

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

**FEBRUARY 12, 2018**

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

**Pledge of Allegiance**

**Approval of Minutes**

- January 22, 2018 Town Board Work Meeting

**Public Comment Period**

**Correspondence**

- Greene County Board of Election Notice on Special Election April 24 6AM-9 PM, Federal Primary Tuesday, June 26 12-9 PM; Primary Election Thursday, September 13 12-9 PM, General Election Tuesday, November 6 6 AM-9 PM
- 8<sup>th</sup> Annual Senior Citizen Day at the Historic Catskill Point, Friday, May 18 12-3 PM at the Freight Master's Building, Main Street, Catskill
- New York State Department of Public Service Brochures – Your Rights & Protections As An Electric Or Natural Gas Customer; Utility Service Interruptions What You Should Do; Take The Chill Out Of Your Winter Energy Bills; Household Electricity Use And Energy Savings Tips; Help Your Home Heat Better; and New York's Natural Gas Outlook

**New Business**

- Resolution to Approve Annual Review of Accounts for Tax Collector
- Resolution to Authorize the Town Clerk to Attend the New York State Town Clerks Association Annual Conference
- Resolution to Accept Donation of Four FireKing Safes
- Resolution to Authorize the Supervisor to Sign an Agreement for IT Services
- Resolution to Authorize Town Court to Attend Training
- Resolution to Authorize Court Clerks to Attend the State of New York Unified Courts System Annual Training
- Motion to Accept the Resignation of the Assessor's Clerk for Full-Time Employment
- Resolution to Place Advertisement for Part-Time Assessor Clerk
- Audit of Claims

**Upcoming Meetings**

- February 18, 2018 Veterans Luncheon at Cornell Hook & Ladder Fire Company at 12 Noon
- February 26, 2018 Town Board Work Meeting at 7 PM
- March 4, 2018 Slide Show Presentation by Ted Hilscher at Town Hall at 3 PM
- March 7, 2018 Zoning Board of Appeals Meeting at 7:30 PM if Needed
- March 8, 2018 Planning Board Meeting at 7 PM
- March 12, 2018 Town Board Regular Meeting at 7 PM
- March 26, 2018 Town Board Work Meeting at 7 PM
- March 28, 2018 Rabies Clinic at Medway-Grapeville Firehouse from 6-8 PM

**Public Comment Period/Community Events**

**Adjournment**

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

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 1**

**OPENING OF REGULAR MEETING**

Supervisor Ruso opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Deputy Supervisor Dellisanti, Councilmembers Briody, Irving and VanEtten, Town Clerk Finke, and 5 members of the public who signed the attendance book. Absent: Councilmember Downes, Tax Collector Jordan, and Highway Superintendent Jordan

**ADOPTION OF MINUTES**

The January 22, 2018 Town Board Regular Meeting submitted by Town Clerk Finke, Moved by Supervisor Ruso and was seconded by Councilmember Briody. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**PUBLIC COMMENT**

None

**Correspondence**

- Greene County Board of Election Notice on Special Election April 24 6AM-9 PM, Federal Primary Tuesday, June 26 12-9 PM; Primary Election Thursday, September 13 12-9 PM, General Election Tuesday, November 6 6 AM-9 PM
- 8<sup>th</sup> Annual Senior Citizen Day at the Historic Catskill Point, Friday, May 18 12-3 PM at the Freight Master's Building, Main Street, Catskill
- New York State Department of Public Service Brochures – Your Rights & Protections As An Electric Or Natural Gas Customer; Utility Service Interruptions What You Should Do; Take The Chill Out Of Your Winter Energy Bills; Household Electricity Use And Energy Savings Tips; Help Your Home Heat Better; and New York's Natural Gas Outlook

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

**RESOLUTION 51-2018**  
**JANUARY 22, 2018**

**RESOLUTION TO APPROVE ANNUAL REVIEW OF ACCOUNTS**  
**FOR TAX COLLECTOR**

**WHEREAS** Town Law Section 123 requires each town officer or employee who has received or disbursed any monies to produce all supporting books, records, receipts, warrants, vouchers and cancelled checks as authorized by Section 29 of the General Municipal Law/

**RESOLVED** that Jeffry Ruso and Councilmember Kelly Downes, Chair and Member of the Audit and Budget Committee, have completed the Annual Review of the financial records of the Tax Collector on Saturday, January 27, 2018 and the Town Board accepts the Annual Review for the period of January 1, 2017 to December 31, 2017.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

**Supervisor Ruso:** I hope you've had a chance to read them. Just as a point of reference we did complete the audit of the Courts last Wednesday. We don't have it prepared for tonight's meeting but nevertheless it has been accomplished.

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 2**

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

**RESOLUTION 52-2018**  
**FEBRUARY 12, 2018**

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

**WHEREAS** the New York State Town Clerks Association has scheduled their Annual Conference from April 22-26 at the Desmond Hotel and Conference Center in Albany.

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

Motion by Supervisor Ruso seconded by Councilmember Briody

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

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

**RESOLUTION 53-2018**  
**FEBRUARY 12, 2018**

**RESOLUTION TO ACCEPT DONATION OF FOUR FIREKING SAFES**

**WHEREAS** four FireKing Safes -- one vertical and three horizontal in excellent condition -- have been donated to the Town for use in the Records Retention Area in the basement of Town Hall.

**RESOLVED** the Town of New Baltimore gratefully accepts the donation of said FireKing safes which will provide quicker and easier access to information and save valuable shelf storage space.

Motion by Supervisor Ruso seconded by Councilmember Irving

**Ellie Alfeld:** May I ask who donated the safes?

**Supervisor Ruso:** Pathways Nursing and Rehabilitation Center of Niskayuna, New York, 1805 Providence Avenue.

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

**Town Clerk Finke:** Can I just make one comment? We got these last week and they are absolutely wonderful; I couldn't be happier. Three horizontal, one vertical. We intend to take many, many, many old Minute books and things that we have to save permanently and put them in there so they're out of the way and save shelf space. I went back and I got quotes for these if we were to buy them as new. The horizontal cabinets are \$3,455 apiece times three and the vertical one we got I just took the cheapest estimate they had so it's over \$12,000 of donated goods.

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 3**

**Supervisor Ruso:** If I knew that would make you happy I would have donated them a long time ago.

**Town Clerk Finke:** And I would also like to thank the Highway Department. They were invaluable and I couldn't have done it without them.

**Supervisor Ruso:** These are full of cement and they are heavy.

**Town Clerk Finke:** They are.

**Tom Meacham:** Concrete.

**Supervisor Ruso:** Thank you.

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

**RESOLUTION 54-2018**  
**FEBRUARY 12, 2018**

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SIGN  
AN AGREEMENT FOR IT SERVICES**

**WHEREAS** the Town of New Baltimore will be utilizing professional IT Services for 2018.

**WHEREAS** the Attorney for the Town has determined that said services are considered professional services or services requiring special or technical skill, training or expertise according to the Town of New Baltimore Procurement Policy adopted January 1, 2018.

**RESOLVED** that the Town Supervisor is authorized to sign an Agreement with Intelligent Technology Services, Inc. for IT Services until December 31, 2018.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

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

**RESOLUTION 55-2018**  
**FEBRUARY 12, 2018**

**RESOLUTION TO AUTHORIZE TOWN COURT TO ATTEND TRAINING**

**RESOLVED** that the Town Board does hereby authorize Judges Thomas Meacham and Joseph Farrell, Jr., Dawn Palmateer, and Kim Ruby to attend a training on WEB DVS to be held at the Athens Town Court on Monday, March 12, 2018 from 1-3 PM for the 3<sup>rd</sup> Judicial District.

Motion by Supervisor Ruso seconded by Councilmember Briody

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 4**

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

**RESOLUTION 56-2018**  
**FEBRUARY 12, 2018**

**RESOLUTION TO AUTHORIZE COURT CLERKS TO ATTEND THE STATE OF  
NEW YORK UNIFIED COURT SYSTEM ANNUAL TRAINING**

**RESOLVED** that the Town Board does hereby authorize Court Clerks Dawn Palmateer and Kim Ruby to attend the State of New York Unified Court System annual training to be held at the Third District Administrations Office in Castleton on Friday, May 4, 2018 from 9AM-3PM.

Motion by Supervisor Ruso seconded by Councilmember Irving

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

Letter of Resignation from Julie Fisk ‘To the New Baltimore Town Board Members & Supervisor Ruso, Please accept this letter as notice of my resignation from my position as assessor clerk, building department clerk and deputy tax collector. My last day of employment will be Thursday, February 22, 2018. I received an offer of full time employment with benefits. After careful consideration I realized that this opportunity was something I couldn’t decline. I have enjoyed being of service to the town residents for the past eight years, and will miss working alongside my dedicated co-workers.’

Motion to Accept Resignation of Part-Time Assessor Clerk, Building Department Clerk, and Deputy Tax Collector Julie Fisk by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

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

**RESOLUTION 57-2018**  
**FEBRUARY 12, 2018**

**RESOLUTION TO PLACE ADVERTISEMENT FOR  
PART-TIME ASSESSOR CLERK**

**WHEREAS** an opening exists for a part-time Assessor Clerk and the Town Board approves advertisement for that position.

**RESOLVED** the wording for the advertisement has been approved by the Attorney for the Town and following approval from the Town Board, the advertisement will be submitted to the Town Clerk for publication in *The Daily Mail* for one week.

The Town of New Baltimore is seeking applicants for a part-time Assessor Clerk. Ideal candidate must have the ability to understand and carry out oral and written directions, ability to plan and organize and the ability to effectively meet with the public. Clerical skills including computer competency and organizational skills a must.

Preference will be given to candidates with experience with an Assessor’s Office or other experience with real estate or title searching.

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 5**

Motion by Supervisor Ruso seconded by Councilmember Briody

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

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

**RESOLUTION 58-2018**

**FEBRUARY 12, 2018**

**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 2018-02-01 to 2018-02-80, it is

**RESOLVED** that the Supervisor is hereby authorized to pay claims 2018-02-01 to 2018-02-80.

**BE IT FURTHER RESOLVED** that the Town Clerk will prepare an abstract and hold it for public review until April 30, 2018.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

**Town Clerk Finke:** I guess before we start we should say that the payments to the fire companies are included in this, the tax payments. General \$632,704.67, Highway \$23,257.93, Sewer 1 \$11,776.39, Sewer 2 \$131.70, Water 2 \$5,588.50, Water 3 \$210.38, Lighting 1 \$1,872.88, Lighting 2 \$206.21, Total \$675,748.66

**Upcoming Meetings**

- February 18, 2018 Veterans Luncheon at Cornell Hook & Ladder Fire Company at 12 Noon
- February 26, 2018 Town Board Work Meeting at 7 PM
- March 4, 2018 Slide Show Presentation by Ted Hilscher at Town Hall at 3 PM
- March 7, 2018 Zoning Board of Appeals Meeting at 7:30 PM if Needed
- March 8, 2018 Planning Board Meeting at 7 PM
- March 12, 2018 Town Board Regular Meeting at 7 PM
- March 26, 2018 Town Board Work Meeting at 7 PM
- March 28, 2018 Rabies Clinic at Medway-Grapeville Firehouse from 6-8 PM

**Public Comment Period/Community Events**

**Ellie Alfeld:** I'd like to make mention that the Senior Luncheon or fellowship luncheon is this Wednesday. It's salad, vegetable lasagna, Italian bread, and cookies of one kind or another for Valentine's Day for dessert. It's a donation luncheon and it's open to anyone in the public, no age or anything.

**Supervisor Ruso:** It's at the Church at noon.

**Ellie Alfeld:** At noon, we serve exactly at noon. Second thing I'd like to bring to the Board's attention whether you've notice it or not -- I did tonight -- there is a new, I think it's a LED light at the corner of 9W and 144. The brightness is unbelievable and it's easy to compare it to the streetlight that is at the bottom of 51 and 9W. So I don't know whether this is a recent installation, but...

**TOWN OF NEW BALTIMORE**                      **Draft 2/13/18**  
**COUNTY OF GREENE**                      **Approved 2/26/18**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**February 12, 2018– Page 6**

**Supervisor Ruso:** Not immediately past, it's been there a little bit but not long. A month I'd say, maybe the month of December.

**Ellie Alfeld:** If it's part of the updating of LED lights in the Town, it's well appreciated.

**Supervisor Ruso:** Thank you.

On a Motion by Councilmember Briody seconded by Councilmember VanEtten, the meeting adjourned at 7:16 PM.

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

**Motion Carried**

**Supervisor Ruso:** Thank you very much.

Respectfully Submitted,

Barbara M. Finke  
Town Clerk