

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

**JULY 12, 2021  
AGENDA**

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

**Pledge of Allegiance**

**Approval of Minutes**

- June 28, 2021 Town Board Work Meeting

**New Business**

- Resolution to Accept Town Hall Painting by Joan Springstead Donated by the Springstead Family
- Resolution Appointing Part-Time Deputy Town Clerk
- Resolution Appointing Highway Department Employee
- Letter from New York State Division of Budget on the American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Fund
- Audit of Claims

**Upcoming Meetings**

- July 26, 2021 Town Board Work Meeting at 7 PM
- August 4, 2021 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- August 9 Town Board Regular Meeting at 7 PM
- August 12, 2021 Planning Board Meeting at 7 PM
- August 23, 2021 Town Board Work Meeting at 7 PM

**Public Comment Period**

**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**                      **Draft 7/13/2021**  
**COUNTY OF GREENE**                              **Adopted 7/26/2021**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**JULY 12, 2021 – Page 1**

**OPENING OF REGULAR MEETING**

Supervisor Ruso opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Councilmembers Boehlke, Downes, Irving, and VanEtten; Deputy Supervisor Dellisanti; Town Clerk Finke; and 2 members of the public who signed the attendance book. Absent: Highway Superintendent VanWormer and Tax Collector Jordan

**ADOPTION OF MINUTES**

The June 28, 2021 Town Board Work Meeting submitted by Town Clerk Finke, Moved by Supervisor Ruso and was seconded by Councilmembers Downes and VanEtten. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

**New Business**

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

**RESOLUTION 119-2021**

**JULY 12, 2021**

**RESOLUTION TO ACCEPT TOWN HALL PAINTING BY  
JOAN SPRINGSTEAD DONATED BY THE SPRINGSTEAD FAMILY**

*WHEREAS* long-time resident Joan Springstead painted a likeness of Town Hall in 1994 and the Springstead family has gifted said painting to the Town.

*RESOLVED* the Town Board of the Town of New Baltimore gladly accepts said gift to be hung in the Town Hall Meeting Room.

Motion by Supervisor Ruso seconded by Councilmember Downes

YES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

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

**RESOLUTION 120-2021**

**JULY 12, 2021**

**RESOLUTION APPOINTING PART-TIME DEPUTY TOWN CLERK**

*WHEREAS* a vacancy exists in the Town Clerk's Office and an advertisement appeared for seven days in the *Daily Mail*.

*RESOLVED* that Claudia Kuder is appointed as Deputy Town Clerk until December 31, 2021 at a salary of \$ 14.12 per hour.

Motion by Supervisor Ruso seconded by Councilmember Boehlke

**Councilmember Downes:** Is this to fill what Diane was doing?

**Town Clerk Finke:** Yes, it is and also Claudia had experience because she worked in the Town Clerk's office before previously and I'm excited about that.

**Supervisor Ruso:** She fits right in.

**TOWN OF NEW BALTIMORE**                      **Draft 7/13/2021**  
**COUNTY OF GREENE**                              **Adopted 7/26/2021**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**JULY 12, 2021 – Page 2**

YES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

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

**RESOLUTION 121-2021**

**JULY 12, 2021**

**RESOLUTION APPOINTING HIGHWAY DEPARTMENT EMPLOYEE**

*WHEREAS* a vacancy will exist in the Highway Department due to retirement and the Highway Superintendent has made a recommendation for appointment.

*RESOLVED* that David Schermerhorn is appointed as a Heavy Motor Equipment Operator at a salary of \$17.81 per hour for a probationary period of six months where the salary will increase to \$18.31 following successful evaluation.

Motion by Supervisor Ruso seconded by Councilmember Downes

**Councilmember Downes:** Did we put this out?

**Councilmember VanEtten and Supervisor Ruso:** Yes.

**Supervisor Ruso:** The position is vacant on August 13 I believe.

**Councilmember Downes:** I was just worried about the advertisement.

**Supervisor Ruso:** I was just going to make sure that everyone is aware that the vacancy actually exists on August 13. This fellow has a job and he has to give a two-week notice and so he's not anticipated to be able to start until somewhere around the first of August.

**Councilmember Boehlke:** Retired Army Staff Sergeant.

**Supervisor Ruso:** Is that right? And so, nevertheless, what we're gonna have is a bit of an overlap whereas the outgoing Highway Department employee is going to be able to show him the route. So we don't always have the opportunity to have that transition and proper handoff. So we're gonna have that.

YES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

**Supervisor Ruso:** For those that don't recall we had a meeting last Wednesday, what was it, the 7<sup>th</sup>? We received something on the 8th after having those deliberations.

**New York State Division of the Budget:** 'Town of New Baltimore Official: New York State Division of the Budget is trying to contact your local government as part of its obligations under the American Rescue Plan Act (ARPA) Coronavirus Local Fiscal Recovery Fund. Your local government is eligible for an allocation of up to **\$332,386** subject to a cap of 75 percent of your budget, **if you submit a request for funds.** One June 16, 2021, your Chief Executive Officer or another official received an email with instructions for requesting funds. However, as of Wednesday, June 30, we have not yet received a request. If you have submitted since that time, you may disregard this letter. The original email, with instructions for requesting funds, is included below. Please submit a request as soon as possible. ***Begin Original Email:*** New York State is required by the American Rescue Plan Act (ARPA) to distribute Coronavirus Local Fiscal Recovery Funds to Non-Entitlement Units (NEUs) on behalf of the United States

**TOWN OF NEW BALTIMORE**                      **Draft 7/13/2021**  
**COUNTY OF GREENE**                              **Adopted 7/26/2021**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**JULY 12, 2021 – Page 3**

Department of the Treasury. The Department of the Treasury has identified your local government as an NEU. Per the Department of the Treasury, local governments will receive funds in two, 50 percent payments, the second 12 months after the first. In addition, the total amount of ARPA Coronavirus Local Fiscal recovery funds received by an NEU cannot exceed 75 percent of an NEU's annual total operating budget in effect as of January 27, 2020. Prior to distributing such funds to NEUs, New York State is required to collect certain information from each NEU. Pursuant to these requirements, your **local government must select one of the following two OPTIONS: Option A: Decline Funding Option B: Request Funding** In order to meet the expedited time frame for distributing the funds established by the Federal Government, you must complete either Option A: Decline Funding OR Option B: Request Funding, **no later than Friday, July 9, 2021.** The forms and information necessary to select one of the options are available at [https://app.budget.ny.gov/dc/Forms/LocalARPA.](https://app.budget.ny.gov/dc/Forms/LocalARPA)'

**Supervisor Ruso:** The point of that is that on Wednesday night the last figure we heard was \$360,000 and that was the subject of our conversation. The very next morning we're informed that it's \$332,000 so they dropped it by \$28,000. So I just thought I'd let you know that again we had a little bit of a trap door part of that resolution so that when there's adjustments and things we would be able to adjust. And so we didn't even have it in place but what 14 hours so, nevertheless, that's the way the ARPA funding is. I've been on the phone with our Engineer again and I'm going to say that finding the right thing because there are rejections -- this is good, no, we don't like that -- that we will endure along the way and this is akin in my head to shooting at a moving target and hitting it between the eyes while blindfolded. I just think that it's gonna be because of the lack of good definition.

**Councilmember Boehlke:** That's an underestimate, Jeffrey, from what we heard.

**Supervisor Ruso:** So we're gonna do what we can and use every dollar that's available to us. So I have every expectation that we will do that. There's not a resolution related to that.

**Councilmember Downes:** Jeff, can we still put in, because we know some things are gonna be dropped, or was that \$360,000 just for us to think about what we had in there?

**Supervisor Ruso:** Last week I submitted to ARPA, well though the Department of Budget, the only thing I had to submit last week was our intention to use all of the funds in accordance with the guidelines.

**Councilmember Downes:** So you guys just have to rescale.

**Supervisor Ruso:** We have to rescale it and follow the guidelines because there is some conversation that I've had with Senator Hinchey's office today by the way as well as Mary Beth Bianconi that there looks to be some alterations in the restrictions and requirements; some for the better and some for the worse. That's what I'm getting at hitting a moving target while blindfolded. We're gonna use \$332,000, that's what we're gonna do. So in any event that's the status of things.

**Councilmember Downes:** But are we gonna take things off of those lines?

**Supervisor Ruso:** We may have to, yes.

**Councilmember VanEtten:** We have to see what they do.

**Councilmember Downes:** Or are you gonna decrease each line.

**Supervisor Ruso:** At this moment the only part of our intentions that is lock solid certain that it is going to be applicable will be that \$60,000 we had of lost income can be brought into Town Hall. We will have that money that part, the rest of it is probable. And by the way on Friday after some of this stuff came out, I also talked to representatives from Delgado's office and he asserts that the Water District money will be a good line item. He asserted it, which would be nice to know.

**TOWN OF NEW BALTIMORE**                      **Draft 7/13/2021**  
**COUNTY OF GREENE**                              **Adopted 7/26/2021**  
**TOWN BOARD REGULAR MEETING**  
**TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087**  
**JULY 12, 2021 – Page 4**

**Councilmember Boehlke:** Well, it's good to hear because it sounds like he'd go to bat for it then.

**Supervisor Ruso:** The actual outcome might be different than what our conversations were on it on Wednesday. In fact, I know they will be. To what extent I can't say.

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

**RESOLUTION 122-2021**  
**JULY 12, 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 2021-07-01 to 2021-07-37, it is

**RESOLVED** that the Supervisor is hereby authorized to pay claims 2021-07-01 to 2021-07-37.

**BE IT FURTHER RESOLVED** that the Town Clerk will prepare an abstract and hold it for public review until September 30, 2021.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

YES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

General \$8,367.61, Highway \$67,278.01, Sewer 1 \$2,292.85, Sewer 2 \$27.95, Street Lighting 1 \$1,850.01, Street Lighting 2 \$149.76, Total \$79,966.19

**Upcoming Meetings**

- July 26, 2021 Town Board Work Meeting at 7 PM
- August 4, 2021 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- August 9 Town Board Regular Meeting at 7 PM
- August 12, 2021 Planning Board Meeting at 7 PM
- August 23, 2021 Town Board Work Meeting at 7 PM

**Public Comment Period**

None

Motion by Councilmember Downes seconded by Councilmember VanEtten to adjourn the meeting at 7:12 PM

AYES: Ruso, Boehlke, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

**Motion Carried**

**Supervisor Ruso:** Thank you.

Respectfully Submitted,

Barbara M. Finke RMC  
Town Clerk