122-2017

JUNE 12, 2017

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 2017-06-01 to 2017-06-75, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2017-06-01 to 2017-06-75.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until August 31, 2017.