

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

**MARCH 22, 2021
AGENDA**

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Town Board Update on Water Districts #2 and #3 by Tracey Ledder from Delaware Engineering

Reports

Supervisor

- Resolution to Authorize the Supervisor to Sign a Professional Services Agreement with Delaware Engineering, D.P.C. to Update the Parcels Within the Boundary of Water District #2

County Legislator

Town Clerk

- January 25, 2021 Public Hearing on Water District #2
- March 8, 2021 Town Board Regular Meeting Minutes

Tax Collector

Historian

Agriculture/AgFest (Chair Boehlke/Member Irving)

Animal Control (Chair Irving, Member Ruso)

Assessment (Chair VanEtten/Member Ruso)

Audit and Budget (Chair Ruso/Member Downes)

Buildings & Grounds/Recycling (Chair Irving/Member Boehlke)

- Resolution to Place Advertisement for Town Hall Cleaning Services

Building Inspector/Code Enforcement Officer (Chair Downes/Member Ruso)

Fire, EMS & Law Enforcement (Chair Dellisanti/Member Downes)

Grants/Promotions/Economic Development (Chair VanEtten/Member Ruso)

Greene County Planning Board (Boehlke)

Highway (Chair Ruso/Member Downes)

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

Planning Board/Zoning Board of Appeals (Chair Boehlke/Member Irving)

Seniors (Chair VanEtten/Member Downes)

Technology/Website (Chair Downes/Member Boehlke)

Town Courts (Chair VanEtten/Member Ruso)

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Boehlke)

Youth, Parks and Recreation (Chair VanEtten/Member Boehlke)

- Resolution to Approve Invitation to Bid for Silver Lake District 3 Park and Joseph Wyche District 1 Park

Upcoming Meetings

- April 7, 2021 Zoning Board of Appeals Meeting at 7:30 PM
- April 8, 2021 Planning Board Meeting at 7 PM
- April 12, 2021 Town Board Regular Meeting at 7 PM
- April 26, 2021 Town Board Work Meeting at 7 PM

Public Comment Period/Community Events

Audit of Claims

Adjournment

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

GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS

1. The Supervisor shall preside at the meetings of the Town Board. In the absence of the Supervisor, the Deputy Supervisor shall be the acting Supervisor. In the event both the Supervisor and the Deputy Supervisor are absent, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.
2. Town residents who wish to speak shall fill out a card at the entrances of the meeting room listing their name, contact information, and the subject matter in which they would like to speak. These cards will be collected prior to the beginning of the Town Board meeting and given to the Town Supervisor or Deputy Supervisor in the absence of the Supervisor.
3. Speakers must be recognized by the presiding officer and then proceed to the lectern and state their name and address. They must limit their remarks on official town business to up to three minutes on a given topic and may not yield any remaining time to another speaker. They must address their remarks to the Board as a body and not to any member thereof and not to other members of the audience in the form of a debate.
4. Speakers should present their remarks in a courteous manner and may not make disparaging remarks or personal comments about public officials, town residents, or others. All speakers will observe the commonly accepted rules of courtesy, decorum, dignity, and good taste with no cursing, swearing, clapping, booing, finger pointing, bullying, whispering, or talking that disrupts the proceedings of the business of the Town Board.
5. Any speaker who disregards the directives of the presiding officer in enforcing the rules, disturbs the peace at a meeting, makes impertinent or slanderous remarks, or generally conducts themselves in an inappropriate manner shall be barred from further participation and will forfeit any balance of time remaining for their comments.
6. After a final warning, if a speaker willfully refuses to step down, the Town Supervisor shall contact the appropriate authorities to remove the speaker from the meeting room and to restore order.
7. The Town Supervisor, or in their absence the Deputy Supervisor, shall ensure compliance with these rules.

This policy will be amended by Majority vote of the Town Board.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 72-2021

MARCH 22, 2021

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SIGN
A PROFESSIONAL SERVICES AGREEMENT WITH
DELAWARE ENGINEERING, D.P.C. TO UPDATE THE PARCELS WITHIN
THE BOUNDARY OF WATER DISTRICT #2**

WHEREAS pursuant to Town Law Article 12-A, the Town of New Baltimore desires to update the Map, Plan and Report for Water District #2 to reflect subdivisions and benefitted parcels.

RESOLVED the Supervisor is authorized to sign a Professional Services Agreement with Delaware Engineering, D.P.C. at a cost not to exceed \$7,500.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 73-2021

MARCH 22, 2021

**RESOLUTION TO PLACE ADVERTISEMENT
FOR TOWN HALL CLEANING SERVICES**

WHEREAS an advertisement will be placed in the *Daily Mail* for weekly cleaning services at Town Hall.

RESOLVED that the Town Clerk will place the following advertisement approved by the Attorney for the Town in the *Daily Mail* for seven (7) days.

The Town of New Baltimore is seeking an independent contractor for weekly cleaning at Town Hall, 3809 County Route 51, Hannacroix, NY 12087. Cleaning will include Town Hall offices, Meeting Room, Kitchenette, Bathrooms, and Basement Areas. A list of specific duties can be obtained from Town Clerk Barbara Finke, (518)756-6671, Ext. 5. Please send letter of interest to Supervisor Jeff Ruso, 3809 County Route 51, Hannacroix, NY 12087, (518)756-6671, Ext. 7, or jruso@townofnewbaltimore.org by March 9, 2021.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 74-2021

MARCH 22, 2021

**RESOLUTION TO APPROVE INVITATION TO BID FOR
SILVER LAKE DISTRICT 3 PARK AND JOSEPH WYCHE DISTRICT 1 PARK**

RESOLVED the Town of New Baltimore wishes to advertise for sealed bids for the electrical contract for Silver Lake District 3 Park and Joseph Wyche District 1 Park by www.debiddocuments.com or at the office of Delaware Engineering, D.P.C. 28 Madison Avenue Extension, Albany, NY 12207.

INVITATION TO BID
ELECTRICAL CONTRACT

Notice is hereby given that sealed bids for the purchase and Installation of electrical Improvements at Both Silver Lake and Wyche Park will be received by the Clerk until **3:00 P.M., Wednesday, April 7, 2021**, at the Town Clerks office, Town of New Baltimore, 3809 County Route 51, Hannacroix, New York 12087. All sealed bids received before 3:00 P.M. will be publicly opened and read aloud at that time.

The electrical construction will be done in conjunction with Town forces and other contracts. Therefore; The successful electrical contractor will need to coordinate their work with the Town and other contracts.

The anticipated schedule for delivery of the prefabricated concession building that will house the new 200 Amp electrical service entrance is June, 2021.

The Contract Documents, including Advertisement For Bids, Information For Bidders, Additional Instructions, Bid Documents, General Requirements, Specifications, Contract Drawings and any Addenda, may be examined at no expense on line at the following website: www.debiddocuments.com, or at the office of Delaware Engineering, D.P.C., 28 Madison Ave Extension Albany NY, 12203.

Digital copies of the Contract Documents may be obtained online as a download from the website: www.debiddocuments.com. Complete hardcopy sets of bidding documents may be obtained from REV, 330 Route 17A, Suite #2, Goshen, NY 10924, Tel: 1-877-272-0216, Any Bidder requiring documents to be shipped shall make arrangements with REV and pay for all packaging and shipping costs.

All Questions should be sent to Fred Grober via email at fgrober@delawareengineering.com or Fax at (518) 452-1335.

Please note that www.debiddocuments.com is the designated location and means for distributing and obtaining all bid package information. All Bidders are urged to register to ensure receipt of all necessary information including bid addenda. All bid addenda will be transmitted to registered plan holders via email and will be available at www.debiddocuments.com. Plan holders who have paid for hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use, and coordinate directly with REV for hard copies of addenda to be issued. There will be no charge for registered plan holders to obtain hard copies of the bid addenda.

No Bidder may withdraw his bid within Thirty (30) days after the actual date of opening thereof.

This is an exempt capital improvement project, and Bidders shall not include in their bid sales and compensating use taxes on the cost of materials which are to be incorporated into the work.

The Town of New Baltimore reserves the right to waive any and all informalities in the Bid and to reject any or all Bids. By Order of the Town Board. Barbara M. Finke, Town Clerk

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 75-2021

MARCH 22, 2021

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 2021b-03-01 to 2021b-03-, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2021b-03-01 to 2021b-03-.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until May 31, 2021.