

**REGULAR MEETING OF THE TOWN BOARD OF
THE TOWN OF NEW HARTFORD, NEW YORK,
HELD AT BUTLER MEMORIAL HALL IN THE VILLAGE OF NEW
HARTFORD ON WEDNESDAY, JANUARY 7, 2004 AT 7:32 P.M.**

The Town Supervisor called the meeting to order at 7:32 P.M. and led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting:

TOWN BOARD MEMBERS: Councilman Donald C. Backman
Councilman John C. Waszkiewicz III
Councilman David W. Butler
Councilman Richard B. Woodland, Jr.
Supervisor Ralph B. Humphreys

OTHER TOWN OFFICIALS: Highway Superintendent Roger A. Cleveland
Police Chief Raymond Philo
Telecommunicator Supervisor Jeffrey Madden
Town Clerk Gail Wolanin Young, CMC/RMC and
Deputy Town Clerk II Nancy E. Kneller

OTHERS: Attorney Vincent Rossi, Jr. (Arrived at 8:12 P.M.)

Thereafter, a quorum was declared present for the transaction of business.

MINUTES

December 31, 2003 Town Board meeting

Action was deferred on the minutes of the Special Meeting held December 31, 2003.

REPORTS OF TOWN OFFICIALS

TOWN CLERK:

Use of Voting Machines – Village of New York Mills

Upon recommendation of the Town Clerk, the following Resolution was introduced for adoption by Councilman Waszkiewicz and duly seconded by Councilman Backman:

(RESOLUTION NO. 1 OF 2004)

WHEREAS, the Village of New York Mills has requested the use of two (2) Town Voting Machines for their Village Election on Tuesday, March 16, 2004; **NOW, THEREFORE, BE IT**

RESOLVED that the New Hartford Town Board does hereby grant permission to said Village to use two (2) Town Voting Machines for their Village Elections, with

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transportation and set-up of the machines to be made with Town Voting Machine Custodian Michael Jeffery, at no cost to the Town of New Hartford.

A roll call vote was duly held and resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

Raffle Consent

The following Resolution was introduced for adoption by Councilman Backman and duly seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 2 OF 2004)

RESOLVED that the New Hartford Town Board does hereby grant permission to COMPEER, 1518 Genesee Street, Utica, NY, an organization duly granted a Games of Chance Identification Number by the New York State Racing and Wagering Board, to sell raffle tickets at the Sangertown Square Mall, New Hartford, New York, in accordance with all rules and regulations of said Racing and Wagering Board; and be it

FURTHER RESOLVED that the Town Clerk be, and she hereby is, authorized and directed to execute Form GC-RCF, Raffle Consent Form.

Upon roll call, the Town Board voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

TELECOMMUNICATOR SUPERVISOR:

Agreement – 2004 Emergency Dispatch Service/ Village of New York Mills

Upon recommendation of Telecommunicator Supervisor Jeffrey Madden, Councilman

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Waszkiewicz offered the following Resolution for adoption; seconded by Councilman Woodland:

(RESOLUTION NO. 3 OF 2004)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between said Town and the Village of New York Mills wherein the Town Emergency Dispatch Center will provide dispatch services to said Village during fiscal year 2004, pursuant to the terms and conditions set forth in said Agreement

The foregoing Resolution was duly put to a vote upon roll call, resulting as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

PARKS AND RECREATION DIRECTOR:

Appointments – Temporary Part-time Substitute Ice Attendants

Upon the request of Parks and Recreation Director Michael Jeffery, the following Resolution was introduced for adoption by Councilman Waszkiewicz and seconded by Councilman Butler:

(RESOLUTION NO. 4 OF 2004)

WHEREAS, a full-time Parks and Recreation Department employee has been out of work on disability and is not expected to return to work for several months; and

WHEREAS, the Parks and Recreation Department has work that needs to be accomplished;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby appoint Daniel Maycock and Carson Cunningham as temporary, part-time Substitute Ice Attendants effective January 8, 2004 for a two (2) to three (3) week period until they return to college; their hourly wage is hereby set at Five Dollars and Seventy-five Cents (\$5.75), payable bi-weekly.

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The Personnel Assistant having reviewed the matter, the Town Clerk then polled the Board members as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

HIGHWAY SUPERINTENDENT:

Woods Highway Project

The Highway Superintendent received Technical Memorandum No. 5 on the Woods Highway project; copies will be made available to any interested Town Board member.

Appointment – Full-time Highway Department Laborer

Upon recommendation of the Highway Superintendent, the following Resolution was introduced for adoption by Councilman Backman and duly seconded by Councilman Woodland:

(RESOLUTION NO. 5 OF 2004)

WHEREAS, a Highway Department employee has been out of work on disability since December 2002; and

WHEREAS, the Highway Superintendent had forwarded a letter to said Highway Department employee giving him a time frame in which he must furnish from his physician proof of ability to return to work and to contest his termination; and

WHEREAS, that time frame has expired and Highway Superintendent had met with this employee on Tuesday, January 6, 2004 at which time said employee confirmed he would not be returning to work at the Highway Department; and

WHEREAS, on December 3, 2003 the Town Board had adopted Resolution No. 438 appointing Brian Smith as a temporary, full-time Laborer in the Highway Department, to fill a vacancy due to the disability of Charles Herthum;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby appoint Brian Smith as a Full-time Laborer, effective January 8, 2004 to fill a vacancy created by the permanent disability of Mr. Herthum; the Town Board established his hourly wage at Nine Dollars (\$9), payable bi-weekly.

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Highway Superintendent Cleveland confirmed that this matter had been reviewed with Personnel Assistant Aiello. Thereafter, a roll call vote was duly held:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

Easements – Beechwood Road Drainage

Upon recommendation of the Highway Superintendent, the following Resolution was introduced for adoption by Councilman Backman and duly seconded by Councilman Woodland:

(RESOLUTION NO. 6 OF 2004)

WHEREAS, the Town of New Hartford has received the Easement Agreements for Drainage Improvements and Future Maintenance duly executed by Cheryl Zammiello of 23 Beechwood Road (Tax Map No. 339.011-1-4) and by David and Laurie Bahr of 25 Beechwood Road (Tax Map No. 339.011-1-3);

NOW, THEREFORE, BE IT RESOLVED that the Town Board of said Town does hereby authorize and direct the Town Supervisor to enter into and to execute the aforementioned Easement Agreements wherein the Town will have a right of way for drainage purposes for the conservation of soil and for the control and prevention of soil erosion, and for stormwater management.

Attorney Rossi having reviewed the documents, the Town Clerk then polled the Board members who voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Resolution No. 6 was thereafter declared unanimously carried and duly adopted.

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TOWN POLICE CHIEF:

Agreement – 2004 Traffic Safety Grant

Upon recommendation of the Town Police Chief, Councilman Butler introduced the following Resolution for adoption; seconded by Councilman Woodland:

(RESOLUTION NO. 7 OF 2004)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Governor’s Traffic Safety Committee and the Town of New Hartford wherein the Town Police Department intends, through education and enforcement, to reduce motor vehicle accidents during 2004 by addressing aggressive driving, speed, occupant restraint and education/enforcement program; the total amount of this Grant is Eight Thousand Three Hundred Eighty-five Dollars (\$8,385).

Whereupon, a roll call vote was held and resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

MATTERS SUBMITTED BY STANDING COMMITTEES

MOTOR POOL COMMITTEE:

Vehicle Usage – Sub-Section 507/Employee Handbook

The Town Clerk had received written requests from the Codes Enforcement Officer, Town Police Chief, Senior Engineering Technician, and Highway and Deputy Highway Superintendent who sought permission to use and take a town-owned vehicle to their home. Thereafter, Councilman Backman introduced the following Resolution for adoption and Councilman Butler seconded same:

(RESOLUTION NO. 8 OF 2004)

RESOLVED that the New Hartford Town Board does hereby grant permission for the following Town officials and/or employees to take home a Town-owned vehicle at the end of the workday for the sole use in conducting official Town business, and as provided

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for in the Town of New Hartford *Employee Handbook, Section 500 – OPERATIONAL POLICIES:*

- Codes Enforcement Officer Gerald F. Back
- Deputy Highway Superintendent Anthony DeCuffa
- Highway Superintendent Roger A. Cleveland
- Police Chief Raymond L. Philo
- Recreation Center Manager John C. Cunningham, pending his submittal of a written request
- Sr. Engineering Technician/Stormwater Engineer John Meagher

And be it

FURTHER RESOLVED that a mileage log shall be placed in the vehicles used by the Codes Enforcement Officer, the Recreation Center Manager and the Stormwater Engineer and upon which these employees shall record the nighttime mileage accumulated, including their destination.

The Resolution was subject to roll call:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

ASSESSOR COMMITTEE:

Assessor Committee members/Councilmen Backman and Waszkiewicz met with the Assessor and State Office of Real Property Services in an attempt to resolve some Town issues with the State’s re-assessment program. The Town Board will review a letter before it is mailed to property owners, explaining the re-assessment program; the letter had been expected to be mailed in December 2003.

MATTERS SUBMITTED BY COUNCILMEN/ATTORNEY

COUNCILMAN BACKMAN:

Rules of Procedure – Regular Meetings

Based upon a communication from the Town Codes Enforcement Officer, Councilman Backman expressed interest in conducting Town Board meetings at the Kellogg Road

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Community Center Building; he cited a number of deficiencies in the Butler Memorial Hall Community Meeting Room. Councilman Butler acknowledged speaking with the Codes Officer, too, and that there were some deficiencies in Butler Memorial Hall when before it was remodeled; he would like the Codes Enforcement Officer to re-inspect Butler Memorial Hall to determine if it would pass current code requirements and inspect the Kellogg Road site to determine any deficiencies at that location. Councilman Waszkiewicz thought it was the Board's consensus at the December 17, 2003 meeting that this matter would be discussed at a Town Board meeting and that the Codes Enforcement Officer would be present to explain the situation. Councilman Backman had been apprised that the Kellogg Road site needs a handicapped ramp and fire extinguishers; he will ask that the Codes Enforcement Officer attend the January 21, 2004 Town Board meeting to discuss this matter.

COUNCILMAN WASZKIEWICZ:

Agenda items:

- Town Web Site - Discussion ensued with Jim and Cathy Lawrence, Webmasters about posting various data on the Web Site. Mr. Lawrence will meet with the Assessor and Assessor Committee to discuss posting assessment information on the Web Site.
- Status of 501 C 3 for New Hartford Activity Funding Foundation – many applications have come in. The agreement with Grant Consultant Connie Miner has been terminated; Councilman Waszkiewicz may have another grant writer interested in submitting grant applications in behalf of the Town.
- Herkimer-Oneida Economic Development Zone Board - met January 6, 2004 and Councilman Waszkiewicz will give the Town Clerk the December 2003 minutes where the Zone Board passed by-laws that mirror the initial legislation adopted by the Oneida County Board of Legislators in 2002.
- Recreation path dedication in honor of Philip Rayhill – there is an area across from Sanger Public Works Garage on New Hartford Street that might be developed into a little park; consult with the New York State Department of Transportation since it is adjacent to the Judd Road project. Board consensus was to have the Parks and Recreation Advisory Committee put together a plan and offer a recommendation.
- Operator assisted calls during lunch hour – Councilman Waszkiewicz questioned whether the message had been changed; he will follow up with Janice O'Sullivan.
- Contracted and negotiated electric and power charges - the Town Supervisor hadn't received copies of private sector bids regarding electric and power rates – Councilman Waszkiewicz will follow up.

COUNCILMAN BUTLER:

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Signs / Recognition of New Hartford School Marching Band

In response to Councilman Butler's inquiry about the status of the signs recognizing the Marching Band's achievement as State Champions, Highway Superintendent Cleveland stated that the Parks and Recreation Director is "...getting them together."

COUNCILMAN WOODLAND:

Drainage matter

Councilman Woodland will meet with the Highway Superintendent to discuss this matter.

MATTERS SUBMITTED BY TOWN SUPERVISOR

FINANCIAL AND OTHER ROUTINE REPORTS:

Audit of Vouchers

On recommendation of the Town Supervisor, Councilman Woodland presented the following Resolution for adoption; seconded by Councilman Backman:

(RESOLUTION NO. 9 OF 2004)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the payment of the bills itemized on the following Abstracts, which had been duly audited by the Town Board:

General Fund, Whole-Town Abstract No. 49/2003	\$ 75.38
General Fund, Part-Town Abstract No. 33/2003	\$ 219.98
General Fund Whole-Town Abstract No. 1/2004	\$ 936.00
General Fund Whole-Town Abstract No. 2/2004	\$ 81,589.87
General Fund Part-Town Abstract No. 1/2004	\$ 936.00
General Fund Part-Town Abstract No. 2/2004	\$ 21,995.85
Highway Fund Part-Town Abstract No. 1/2004	\$ 50,432.39
Street Light Fund Abstract No. 1/2004	\$ 23.53
Sewer Fund Abstract No. 1/2004	\$ 4,528.98
Water Fund Abstract No. 1/2004	\$ 5,888.10
Drainage Abstract No. 1/2004	\$ 100.55
TOTAL:	\$166,726.63

Upon roll call, the Board members voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye

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Supervisor Humphreys - Aye.

This Resolution was declared unanimously carried and duly adopted

Direct deposit of paychecks

Relative to Councilman Butler's inquiry at the December 31, 2003 Special Board meeting, the Supervisor had not communicated with the Bookkeeper about direct deposit of paychecks but will do so and render a report at the January 21, 2004 Town Board meeting.

2004 Salary Schedule

Based upon the Personnel Assistant's confirmation that the salaries as submitted coincide with the 2004 approved budget, Councilman Woodland offered the following Resolution for adoption, seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 10 OF 2004)

WHEREAS, Town Law, Section 27, provides that the Town Board of each town shall fix, from time to time, the salaries of all officers, officials and employees of said town, whether elected or appointed, and determine when the same shall be payable;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby approve and establish the following *Schedule of 2004 Salaries* for the employees and officials of the Town of New Hartford, payable in the manner designated:

A1010.1	Councilman Donald C. Backman	\$ 6,165, bi-weekly
A1010.1	Deputy Town Supervisor Donald C. Backman	\$ 1,000, bi-weekly
A1010.1	Councilman David W. Butler	\$ 6,165, bi-weekly
A1010.1	Councilman John C. Waszkiewicz III	\$ 6,165, bi-weekly
A1010.1	Councilman Richard B. Woodland, Jr.	\$ 6,165, bi-weekly
A1110.1	Town Justice James VanSlyke	\$15,496.47, bi-weekly
A1110.1	Senior Justice James VanSlyke	\$ 2,500, bi-weekly
A1110.1	Town Justice William M. Virkler	\$15,496.47, bi-weekly
A1110.11	Clerk to Court Justice Ann Rose	\$28,060.29 bi-weekly
A1110.12	Court Attendant John Rukavena	\$ 21.51/hr, bi-weekly
A1110.13	Clerk to Court Justice Donna Fanelli	\$22,687.81, bi-weekly
A1110.16	Part-time Clerk Mary Bowee	\$ 8.39/hr, bi-weekly
A1220.1	Supervisor Ralph Humphreys	\$14,795, bi-weekly
A1220.2	Confidential Secretary Carol Ryan	\$32,730.31, bi-weekly
A1315.11	Bookkeeper Carol D. Fairbrother	\$50,648.19, bi-weekly
A1315.12	Account Clerk Janice O'Sullivan	\$19,626.65, bi-weekly
A1330.1	Receiver of Taxes Hilarie Elefante	\$22,511, bi-weekly
A1330.11	Deputy Receiver of Taxes Kathleen Glenn	\$11,592.65, bi-weekly
A1355.1	Assessor Paul E. Smith	\$42,436, bi-weekly
A1355.11	Deputy Assessor Janet L.Halpin	\$30,900, bi-weekly

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A1355.12	Clerk Patricia Vasco	\$20,259.07, bi-weekly
A1355.13	BAR Chairman Matthew Bohn	\$ 500, annually
A1355.13	BAR Member Frank Furno	\$ 400, annually
A1355.13	BAR Member Jana McDonald	\$ 400, annually
A1355.13	BAR Member Edward F. Goggin	\$ 400, annually
A1355.13	BAR Member Jonathan Purdy	\$ 400, annually
A1410.1	Town Clerk Gail Wolanin Young	\$32,412, bi-weekly
B4020.1	Registrar of Vital Statistics Gail Wolanin Young	\$ 9,573, bi-weekly
B4020.11	Deputy Registrar Robin L. Brindisi	\$27,563.83, bi-weekly
A1410.11	Deputy Town Clerk I Margaret M. Jones	\$23,166.76, bi-weekly
A1410.12	Part-time Clerk Andrea K. Toomey	\$ 10.30/hr, bi-weekly
A1410.13	Deputy Town Clerk II Nancy E. Kneller	\$19,055, bi-weekly
A1430.1	Personnel Assistant Barbara J. Aiello	\$29,503.32, bi-weekly
A1440.1	Part-time Engineer Roger A. Cleveland	\$ 7,693, bi-weekly
A5010.1	Highway Superintendent Roger A. Cleveland	\$40,262, bi-weekly
S8110.1	Sewer Engineer Roger A. Cleveland	\$16,272, bi-weekly
A1440.11/ S8110.15	Senior Engineering Technician John Meagher	\$50,648.19, bi-weekly
A1620.11	Cleaner Lewis Smith	\$ 8.46/hr, bi-weekly
A1620.11	Cleaner Roger Jones	\$ 7.96/hr, bi-weekly
A3120.11	Police Chief Raymond Philo	\$72,074.25, bi-weekly
A3120.1	Police Lieutenant Timothy O'Neill	SALARIES
A3120.1	Police Sergeant Daniel Appler	TO BE
A3120.1	Police Sergeant Richard Hammond	SET
A3120.1	Police Sergeant Marc Marziale	BY
A3120.1	Police Officer Christopher Burns	UNION CONTRACT
A3120.1	Police Officer Paul Colburn	SALARIES
A3120.1	Police Officer Daniel Herman	TO BE
A3120.1	Police Officer Michael Inserra	SET
A3120.1	Police Officer Richard Jones	BY
A3120.1	Police Officer Michael Kowalski	UNION
A3120.1	Police Officer Steven Laymon	CONTRACT
A3120.1	Police Officer Robert Philo	
A3120.1	Police Officer Brad Pietryka	SALARIES
A3120.1	Police Officer Richard Salamone	TO
A3120.1	Police Officer C. Edward Schmidt	BE
A3120.1	Police Officer Peter Colburn	SET
A3120.1	Police Officer Kevin Collins	BY
A3120.1	Police Officer Joseph Corr	UNION
A3120.1	Police Officer Ronald Fontaine	CONTRACT
A3120.1	Police Officer Part-time Scott Adsit	
A3120.1	Police Officer Part-time Raymond Hamo	SALARIES
A3120.1	Police Officer Part-time Peter Hawes	TO
A3120.1	Police Officer Part-time Francis Manfredo	BE
A3120.1	Police Officer Part-time Michael Reilly	SET
A3120.1	Police Officer Part-time Richard Sherman	BY UNION CONTRACT
A3120.12	Senior Typist Susan Donnenwirth	\$20,259.07, bi-weekly
A3120.13	Senior Clerk Amy Topor	\$26,394.78, bi-weekly
A3120.14	School Crossing Guard Rosemari Bennett	\$ 7.49 hr, bi-weekly
A3120.14	School Crossing Guard Edward Bowes	\$ 7.49 hr, bi-weekly
A3120.14	School Crossing Guard MaryAnn Jordan	\$ 7.49 hr, bi-weekly

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A3120.14	School Crossing Guard Jane Kreutzer	\$ 7.49 hr, bi-weekly
A3120.14	School Crossing Guard Jacqueline Mosowski	\$ 7.49 hr, bi-weekly
A3120.14	School Crossing Guard Thomas Randall	\$ 7.49 hr, bi-weekly
A3120.14	School Crossing Guard Lewis Smith	\$ 7.49/hr, bi-weekly
A3120.14	School Crossing Guard James Wilcox	\$ 7.49/hr, bi-weekly
A3120.14	School Crossing Guard Mary Wilcox	\$ 7.49/hr, bi-weekly
A3120.14	School Crossing Guard M. Doreen Reynolds	\$ 7.49/hr, bi-weekly
A3120.14	School Crossing Guard Janet Reynolds	\$ 7.49/hr, bi-weekly
A3120.18	Senior Account Clerk/Typist Michelle Moran	\$26,600.78, bi-weekly
A3120.12	Part-time Clerk (Police Comm.) Barbara Couture	\$ 8.49/hr, bi-weekly
A3220.1	Dispatch Supervisor Jeffrey Madden	\$35,885.20, bi-weekly
A3220.11	Dispatcher Michael Brunet	SALARIES
A3220.11	Part-time Dispatcher Daniel Buley	TO
A3220.11	Part-time Dispatcher Craig Burnop	BE
A3220.11	Part-time Dispatcher Thomas Cook	SET
A3220.11	Part-time Dispatcher Joseph Crandall	BY
A3220.11	Part-time Dispatcher Jarod Petrie	UNION
A3220.11	Part-time Dispatcher Gregory DeBernardis	CONTRACT
A3220.11	Dispatcher Deborah Demko	SALARIES
A3220.11	Part-time Dispatcher Brian Freiberger	TO
A3220.11	Part-time Dispatcher Steven Sickler	BE
A3220.11	Dispatcher Steve Ingersoll	SET BY UNION
A3220.11	Part-time Dispatcher Joseph Jennings	CONTRACT
A3220.11	Part-time Dispatcher James Kreutzer	SALARIES TO
A3220.11	Part-time Dispatcher David Maier	BE SET
A3220.11	Part-time Dispatcher Laurie Marshall	BY
A3220.11	Dispatcher Michael Talento	UNION
A3220.11	Dispatcher Nancy Woeltje	CONTRACT
A3510.1	Animal Control Officer Shawn Morgan	\$31,513.88, bi-weekly
A3510.11	Part-time ACO Frank McCully	\$ 10.30/hr, bi-weekly
A5010.11	Deputy Highway Supt. Anthony DeCuffa	\$59,089.04, bi-weekly
A6772.1	Director of Senior Services M. Eileen Spellman	\$27,868.71, bi-weekly
A6772.11	Meal Site Manager, Part-time, M. Doreen Reynolds	\$ 9.14/hr, bi-weekly
A6772.12	Clerk Part-time Patricia Butler	\$ 10.19/hr, bi-weekly
A6772.13	Food Service Helper Annette Dempsey	\$ 7.96/hr, bi-weekly
A6772.13	Food Service Helper Joanne Martin	\$ 7.96/hr, bi-weekly
A6772.13	Food Service Helper Mary Appler	\$ 8.36/hr, bi-weekly
A6772.13	Bus Driver Robert Garrabrant	\$ 10.08/hr, bi-weekly
A6772.13	Food Service Helper Jack Jecko	\$ 7.96/hr, bi-weekly
A6772.13	Bus Driver Diane Muller	\$ 10.70/hr, bi-weekly
A6772.13	Bus Driver (Sub) William Stevenson	\$ 10.70/hr, bi-weekly
A6772.13	Bus Driver (Sub) Scott Vanderver	\$ 10.70/hr, bi-weekly
A7020.1	Recreation Center Mgr John C. Cunningham	\$36,833.83, bi-weekly
A7020.11	Working Supervisor Mark Roller	\$ 15.31/hr, bi-weekly
A7020.12	Laborer Sheldon Gordon	\$ 8.69/hr, bi-weekly
A7110.1	Parks and Recreation Director Michael Jeffery	\$43,649.67, bi-weekly
A1450.1	Voting Machine Custodian Michael Jeffery	\$ 2,297.91, bi-weekly
A7110.11	Working Supervisor Brian Jenny	\$ 16.50/hr, bi-weekly
A1450.11	Asst Voting Machine Custodian Brian Jenny	\$ 1,497.62, bi-weekly
A7110.13	Clerk Maureen Owens	\$28,806.01, bi-weekly

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A7310.1	Youth Employment Director Maureen Owens	\$ 4,748.30, bi-weekly
A7110.15	Recreation Maintenance Worker James Campbell	\$ 11.48/hr, bi-weekly
A7110.18	Recreation Maintenance Worker Michael Natale	\$ 11.30/hr, bi-weekly
A7110.19	Recreation Maintenance Worker John Randall	\$ 11.30/hr, bi-weekly
B8010.1	Codes Enforcement Officer Gerald F. Back	\$55,663.26, bi-weekly
B8010.11	Zoning Board of Appeals Chairman Gerald Green	\$ 2,000, semi-annual
B8010.11	ZBA Member John Montrose	\$ 1,000, semi-annual
B8010.11	ZBA Member Stephen Welty	\$ 1,000, semi-annual
B8010.11	ZBA Member Timothy Tallman	\$ 1,000, semi-annual
B8010.11	ZBA Member Randy Bogar	\$ 1,000, semi-annual
B8010.11	ZBA Member Frederick Kiehlm	\$ 1,000, semi-annual
B8010.11	ZBA Member Robert Schulman	\$ 1,000, semi-annual
B8010.13	Asst. Codes Enforcement Officer Joseph Booth	\$36,578.39, bi-weekly
B8010.15	CEO – Village, Joseph Booth	\$ 4,000, bi-weekly
B8010.14	Senior Stenographer Dolores B. Shaw	\$33,188.66, bi-weekly
B8010.16	Part-time Clerk (Codes) Vacant	\$ 8.50/hr, bi-weekly
B8010.19	Part-time Codes Officer Ronald Thomas	\$ 6,000, bi-weekly
B8020.12	Planner Kurt Schwenzfeier	\$42,000, bi-weekly
B8020.1	Planning Board Chairman N. Joseph Yagey	\$ 2,000, semi-annual
B8020.1	Planning Board Member Robert Imobersteg	\$ 1,000, semi-annual
B8020.1	Planning Board Member (term expiration)	\$ 1,000 semi-annual
B8020.1	Planning Board Member Jerome F. Donovan	\$ 1,000, semi-annual
B8020.1	Planning Board Member Samuel Marchio	\$ 1,000, semi-annual
B8020.1	Planning Board Member Robert Wood	\$ 1,000, semi-annual
B8020.1	Planning Board Member Ronald Morelle	\$ 1,000, semi-annual
D5110.1	Highway HEO – Thomas Panzone, Sr.	SALARIES
D5110.1	Highway HEO –	TO
D5110.1	Highway HEO – Lawrence Miller	BE
D5110.1	Highway HEO – Richard Manuele	SET
D5110.1	Highway HEO– Richard Davies	BY
D5110.1	Highway HEO – Gary Locke	UNION
D5110.1	Highway HEO – Douglas Gehringer	CONTRACT
D5110.1	Highway HEO – William Smith	SALARIES
D5110.1	Highway Automotive Mechanic – Kim Griffith	TO
D5110.1	Highway HEO – William Marshall	BE
D5110.1	Highway Automotive Mechanic – Jack Webb	SET
D5110.1	Highway MEO – Michael Roberts	BY
D5110.1	Highway MEO – Joseph Fletcher	UNION
D5110.1	Highway MEO – Kevin Martin	CONTRACT
D5110.1/ A1620.11	Highway MEO/Bldgs & Grounds Michael Coonradt	SALARIES
D5110.1	Highway MEO – Christopher Moran	TO
D5110.1	Highway MEO – Michael Smoulcey	BE
D5110.1	Highway MEO – Corey Halpin	SET
D5110.1	Highway MEO – David DeBlois	BY
D5110.1	Highway Automotive Mechanic – Gerald Webb	UNION
A5010.14	Highway Clerk – Candy Currier	CONTRACT
D5110.1	Highway MEO – Timothy Solan	SALARIES

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D5110.1	Highway MEO – Jeffery Mundrick	TO
D5110.1	Highway Laborer – Wayne Smoulcey	BE
D5110.1	Highway Laborer – Thomas Panzone, Jr.	SET
D5110.1	Highway – Various seasonal laborers	BY
S8110.13	Sewer Dept HEO Norman Naber	CONTRACT
S8110.13	Sewer Dept HEO Robert Dziedzic	SALARIES TO BE
S8110.13	Sewer Dept MEO Charles Herthum	SET BY UNION
		CONTRACT

all payable bi-weekly.

Supervisor Humphreys reported that today he had discussed with Deputy Receiver of Taxes Kathleen Glenn the matter of the twenty-seven (27) pay periods in 2004 and having her annual salary divided by twenty-seven (27) and she was amenable to this. Thereafter, the Town Board members voted upon roll call that resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Supervisor Humphreys declared the Resolution unanimously carried and duly adopted.

27 Pay Periods (2004) – Lag Payroll/Method of Calculation

Upon recommendation of the Town Supervisor who had conferred with Financial Consultant Patrick Tyksinski, the following Resolution was introduced for adoption by Councilman Backman and duly seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 11 OF 2004)

WHEREAS, fiscal year 2004 has twenty-seven (27) pay periods that occurs approximately every twelve (12) years and the matter of this “lag payroll” needs to be addressed; **NOW, THEREFORE, BE IT**

RESOLVED that the New Hartford Town Board does hereby adopt the following manner of paying salaries in fiscal year 2004:

- *For all Elected Officials* – that the salaries adopted in the 2004 Annual Budget be divided by the number of pay periods in 2004, i.e., twenty-seven (27), to avoid overpayment of salaries, as published in Budget Hearing Notice in October 2003
- *For all “Salaried” Employees* – calculate wages for “salaried” employees, as follows

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- all salaried employees' time will be computed on an hourly basis. The number of days worked have been calculated to equal 261.25 days. The following is the breakdown for both seven (7) and eight (8) hour days based on this calculation.
 - 8 hrs x 261.25 days = 2,090 divided into annual salary = hourly rate
 - 7 hrs x 261.25 days = 1,828 divided into annual salary = hourly rate.

The Resolution was subject to roll call, resulting as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Backman	-	Aye
Supervisor Humphreys	-	Aye.

Supervisor Humphreys declared the Resolution unanimously carried and duly adopted.

Appointment – Chief Justice

The following Resolution was introduced for adoption by Councilman Waszkiewicz and duly seconded by Councilman Butler:

(RESOLUTION NO. 12 OF 2004)

RESOLVED that the New Hartford Town Board does hereby re-appoint Town Justice James VanSlyke as Chief Justice for the Town of New Hartford effective January 1, 2004 and which appointment shall run coterminously with his elected position.

A roll call vote was duly held as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

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Budget Expense – Ironman Award

Upon request of the Town Supervisor, the following Resolution was introduced for adoption by Councilman Butler and seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 13 OF 2004)

WHEREAS, it has been the practice of the Town of New Hartford for over a decade to purchase and award an “Ironman” plaque to a volunteer firefighter who has shown outstanding service to his/her fire department;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor to purchase two (2) Ironmen Awards, one each for the Willowvale Fire Company, Inc. and the New Hartford Fire Department, and a third Award, the cost of which will be shared with the Town of Whitestown, for the New York Mills Fire Department.

The Town Board was polled and voted individually as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Resolution No. 13 was thereafter declared unanimously carried and duly adopted.

Inter-department Transfer – Accumulation of Benefits

A 13-year-Highway Department employee is leaving that Department’s employment and the Highway Superintendent inquired if that individual were to transfer to another Town Department, such as Emergency Dispatch, would the individual’s seniority carry over into the new Department, and from one bargaining unit to another? The Supervisor commented that the Employee Handbook does not address this subject and suggested the Town Board consider clarifying this point.

[NOTE: Attorney Rossi joined the meeting at 8:12 P.M.]

Appointment – Planning Board Member

The following Resolution was introduced for adoption by Supervisor Humphreys and duly seconded by Councilman Backman:

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(RESOLUTION NO. 14 OF 2004)

WHEREAS, the seven (7) year term of office of Treva Wood as a member of the Town Planning Board had expired on December 31, 2003; and

WHEREAS, the Planning Board membership has not included an attorney since the expiration of Elis J. DeLia's term of office on December 31, 2000;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby appoint Gerald J. Green, Esq., as a Member of the Town Planning Board for a seven (7) year term commencing January 1, 2004 and ending December 31, 2010.

The Town Clerk polled the Board members who voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted. The Town Supervisor will forward a letter of thanks to Treva Wood for her community service as a Planning Board member.

Appointment – Zoning Board of Appeals Chairman

The following Resolution was introduced for adoption by Councilman Waszkiewicz and seconded by Councilman Backman:

(RESOLUTION NO. 15 OF 2004)

WHEREAS, Zoning Board of Appeals member Gerald J. Green has been appointed as a Member of the Town Planning Board effective January 1, 2004, thereby creating a vacancy in the position of Chairman of the Zoning Board of Appeals;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby appoint Zoning Board of Appeals member Randy J. Bogar as Chairman of said Board for a one-year term commencing January 1, 2004 and ending December 31, 2004; the Town Board confirms that Mr. Bogar's term as a Zoning Board member will expire June 9, 2005.

A roll call vote ensued:

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Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

Appointment – Planning Board Chairman

Councilman Butler introduced the following Resolution for adoption and Councilman Woodland seconded same:

(RESOLUTION NO. 16 OF 2004)

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint N. Joseph Yagey as Chairman of the Town Planning Board for a one-year term commencing January 1, 2004 and ending December 31, 2004.

The Town Board voted by roll call as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

Teamsters Union Contract – Highway Department

The Union Contract is nearly complete and the Supervisor requested permission to sign the document if Attorney Peter Jones approved it. While some Councilmen had no objection, Councilman Waszkiewicz said he would feel more comfortable to authorize execution of the contract if it's been ratified first and then has an opportunity to review it.

Appointments – Advisory Committee on Senior Services

Based upon the recommendation of Senior Services Director Eileen Spellman, the following Resolution was introduced for adoption by Councilman Waszkiewicz and seconded by Councilman Woodland:

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(RESOLUTION NO. 17 OF 2004)

RESOLVED that the New Hartford Town Board does hereby appoint the following individuals to serve a one-year term on the Advisory Committee for Senior Services, commencing January 1, 2004 and ending December 31, 2004:

- Robert Dicker President/"Young at Hearts" Senior Citizens
- Rene Kurdziolek President/Clinton Road Senior Group
- Patricia MacEnroe President/New Hartford Adult Center
- Gretchen Busch The Meadows Senior Club
- Kenneth Rowlands President/County Club Court
- Loretta Mandy President/New York Mills Seniors
- Shirley Williams President/Village Elders Senior Group
- Carol Lally
- Rev. Dominic Blasé
- Eileen Spellman Director of Senior Services
- Ralph B. Humphreys Town Supervisor
- John C. Waszkiewicz III Councilman/Co-Chairman Senior Committee
- David W. Butler Councilman/Co-Chairman Senior Committee
- Jean McBride President/AARP
- Bridget Kopel Oneida County Office of Aging, Outreach
- Carol Jubenville Manager, Sunset Wood Apartments
- Randy Fields Sunset Wood Apartments
- Fr. Joseph S. Zareski St. John the Evangelist Church
- Rev. Janet Hoover New Hartford Presbyterian Church
- Sandra Rooney Manager, Country Club Court Apartments.

The Resolution was voted upon by roll call:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

Appointments – New Hartford Public Library Trustees

Councilman Waszkiewicz then introduced the following Resolution for adoption; seconded by Councilman Butler:

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(RESOLUTION NO. 18 OF 2004)

RESOLVED that the New Hartford Town Board does hereby re-appoint Susan T. Fountain and Earl R. Cunningham as Trustees on the New Hartford Public Library Board for a five-year term each, commencing January 1, 2004 and ending December 31, 2008.

Whereupon, the Town Board voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

Appointments - Parks and Recreation Advisory Committee

Upon recommendation of the Parks and Recreation Director, Councilman Woodland introduced the following Resolution for adoption; seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 19 OF 2004)

RESOLVED that the New Hartford Town Board does hereby re-appoint the following individuals to the Parks and Recreation Advisory Committee for three-year terms each, commencing January 1, 2004 and ending December 31, 2006:

- Diane Cater
- Lorraine Garfinkel
- Renee Davis
- Peggy Brady
- Deanne Balutis.

Whereupon, the Town Board voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

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Appointment – Attorney for the Town

The following Resolution was introduced for adoption by Councilman Waszkiewicz and duly seconded by Councilman Woodland:

(RESOLUTION NO. 20 OF 2004)

RESOLVED that the New Hartford Town Board does hereby retain the professional legal services of Vincent J. Rossi, Jr. as Attorney for the Town for fiscal year 2004, at the contractual hourly rate of One Hundred Dollars (\$100) for services rendered in Town offices and at the contractual hourly rate of One Hundred Twenty-five Dollars (\$125) for services rendered in his private law office.

A roll call was duly held and resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

2004 Budget Revision – Attorney Services

Upon recommendation of the Town Supervisor, Councilman Waszkiewicz introduced the following Resolution for adoption; seconded by Councilman Butler:

(RESOLUTION NO. 21 OF 2004)

WHEREAS, the sum of Sixty Thousand Dollars (\$60,000) had been appropriated for Personal Services in General Fund, Whole-Town Account No. A1420.1, the account reserved for salary of a duly appointed Town Attorney; and

WHEREAS, that New Hartford Town Board retained the services of Attorney Rossi on a contractual basis versus appointment, the latter of which involves payroll, federal and state taxes, social security and fringe benefits;

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby authorize and direct the Bookkeeper to make the following Budget revisions for fiscal year 2004:

<u>Account Number</u>	<u>Increase</u>	<u>Decrease</u>
A1420.1 Personal Services/Attorney		\$60,000
A1420.4 Contractual/Attorney	\$60,000.	

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The Town Board members voted individually as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

2004 Budget Revision – Dog Enumeration/Animal Control

Upon presentation by the Town Supervisor, the following Resolution was introduced for adoption by Councilman Woodland and seconded by Councilman Backman:

(RESOLUTION NO. 22 OF 2004)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the Bookkeeper to make the following 2004 Budget revisions for the purpose of funding a Dog Enumeration:

<u>Account Number</u>	<u>Increase</u>	<u>Decrease</u>
A3510.4 Animal Control Contractual	\$5,000	
A1990.4 Contingency		\$5,000.

The Town Clerk requested a vote upon roll call that resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

Appointment – Police Commission

Upon presentation of the Town Supervisor, Councilman Butler introduced the following Resolution for adoption and Councilman Woodland seconded same:

(RESOLUTION NO. 23 OF 2004)

RESOLVED that the New Hartford Town Board does hereby re-appoint James F. Spellman as a Member of the Town Police Commission for a five-year term commencing

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January 1, 2004 and ending December 31, 2008; Police Commission(er) appointments are the non-salaried, supervisory authority over the Town Police Department.

Discussion followed in which a comment was made that Mr. Spellman believes he’s an employee of the Town and Attorney Rossi’s interpretation was requested. Attorney Rossi stated that if he’s not paid, he’s not an employee. It was requested that this interpretation be conveyed to Mr. Spellman. Thereafter, the Resolution was duly put to a vote upon roll call:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Thereafter, the Resolution was declared unanimously carried and duly adopted.

Special Committee – Safety Committee/Expansion

Upon presentation of the Supervisor, the following Resolution was introduced for adoption by Councilman Waszkiewicz and duly seconded by Councilman Butler:

(RESOLUTION NO. 24 OF 2004)

WHEREAS, on August 1, 2001 the New Hartford Town Board created a Special Committee, namely, the Safety Committee, consisting of five (5) members, one (1) each from the Police, Highway and Comptroller departments, and two (2) Town citizens; and

WHEREAS, on January 16, 2002, the Safety Committee had been increased from five (5) to six (6) members, the sixth position to be filled from the Parks and Recreation Department;

NOW, THEREFORE, BE IT RESOLVED that the said Town Board does hereby increase the membership of the Safety Committee from six (6) to seven (7) members, effective January 7, 2004, and that the seventh position be filled from the Senior Program for the Aging/New Hartford Adult & Dining Activity Center.

A roll call vote ensued:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye

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Councilman Woodland - Aye
Supervisor Humphreys - Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

Appointments - Safety Committee

The following Resolution was introduced for adoption by Councilman Butler and duly seconded by Councilman Backman:

(RESOLUTION NO. 25 OF 2004)

RESOLVED that the New Hartford Town Board does hereby re-appoint the following Town employees as members of the **Safety Committee** for a one-year term commencing January 1, 2004 and ending December 31, 2004:

- Deputy Highway Superintendent Anthony DeCuffa
- Parks and Recreation Director Michael W. Jeffery
- Personnel Assistant Barbara Aiello
- Town Police Chief Raymond Philo

And be it

FURTHER RESOLVED that said Town Board does hereby appoint M. Eileen Spellman, Director of Senior Services, to fill the newly-created seventh (7th) position on the Safety Committee for a one-year term commencing January 1, 2004 and ending December 31, 2004.

It was noted that Robert Payne's term on this Committee will expire December 31, 2004 and that Ben Benson's term had expired December 31, 2003 and Mr. Benson is not interested in re-appointment to this Committee. Thereafter, the Town Clerk polled the Board members who voted as follows:

Councilman Waszkiewicz - Aye
Councilman Butler - Aye
Councilman Backman - Aye
Councilman Woodland - Aye
Supervisor Humphreys - Aye.

The Resolution was declared unanimously carried and duly adopted.

Appointments - 2004 Town Board Standing Committees

Supervisor Humphreys submitted his list of Standing Committees for fiscal year 2004,

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noting that two (2) committee changes had been made, namely, the members on the Public Safety & Court and Town Clerk committees were “..flipflopped:”

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Term To Expire</u>
Assessor	Backman	Waszkiewicz	Dec 31, 2004
Elections	Woodland	Waszkiewicz	Dec 31, 2004
Human Resource	Butler	Woodland	Dec 31, 2004
Library	Waszkiewicz	Butler	Dec 31, 2004
Motor Pool	Backman	Woodland	Dec 31, 2004
Parks & Recreation	Waszkiewicz	Woodland	Dec 31, 2004
Public Safety & Courts	Backman	Waszkiewicz	Dec 31, 2004
Public Works/Sewer	Backman	Butler	Dec 31, 2004
School/Village/Town Liaison	Butler	Backman	Dec 31, 2004
Senior Citizen	Waszkiewicz	Butler	Dec 31, 2004
Town Clerk	Butler	Woodland	Dec 31, 2004
Zoning & Planning	Woodland	Backman	Dec 31, 2004

Acknowledging the Supervisor’s change on the Public Safety & Courts Committee, former member Councilman Butler requested that instead of changing both individuals, that at least have one (1) remain because of experience, or both stay on the Public Safety & Court Committee. While he understood Councilman Butler’s request, Supervisor Humphreys stated at this point he would stick with what he has appointed. While Councilman Waszkiewicz felt honored to have the opportunity to work on the Public Safety and Court Committee, he believed an attempt to have maximum continuity was important – if the Supervisor could consider some way to achieve that; from a business prospective, change is healthy but there comes to a point that a break in continuity can be detrimental. Councilman Waszkiewicz wasn’t sure of the process for appointing Standing Committees but believed it was important for him to say and ask the Supervisor to consider that; he reiterated that continuity is more important and Councilman Waszkiewicz would be willing to forego his appointment to this Committee. Councilman Backman noted that a precedent of changing entire committees has been made, citing the Human Resource Committee under former Supervisor Keiser’s administration. Councilman Backman believed it’s very important that all Board members gain experience in all Standing Committees and this necessitates change. As to the process for Standing Committee appointments, Councilman Backman directed Councilman Waszkiewicz’s attention to the Rules of Procedure adopted by the Town Board on December 31, 2003 and as reflected in those minutes.

Historical Society – Carpet/Renovations

The Town recently approved the expenditure of Thirty-four Hundred Dollars (\$3400) for its half of interior remodeling for the Historical Society at 2 Paris Road; the Village of New Hartford paid a similar amount. The Historical Society would like to install carpeting at a cost of Five Thousand Dollars (\$5,000) and has suggested the cost be

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divided three (3) ways – the Historical Society, the Village of New Hartford and the Town. After discussion, the Board’s consensus was that the Historical Society should pay half, or Twenty-five Hundred Dollars (\$2500), and that the Village and Town of New Hartford should each pay a quarter of the cost, or Twelve Hundred Fifty Dollars (\$1250) each.

Higby Road Water Project – Map, Plan & Report / SEQR Negative Declaration

Highway Superintendent Cleveland stated that, at this meeting, he filed with the Town Clerk the map, plan and report prepared by Burley & Guminiak relating to the Higby Road Water Project. Upon presentation of the Highway Superintendent, the following Resolution was introduced for adoption by Councilman Waszkiewicz, seconded by Councilman Backman:

(RESOLUTION NO. 26 OF 2004)

RESOLUTION DETERMINING THAT THE PROPOSED TOWN OF NEW HARTFORD HIGBY ROAD WATER PROJECT – WATER STORAGE TANK WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.

WHEREAS, the Town Board of New Hartford is considering a proposal to construct the new water system known as the Higby Road Water Project; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617 adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, hereafter SEQRA, the Town Board must determine whether such proposal may have a “significant effect on the environment” and therefore require the preparation of an environmental impact statement; and

WHEREAS, to aid the Town Board in determining whether the proposal may have a significant impact upon the environment, a full environmental assessment form (EAF) has been prepared, a copy of which was presented and circulated at the Town Board’s October 1, 2003 meeting; and

WHEREAS, pursuant to Part 617, the Town Board has examined the EAF in order to make a determination as to the potential environmental significance of the proposal; and

WHEREAS, the New York State Department of Environmental Conservation (hereafter “NYSDEC”) and New York State Department of Health (hereafter “NYSDOH”) and the Town of New Hartford are the involved agencies as that term is defined in 6 (A2) NYCRR Section 617.2(t); and

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WHEREAS, no further review is required under SEQRA;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of New Hartford as follows:

1. Based on its examination of the EAF, the criteria set forth in Sections 617.11 and 617.6 of the regulations, and such further investigation as the Town Board has deemed appropriate, no potential significant adverse impacts are known;
2. Consent to proceed with the project will not cause a significant impact on the environment, and the Town Board will not require the preparation of an environmental impact statement;
3. A negative declaration is to be prepared; and
4. The Town Clerk of the Town of New Hartford is hereby directed to cause to be filed and circulated the negative declaration in accordance with the requirements of SEQRA, a copy of the negative declaration shall be maintained in the Office of the Town Clerk in a file that will be readily accessible to the public, and the Clerk shall mail copies, return receipt requested to:
 - Office of the Commissioner
Department of Environmental Conservation
50 Wolf Road
Albany, NY 12233
 - Environmental Notice Bulletin
NYSDEC
50 Wolf Road, Room 538
Albany, NY 12233-1750
 - NYSDOH
Bureau of Public Water Supply
Flanigan Square
547 River Street, Room 400, 4th Floor
Troy, NY 12180-2216
5. All subsequent notices concerning this project shall state that a negative declaration pursuant to SEQRA has been issued.

The foregoing Resolution was subject to a vote upon roll call, resulting as follows:

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Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted.

Authorization to sign SEQR Negative Declaration & full EAF – Proposed Higby Road Water Project

The following Resolution was introduced for adoption by Councilman Backman and duly seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 27 OF 2004)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the Town Supervisor to execute the SEQR Negative Declaration and full Environmental Assessment Form (EAF) as both relate to the Proposed Higby Road Water Project – Water Storage Tank.

The Town Board members were polled as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly adopted. Discussion ensued about a purchase option for property on which the tank would be constructed.

Public Hearing – Proposed Higby Road Water Project

The Highway Superintendent reported that Burley & Guminiak has requested that the Town Board, at its next meeting on January 21, 2003, schedule a public hearing upon this proposed water project for Wednesday, February 11, 2003. The matter was held in abeyance until Attorney Rossi can verify the required publication timeframe.

Appointment – Finance Committee of Mohawk Valley Water Authority (MVWA)

Upon presentation by the Town Supervisor, Councilman Waszkiewicz offered the following Resolution for adoption and Councilman Backman:

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(RESOLUTION NO. 28 OF 2004)

WHEREAS, the three-year term of office of Robert B. Bannigan as a Member of the Finance Committee of the Mohawk Valley Water Authority (MVWA), formerly known as the Upper Mohawk Valley Regional Water Board (UMVRWB), had expired on December 31, 2003; and

WHEREAS, this position appointment alternates between the Town of New Hartford and the Town of Whitestown and this position now being Whitestown's appointment;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to forward a letter to Robert B. Bannigan extending the Town Board's thanks for his time, efforts and dedication in representing the Town of New Hartford on the MVWA.

The Resolution was duly put to a vote upon roll call:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Supervisor Humphreys thereafter declared the Resolution unanimously carried and duly adopted.

Hourly Stipend/Highway MEO & Buildings & Grounds employee – Amend Resolution

Highway Superintendent Cleveland stated there was some discrepancy a Resolution adopted November 5, 2003 relative to the wages of Michael Coonradt; after some discussion, the following Resolution was introduced for adoption by Councilman Butler and duly seconded by Councilman Woodland:

(RESOLUTION NO. 29 OF 2004)

RESOLVED that, upon recommendation of the Highway Superintendent, the New Hartford Town Board does hereby amend Resolution No. 410 adopted November 5, 2003 so that it reads as follows:

“**RESOLVED** that the New Hartford Town Board does hereby approve, effective immediately, MEO Michael Coonradt's rate of compensation for performing additional traffic control/buildings and grounds duties at an

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additional One Dollar (\$1) per hour, except that time when MEO Coonradt temporarily performs HEO work and at such time receives the hourly differential as specified in the Teamster's Contract.”

A roll call vote was duly held and resulted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

The Resolution was declared unanimously carried and duly adopted.

Training – Association of Towns Meeting / New York

The Town Board's consensus was that one (1) member each of the Town Planning Board and Zoning Board of Appeals be permitted to attend the February 15-18, 2003 Association of Towns education seminars in New York, NY.

Water Works Corporation – Whitetail Meadows Subdivision

Based upon the review of Attorney Rossi and the Supervisor's approval, the following Resolution was offered for adoption by Councilman Backman and duly seconded by Councilman Waszkiewicz:

(RESOLUTION NO. 30 OF 2004)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to execute the Covenant Agreement for the Water Works Corporation pertaining to the Whitetail Meadows Subdivision, off Oneida Street, Chadwicks.

The Resolution was voted upon by roll call:

Councilman Waszkiewicz	-	Aye
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Councilman Woodland	-	Aye
Supervisor Humphreys	-	Aye.

Resolution No. 30 was declared unanimously carried and duly adopted.

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Constituent Complaint – Neighbor vs Mohawk Valley Water Authority (MVWA)

Councilman Waszkiewicz asked if the Town Board would consider sending a letter to the MVWA relative to a constituent complaint of fumes from the pump operation. Because the pump operation meets Environmental Protection Agency (EPA) regulations, there is nothing the Town can do. The Board was not inclined to send a letter.

ADJOURNMENT

There being no further business to come before the Town Board, upon motion of Councilman Butler, seconded by Councilman Waszkiewicz, the meeting adjourned at 9:46 P.M.

Respectfully submitted,

**Gail Wolanin Young, CMC/RMC
Town Clerk**