

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

MAY 13, 2024

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Adoption of Minutes

- April 22, 2024 Town Board Work Meeting

Public Comment Period

New Business

- Resolution to Authorize the Town Supervisor to Execute Agreement for Portable Standard Toilets for AgFest
- Resolution to Approve Advertisement for Part Time Wastewater Treatment Plant Operator
- Resolution to Establish Short Term Rental Task Force
- Conservancy
- Resolution to Surplus Highway Equipment and Place on GovDeals Auction List
- Resolution to Repair Dangerous and Unsafe Culvert at 48 Gill Road
- Resolution Authorizing the Town Supervisor to Execute an Agreement with Questar III for Apprenticeship at the Town Highway Department
- Motion to Allow Resident to Use Town Hall, Highway Garage, and Town Parks for Parking for Wedding Festivities from July 4-7, 2024 and Town Hall for Post Wedding Activity
- Audit of Claims

Upcoming Meetings

- May 18-19, 2024 Townwide Roadside Cleanup
- May 25-26, 2024 Townwide Roadside Cleanup
- May 27, 2024 Town Offices Closed in Observance of Memorial Day
- May 29, 2024 Grievance Day from 4-8 PM
- May 30, 2024 Town Board Work Meeting at 7 PM
- June 1-2, 2024 AgFest at the VanEtten Farm
- June 5, 2024 Zoning Board of Appeals Meeting at 7 PM
- June 10, 2024 Town Board Regular Meeting at 7 PM
- June 13, 2024 Planning Board Meeting at 7 PM
- June 24, 2024 Town Board Work Meeting at 7 PM

Public Comment Period/Community Events

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 entrance 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.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 80-2024

MAY 13, 2024

**RESOLUTION TO AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE
AGREEMENT FOR PORTABLE STANDARD TOILETS FOR AGFEST**

WHEREAS two quotes were procured for four standard units, one handicapped unit, two sinks, Sunday cleaning service, delivery, solar light, and hand sanitizer.

RESOLVED the Town Board of the Town of New Baltimore approves the proposal from Greene County Septic Cleaners, Inc. for \$1,287.50.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 81-2024
MAY 13, 2024**

**RESOLUTION TO APPROVE ADVERTISEMENT FOR PART-TIME
WASTEWATER TREATMENT PLANT OPERATOR**

WHEREAS the Town of New Baltimore is seeking one part-time Wastewater Treatment Plant Operator for the Wastewater Treatment Plant.

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 *Times Union*.

PLEASE TAKE NOTICE: that the Town Board of the Town of New Baltimore is seeking persons interested in being appointed to the position of Part-Time Wastewater Treatment Plant (WWTP) Operator.

GENERAL STATEMENT OF DUTIES: Has responsibility during an assigned shift, for the operation and maintenance of a WWTP, performed under the general supervision of the Chief WWTP Operator.

TYPICAL WORK ACTIVITIES:

- Starts, stops pumps and makes minor repairs to pumps, motors, air compressors, and related mechanical and electrical machinery and equipment;
- Records readings from meters, scales, gauges; Maintains log of plant operations and related records;
- Treats and disposes of sludge; Operates trickling filters; Adds chlorine to sewage;
- Samples sewage for testing; Makes necessary tests for control of plant operations;
- Performs custodial duties in connection with maintenance of buildings and grounds, including simple, manual labor activities needed at the WWTP.

MINIMUM QUALIFICATIONS: Applicants must possess a strong, working knowledge, and at least one year of satisfactory experience with the actual operation of a WWTP, the necessary practices and equipment used, and the following education/training and personal characteristics:

- Current and valid license(s) from the New York State Department of Health, or any other necessary agency for sewer plant operation;
- Completion of an appropriate course of instruction approved by the Commissioner of the Department of Environmental Conservation
- Possession of or eligibility for a Grade 2 or 2A certificate issued under the provisions of the NYS Sanitary Code at the time of appointment
- Graduation from high school or possession of a high school equivalency diploma;
- Ability to understand and carry out oral and written instructions; mechanical aptitude; alertness and dependability;
- Physical condition commensurate with the demands of the position

HOURLY RATE: \$20 - \$22, depending upon applicant experience; approximately 20 hours/week.

HOW TO APPLY: A letter of intent for the position and a resume should be sent or delivered to Town Clerk Barbara Finke at New Baltimore Town Hall, 3809 County Route 51, Hannacroix, NY 12087 and must be received by the close of business on <date >.

All qualified applicants will be considered and interviewed for the position.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 82-2024
MAY 13, 2024**

RESOLUTION TO ESTABLISH SHORT TERM RENTAL TASK FORCE

WHEREAS it is recognized that the Town of New Baltimore needs to address the need for a Short Term Rental Law in the Town of New Baltimore to comply with State recommendations.

RESOLVED the Town Board of the Town of New Baltimore hereby appoints Code Enforcement Officer Allan Jourdin, Planning Board Chair Robert VanEtten, Zoning Board of Appeals Chair William Boehlke, Councilmember Kelly Downes, Supervisor Jeffry Ruso, and Deputy Supervisor Nick Dellisanti to review and develop a Short Term Rental Law for the Town of New Baltimore

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 83-2024

MAY 13, 2024

**RESOLUTION TO SURPLUS HIGHWAY EQUIPMENT AND
PLACE ON GOVDEALS AUCTION LIST**

WHEREAS Highway Superintendent Alan VanWormer has identified and requested to surplus a 2002 International Dump/Plow Truck #3 and one old yellow equipment trailer no longer needed by the Highway Department.

RESOLVED the Town Board of the Town of New Baltimore approves the placement of said equipment on GovDeals Auction List.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 84-2024
MAY 13, 2024**

**RESOLUTION TO REPAIR DANGEROUS AND UNSAFE CULVERT
AT 48 GILL ROAD**

WHEREAS it has been identified that an unsafe open culvert exists at 48 Gill Road;
and

WHEREAS Town Highway Superintendent Alan VanWormer has indicated that the Town Highway Department installed said culvert many years ago and that the culvert represents an unsafe condition and safety hazard.

THEREFORE, BE IT RESOLVED, the Town Board authorizes the Highway Department to complete the repair of said culvert as soon as possible.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 85-2024

MAY 13, 2024

**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE AN
AGREEMENT WITH QUESTAR III FOR APPRENTICESHIP AT THE
TOWN HIGHWAY DEPARTMENT**

WHEREAS the Rensselaer-Columbia-Greene Questar III BOCES Youth Apprenticeship Program is seeking an agreement with the Town of New Baltimore as “Signatory” in the agreement to send to the Town Highway Department potential Interns who will receive training in their “Work-Based Learning” program, and

WHEREAS the above-mentioned agreement has been reviewed by the Attorney for the Town,

THEREFORE, BE IT RESOLVED That the Town Board of the Town of New Baltimore does hereby authorize the Supervisor to sign a Memorandum of Agreement with Questar III.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 86-2024
MAY 13, 2024**

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 2024-05-01 to 2024-05-, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2024-05-01 to 2024-05-.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until June 30, 2024.