

**REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK
HELD AT BUTLER MEMORIAL HALL IN SAID TOWN
ON WEDNESDAY, JANUARY 13, 2016 AT 6:00 P.M.**

Town Supervisor Patrick Tyksinski called the meeting to order at 6:00 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 PRESENT:

Councilman James J. Messa
Councilman Paul A. Miscione
Councilman David M. Reynolds
Councilman Richard B. Woodland, Jr.
Supervisor Patrick M. Tyksinski

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Assessor Darlene Abbatecola
Codes Enforcement Officer Joseph A. Booth
Deputy Supervisor Matthew Bohn III
Director of Finance Daniel Dreimiller
Highway/Sewer Superintendent Richard C. Sherman
Parks and Recreation Director Michael Jeffrey
Police Chief Michael Inserra
Town Attorney Herbert J. Cully
Town Clerk Gail Wolanin Young

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

MINUTES

December 9, 2015 Town Board meeting

Councilman Reynolds introduced the following Resolution for adoption, seconded by Councilman Miscione:

(RESOLUTION NO. 1 OF 2016)

RESOLVED that the New Hartford Town Board does hereby accept and approve as submitted the minutes of the Regular Town Board meeting held December 9, 2015, and does further waive the reading of the same.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye

Councilman Messa	-	Aye
Councilman Woodland	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

PUBLIC PRESENTATIONS/COMMENTS

The Town Supervisor invited anyone present who wished to address the Town Board to come forth at this time. No one came forth.

REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE CHAIRPERSON

Town Clerk Committee – Councilman Woodland

Training - Oneida County Association of Towns Meeting

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

(RESOLUTION NO. 2 OF 2016)

WHEREAS, Section 77-b of the General Municipal Law allows the governing board of municipalities to authorize any officer or employee to attend a convention, conference or school conducted for the betterment of such municipality;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby grant permission to Town Attorney Herbert J. Cully and Assessor Darlene Abbatecola to attend the Oneida County Association of Towns Meeting on January 19, 2016 at Club Monarch, Yorkville, New York, with expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointment – Clerk, Part-time

Upon request of the Town Clerk, Councilman Woodland introduced the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 3 OF 2016)

RESOLVED, that upon recommendation of the Town Clerk, the New Hartford Town Board does hereby appoint Hannah Empey as a Part-time Clerk in the Town Clerk's office, effective Monday, January 18, 2016, at the hourly rate of Ten Dollars (\$10), payable bi-weekly. This Resolution further confirms that in accordance with New York State Civil Service rules and regulations, as a part-time employee, Ms. Empey is restricted to working a maximum of half-time (17.5 hours) of a full-time (35 hours) position.

The Town Board voted upon roll call, as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Messa	-	Aye
Councilman Woodland	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Senior Citizens Committee – Councilman Reynolds

Budget Adjustment - 2015

Upon request of the Director of Senior Services, Councilman Reynolds introduced the following resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 4 OF 2016)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Bookkeeper to make the following 2015 budget adjustments:

- *Increase Account AA6772.4 (Nutrition Site contractual) by \$75.00*
- *Increase Account AA2705.1 (Donations Nutrition Site) by \$75.00*
 - *Purpose: Table rental for October 2015 Health Fair – Price Chopper.*

The Resolution was subject to a vote upon roll call:

Councilman Miscione	-	Aye
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Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was thereafter declared unanimously carried and duly **ADOPTED**.

Public Works and Sewer Committee – Councilman Miscione

Inter-municipal Agreements to Provide Salt Brine for Snow Removal

Upon the recommendation of the Highway Superintendent, Councilman Miscione introduced the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 5 OF 2016)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute Inter-municipal Agreements between the Town of New Hartford, the Town of Bridgewater and the Town Kirkland, wherein the Town of New Hartford agrees to sell Salt Brine-Magnesium Chloride to the Towns of Bridgewater and Kirkland as per the terms and conditions set forth in said Agreements. To cover the Town’s water costs, labor, operation, maintenance costs for the product production, the product will be sold at a cost of Twenty-three (\$.23) cents per gallon which includes the cost of the magnesium chloride and salt utilized in the mix. Plain salt brine will be sold at a cost of Eighteen Cents (\$.18) per gallon. Said Agreement is effective December 2015, and shall remain in effect until terminated or modified in writing by either Town at any time upon written notice.

Councilman Miscione confirmed these are the same type of Agreements previously used. Supervisor Tyksinski questioned the rates charged and Councilman Miscione said it was the discounted rate the Town has given to the villages in the Town of New Hartford. The Town Supervisor noted that the aforementioned municipalities are not in the Town of New Hartford. Highway Superintendent Sherman confirmed that the rates for Bridgewater and Kirkland would be \$.23 for brine including magnesium chloride and salt and \$.18 for plain salt brine. Thereafter, the foregoing Resolution was voted upon by roll call, as follows:

Councilman Miscione	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was then declared unanimously carried and duly *ADOPTED*.

Re-affirmation of 2015 Resolution – Discounted brine price for Town of New Hartford villages

Supervisor Tyksinski then offered the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 6 OF 2016)

RESOLVED that the New Hartford Town Board does hereby re-affirm the adoption of Resolution No. 122 on July 8, 2015, wherein the Town authorized the sale of salt brine to the Villages of New York Mills and New Hartford at the rate of Seventy-five Percent (75%) of the going rate that the Town currently charges other municipalities.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was then declared unanimously carried and duly *ADOPTED*.

Zoning (Codes) and Planning Committee – Councilman Miscione

Training – Code Enforcement Officers

Upon request of Code Enforcement Officer Joseph Booth, the following Resolution was introduced for adoption by Councilman Miscione and duly seconded by Councilman Messa:

(RESOLUTION NO. 7 OF 2016)

WHEREAS, Section 77-b of the General Municipal Law allows the governing board of municipalities to authorize any officer or employee to attend a convention, conference or school conducted for the betterment of such municipality;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby grant permission to Code Enforcement Officers Joseph Booth and Thomas Rowlands to attend a training program sponsored by the NYS Department of State, Division of Building Standards and Codes, to be conducted at the Town Hall in

Westmoreland, New York, the first week in February 2016; there is no cost associated with this two-day training program.

The Resolution was voted upon by roll call as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Reynolds	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ***ADOPTED***.

MATTERS SUBMITTED BY COUNCILMEN / TOWN ATTORNEY

Councilman Miscione:

Proposed new 25,000 square foot Town office complex

Councilman Miscione came forth with the idea of a proposed new town hall that would consolidate offices now in three (3) different locations; namely, the Senior Center which is rented, administration offices in Butler Memorial Hall which are rented, and the Jerome Madden Justice Building (police/courts). The two-story building would consist of approximately 25,000 square feet and have 210 parking spaces for busy times with court. The site is located behind the New Hartford Public Library and is centrally located within the Town.

The first floor would consist of the police and court departments, the entry way, a 2,000 square foot Senior Center side-by-side with the Town Board meeting room to accommodate a large assembly; the Senior Center would have a new kitchen area, computer room and offices, and bathrooms. While the Highway Superintendent's office would be in the new town hall, the Highway Department employees would remain at the Sanger Public Works Garage, 111 New Hartford Street. The police department would have an evidence room and holding cells – designed to bring in prisoners for courts. Offices of Judges and court clerks would also be on the first floor.

The second floor would consist of all town offices and storage that could be later used for offices if necessary in the future, but for now, use as records storage. The building would be on a slab, have one (1) elevator, a central stairway, breaker and furnace rooms, and egress/ingress from Oxford Road.

Supervisor Tyksinski said that Councilman Miscione had brought this idea to him a few months ago and noted that every Town Supervisor going back to Supervisor Kazanjian

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had looked at locations for a municipal building. He stated that Councilman Miscione had worked with Barton & Loguidice on this proposal, and Supervisor Tyksinski thinks this is a matter the Town Board needs to look at, get everyone together logistically – offices now are scattered throughout the town. Barton & Loguidice have provided some generalized specifications and perhaps the town can obtain some informal bids and see what's affordable.

Councilman Messa had concerns about access roads, a near-by residential area, access by fire apparatus, and whether the Town would give ample notice to St. John's Church where space is currently rented for the Senior Center.

Councilman Reynolds stated that the impact of traffic along Oxford Road would be a primary concern and that the Town should be eliminating cul-de-sacs which require maintenance by the Town. He questioned the impact upon the Library's parking lot and mentioned stormwater drainage in the area. He inquired whether there was department head input on the floor plan. Both the Supervisor and Councilman Miscione said yes, with Councilman Miscione adding that he had specifications from the Criminal Justice Department for the courts and all the State's specifications also for the police department and the sally-ports were put in for safety reasons. Supervisor Tyksinski referred to a study done when Bill Keiser was Town Supervisor, indicating the square footage needed by various departments. Councilman Miscione said that a 30% increase had been incorporated in this plan for expansion and that 3,200 square feet of storage space had been designated that could, in the future, be used for offices. Councilman Woodland questioned if there would be enough space for the Town Clerk's records storage.

Town Board consensus was to authorize Councilman Miscione to obtain three (3) informal quotes from building contractors to get prices to see if this proposal is affordable. A referendum would be required.

Councilman Reynolds:

Demolition – 44 Beechwood Road

The Town Board asked the Highway Superintendent to visit 44 Beechwood Road where a residence had been demolished and a couple of trees are angled that could be detrimental to neighboring properties; authorization was given to remove the trees.

Also, on the same site, the contractor did significant damage on the edge of Beechwood Road and Councilman Reynolds asked whether the Town could hold the contractor liable.

Audit of Vouchers

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

(RESOLUTION NO. 8 OF 2016)

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:

Street Lighting Abstract #13 of 2015	
Vouchers SL13	\$ 9,283.37
Rayhill Trail Abstract #1 of 2016	
Vouchers H51-H52	\$ 1,797.50
Highway Fund Part-Town Abstract #1 of 2016	
Vouchers DB1-DB60	\$135,342.32
General Fund Part-Town Police Abstract # 29 of 2015	
Vouchers BP273-BP275	\$ 43,556.90
General Fund Part-Town Police Abstract # 30 of 2015	
Vouchers BP276-BP277	\$ 3,441.98
General Fund Part-Town Police Abstract # 1 of 2016	
Vouchers BP1-BP21	\$ 13,243.95
Trust & Agency Fund Abstract #41 of 2015	
Vouchers TT245; TT252	\$ 6,321.39
Trust & Agency Fund Abstract #42 of 2015	
Vouchers TT246-TT251	\$ 8,469.86
Trust & Agency Fund Abstract #43 of 2015	
Vouchers TT253-TT254	\$ 4,174.33
Trust & Agency Fund Abstract #44 of 2015	
Vouchers TT255-TT258	\$ 5,730.03
General Fund Part-Town Abstract #30 of 2015	
Vouchers BB188	\$ 201.07
General Fund Part-Town Abstract #31 of 2015	
Vouchers BB189-BB192	\$ 6,083.05
General Fund Part-Town Abstract #1 of 2016	
Vouchers BB1-BB12	\$ 2,902.00
Sewer Fund Abstract #32 of 2015	
Vouchers SS78	\$ 56.84
Sewer Fund Abstract #33 of 2015	
Vouchers SS79	\$ 1,251.67
Sewer Fund Abstract #1 of 2016	
Vouchers SS1-SS10	\$ 9,036.33

General Fund Whole-Town Abstract #35 of 2015 Vouchers A1249-A1258	\$ 7,941.61
General Fund Whole-Town Abstract #36 of 2015 Vouchers A1259-A1268	\$ 36,477.60
General Fund Whole-Town Abstract #1 of 2016 Vouchers A1-A111	<u>\$ 93,214.97</u>
TOTAL:	\$388,526.77

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

This Resolution was declared unanimously carried and duly **ADOPTED**.

Grange Hill Stormwater Drainage project

Because the amount of money Oneida County had allocated for this project had been reduced to \$60,000 (originally \$100,000), this project did not go forth after the October 2015 bid. The project will probably be re-bid in the Spring of 2016. The following Resolution was introduced for adoption by Councilman Miscione and seconded by Councilman Messa:

(RESOLUTION NO. 9 OF 2016)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Bookkeeper to release from the Trust and Agency Account the bid security deposit of \$11,935 submitted by John Spinella Excavating, Inc. for the Grange Hill Stormwater Drainage project that had been bid on October 16, 2015; and be it

FURTHER RESOLVED that said Town Board does hereby authorize and direct the Town Clerk to release the Bid Bonds submitted by Murphy Excavating Corporation, Marcy Excavation Services, LLD and D.H. Smith Co., Inc. for the same project.

Upon roll call, the Town Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye

Supervisor Tyksinski - Aye.

This Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection - Village of New Hartford Fire Department

Councilman Woodland moved the following Resolution for adoption and Councilman Miscione seconded same:

(RESOLUTION NO. 10 OF 2016)

RESOLVED, that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contract commencing January 1, 2016 and ending December 31, 2016, between the Town of New Hartford and **Fire Districts 1 and 2**, Village of New Hartford and its Fire Department in the amount of \$678,872.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection – Village of New Hartford Fire Department

Councilman Messa moved the following Resolution for adoption and Councilman Miscione seconded same:

(RESOLUTION NO. 11 OF 2016)

RESOLVED, that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contract commencing January 1, 2016 and ending December 31, 2016, between the Town of New Hartford and **Fire District 3**, Village of New Hartford and its Fire Department in the amount of \$55,087.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye

Supervisor Tyksinski - Aye.
The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection - Willowvale Fire Company, Inc.

Councilman Messa moved the following Resolution for adoption and Councilman Miscione seconded same:

(RESOLUTION NO. 12 OF 2016)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2016 and ending December 31, 2016, between the Town of New Hartford and **District 4, Willowvale Fire Company, Inc.**, in the amount of \$318,198.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection – Village of New York Mills Fire Department

Councilman Miscione moved the following Resolution for adoption and Councilman Messa seconded same:

(RESOLUTION NO. 13 OF 2016)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2016 and ending December 31, 2016, between the Town of New Hartford and **District 5, Village of New York Mills and its Fire Department**, in the amount of \$140,631.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement – Oneida County STOP DWI Program

Upon request of the Police Chief, Councilman Messa introduced the following Resolution for adoption; seconded by Councilman Miscione:

(RESOLUTION NO. 14 OF 2016)

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 the Town of New Hartford Police Department and the Oneida County STOP DWI Program; this agreement provides for a \$19,000 Traffic Safety Grant for the Police Department to participate in the STOP DWI Program.

The Town Supervisor polled the Board, which voted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement – 2016 Animal Sheltering Agreement

Upon recommendation of the Police Chief, Councilman Miscione offered the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 15 OF 2016)

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 Town of New Hartford and the Stevens-Swan Humane Society, wherein the Humane Society will provide sheltering only for dogs and cats which are picked up within the Town of New Hartford during calendar year 2016, and as more fully set forth in said Agreement to be filed in the Town Clerk's Office.

A roll call vote ensued:

Councilman Miscione	-	Aye
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Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ***ADOPTED***.

2016 Organizational Resolutions

The following Resolution was introduced for adoption by Councilman Miscione and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 16 OF 2016)

RESOLVED that the Town Board of the Town of New Hartford does hereby establish the normal operating hours for the Town of New Hartford offices to be 8:00 A.M. through 4:00 P.M., Mondays through Fridays during Fiscal Year 2016;

RESOLVED that Patrick M. Tyksinski, Supervisor of the Town of New Hartford, New York, be and he hereby is authorized and directed to sign all checks for the disbursement of funds of the Town of New Hartford for the Fiscal Year 2016;

RESOLVED that the New Hartford Town Board does hereby re-adopt the "TOWN OF NEW HARTFORD EMPLOYEES HANDBOOK", prepared by AMTEK, dated September 15, 1999, and thereafter amended from time to time. Found within this manual is the official schedule of fringe benefits of non-union personnel for the year 2016. Also adopted herewith is the Non-union Benefits and Compensation document;

RESOLVED that the New Hartford Town Board does hereby establish the mileage rate at forty-six cents (\$.46) for all Town Officials and employees while performing regular and continuous business transactions in and for the Town of New Hartford during the Fiscal Year 2016;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate as Official Depositories in which all funds of the Town of New Hartford shall be deposited in 2016 the following institutions:

- M & T Bank
- Chase Bank
- BNY Mellon
- NBT Bank, N.A.
- Adirondack Bank

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and that the Town Supervisor or Deputy Town Supervisor of said Town be and hereby is authorized and directed to secure a Pledge of Security covering the maximum amount of money the Town would have on deposit at any one time during the Fiscal Year 2016 from each of the Official Depositories designated. A written security agreement and custodial agreement (which can be combined into one document) must be obtained. The Town, however, will try to have delivery of the collateral to an unrelated third party. If this cannot be effected, then all pertinent legal and financial risks will be evaluated;

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize the Town Supervisor or Deputy Town Supervisor of the said Town to deposit funds not needed for immediate expenditures in the form of interest-bearing Certificates of Deposit, Repurchase Agreements, Treasury Bills and Money Market Certificates with the Official Depositories listed in the official Investment Policy of the Town, which policy is presented herein as a separate Resolution;

RESOLVED that the New Hartford Town Board does hereby appoint Patrick M. Tyksinski as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2016 and ending December 31, 2016, with no remuneration;

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint the President of the New Hartford Historical Society as the Town's Historian for Fiscal Year 2016 at a contractual sum of \$3,700.00 payable to the Historical Society;

RESOLVED that the Rules of Procedure which were initially adopted April 21, 1965, and amendments thereto, are hereby affirmed and re-adopted by the New Hartford Town Board for Fiscal Year 2016 as set forth in the attached Schedule "A" that is made a part of this resolution;

RESOLVED that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Matthew Bohn as Deputy Town Supervisor, to serve at the pleasure of the Town Supervisor, with a corresponding stipend of One Thousand Thirty Dollars (\$1,030) annually;

RESOLVED that Matthew Bohn, Deputy Town Supervisor of the said Town be, and he hereby is authorized and directed to sign all checks for disbursements of funds of said Town for Fiscal Year 2016, in the absence of the Town Supervisor;

RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor or Finance Officer/Account Clerk to pay bills/expenses to National Grid, to the Mohawk Valley Water Authority, to all telephone carriers, to the Town's designated vendors for all insurance premiums, to Ford Credit, to Verizon On-line, to Time Warner Cable and to the United States Postal Service (electronic replenishing of postage meter)

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without prior final audit by the Town Board and does further authorize the Town Supervisor or Personnel Technician to pay bills/expenses to the New York State and Local Retirement Systems (Employees' Retirement System and Police and Fire Retirement System) for employer contributions without prior final audit by the Town Board;

RESOLVED that the New Hartford Town Board does hereby re-adopt the Purchasing Policies and Procedural Manual, originally adopted on January 1, 1992 and revised on July 7, 2014.

RESOLVED that the New Hartford Town Board does hereby re-adopt the Official Investment Policy for the Town of New Hartford originally adopted on March 3, 1993 and in accordance with Chapter 708 of the Laws of 1992;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate The Observer Dispatch as the Town's official newspaper for Fiscal Year 2016.

SCHEDULE "A"
RULES OF PROCEDURE

I. REGULAR MEETINGS:

Regular meetings of the New Hartford Town Board shall be held in Butler Memorial Hall, 48 Genesee Street, New Hartford, New York, on the following Wednesdays commencing at 6:00 P.M. for the Fiscal Year 2016, unless otherwise changed and publicized:

January 13
February 10
March 9
April 13
May 11
June 8
July 13
August 10
September 14
October 5**
November 9
December 14

** (deadline for tentative budget submission to Town Board)

II. SPECIAL MEETINGS:

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The Supervisor may, and upon written request of two (2) members of the Board, call a special meeting of the Town Board at any time by giving at least two (2) days' notice in writing to the other members of the Board of the time when and the place where the meeting is to be held.

III. QUORUM:

A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.

IV. VOTING UPON QUESTIONS:

Every act, motion or resolution shall require for its adoption the affirmative vote of a majority of all members of the Town Board, except in such instances in which a large number of affirmative votes shall be required by law. The vote upon every question shall be taken by ayes and nays, and the names of the members present and their votes shall be entered in the minutes.

V. STANDING COMMITTEES:

The Supervisor shall appoint the following Standing Committees:

- Assessor
- Elections
- Human Resource
- Motor Pool
- Parks and Recreation
- Public Safety and Courts
- Public Works and Sewer
- Senior Citizens
- Town Clerk
- Village/Town/School Liaison
- Zoning and Planning
- Library

Such Committees shall consist of members of the Board and shall assist the Town Board in the performance of its duties with reference to such matters as may from time to time be referred to such Committees.

VI. SPECIAL COMMITTEES:

The Town Board may, from time to time, appoint such Special Committees as may be deemed desirable to assist the Board in performance of its duties. Such Committees may include Town Officers other than Board members in their membership in an advisory capacity only.

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- Each group is to consist of at least one (1) Town Board member and one (1) Department Head, which act in an ADVISORY CAPACITY only, unless prohibited by law
- Each group is to have at least
 - A written list of objectives
 - A Chairperson who is to be recommended by the group's members and submitted to the Town Board for approval. Duties of Chairperson shall include:
 1. Chair open meetings
 2. Act as the official spokesperson for said group
 - Vice-Chairperson is to be appointed directly by the group members. Duties of Vice-Chairperson shall include:

Assume the duties of the Chairperson in his/her absence
 - Maximum number of members to be determined by the Department Head. Unexcused absence from four (4) consecutive meetings is cause for removal of member(s) by the Chairperson
 - If possible, each group shall consist of one member from each of the four (4) Wards in the Town. Selection of Members:
 1. Participation shall be based on written request to the Department Head for consideration.
 2. Appointed by the Town Board
 3. If there are more volunteers than openings, membership shall be determined by the Department Head who shall consider:
 - i. Resume or list of qualifications
 - ii. Personal interview
 - Term limits not to exceed two (2) four-year terms, which shall be staggered
 - Remuneration to members shall require Town Board budget approval
- Department Heads shall maintain a list of all appointments and terms which shall be reviewed annually with the Town Board and filed with the Town Clerk's Office

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- This policy EXCLUDES:
 - Zoning Board of Appeals
 - Planning Board
 - Board of Assessment Review
 - Police Commission.
 - Library Board of Trustees

All member terms of the above boards/committees/commissions shall be posted on the Town's website so that the public is aware of when terms end and that any individual desiring to serve on a board, committee, commission must submit their letter of interest/resume to the Town Supervisor's Office at least six (6) months in advance of the term expiration.

VII. ORDER OF BUSINESS:

The business of all regular meetings of the Town Board shall be transacted in the following order:

- Reading of minutes of previous meeting, unless waived by a majority of the members of the Board present
- Public Hearings (6:00 P.M.)
- Consideration of Public Presentations
- Reports of Town Officials presented by the Chairperson of the respective Standing Committee
- Reports of Standing Committees
- Reports of Special Committees
- Consideration of matters submitted by Town Board members
- Consideration of matters submitted by Town Supervisor in the following order:
 - Financial and other routine reports
 - Miscellaneous communications
 - Unfinished business
 - New business.

VIII. LEGISLATIVE MATTERS:

All resolutions, ordinances and local laws, other than routine resolutions approving payment of bills, minutes and like matters, shall be in writing and filed with the Town Clerk and made available to Board members not later than the Saturday prior to the meeting at which they are to be introduced unless this provision be waived as to any such resolution, ordinance or local law by a majority of the members of the Board present at such meeting.

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Resolutions, ordinances and local laws shall be introduced in the regular order of business and shall be read aloud by the Town Clerk before being acted upon by the Board.

IX. ABSENCE OF SUPERVISOR:

In the absence of the Supervisor, the Deputy Supervisor shall call the Town Board to order and shall be Chairman of the meeting; and, in the absence of the Supervisor and the Deputy Supervisor, then the Town Clerk shall call the Town Board to order and if a quorum be present, the Town Board shall elect one of its members as Chairman of the meeting.

X. MEMBERS MAY NOT ABSENT THEMSELVES:

No member of the Town Board may absent himself from a meeting of the Town Board for more than ten (10) minutes at a time unless for good cause he is excused by the Supervisor.

XI. REFUSAL TO VOTE:

Each member of the Board shall vote upon each question presented unless for good cause he is excused therefrom by the unanimous consent of all members of the Board present. Any member refusing to vote other than by consent of the Board shall be subject to a motion of censure.

XII. PARLIAMENTARY RULES:

Except as otherwise provided herein, all parliamentary questions shall be decided in accordance with the latest edition of Roberts' Rules of Order, revised, for deliberative assemblies.

XIII. SUSPENSION OF RULES:

Any rule of the Town Board may at any time be temporarily suspended for special reasons by a majority vote of all of the members of the Town Board present at a meeting thereof. No permanent alteration may be made except by resolution in writing duly filed with the Town Clerk prior to the meeting at which such amendment is introduced.

The Town Board voted upon roll call, resulting as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointment – Planning Board Chairman

Councilman Reynolds offered the following Resolution for adoption, seconded by Councilman Miscione:

(RESOLUTION NO. 17 OF 2016)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Elis J. DeLia as Chairman of the Planning Board for a one (1) year term commencing January 1, 2016 and ending December 31, 2016.

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

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointment – Planning Board Member

The term of G. Brymer Humphreys expired December 31, 2015; this had been posted on the Town's website with only Mr. Humphreys applying for re-appointment. Thereafter, Councilman Miscione offered the following Resolution for adoption; seconded by Councilman Woodland:

(RESOLUTION NO. 18 OF 2016)

RESOLVED, that the New Hartford Town Board does hereby re-appoint G. Brymer Humphreys as a member of the Planning Board for a seven (7) year term commencing January 1, 2016 and ending December 31, 2022.

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

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointment – Zoning Board of Appeals Chairman

Councilman Messa offered the following Resolution for adoption, seconded by Councilman Reynolds:

(RESOLUTION NO. 19 OF 2016)

RESOLVED, that the New Hartford Town Board does here re-appoint Randy J. Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2016 and ending December 31, 2016.

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

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointment – Police Commissioner; Chairman

Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Miscione:

(RESOLUTION NO. 20 OF 2016)

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint Patrick Cardinale as a Member of the New Hartford Police Commission for a five-year term commencing January 1, 2016 and ending December 31, 2020; and be it

FURTHER RESOLVED, that in accordance with the Town Code, Chapter 24. **Police Commission**, Section 24-3. Board of Commissioners, Paragraph E thereof, the Town Board does hereby appoint Mr. Cardinale as Chairman of the New Hartford Police Commission for a one-year term beginning January 1, 2016 and ending December 31, 2016.

A roll call vote was duly held as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye

Councilman Woodland - Aye
Councilman Messa - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointments – 2016 Town Board Standing Committees

Supervisor Tyksinski had submitted his list of Standing Committees for fiscal year 2016:

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
Assessor	Miscione	Woodland
Human Resource	Messa	Miscione
Library	Woodland	Reynolds
Parks and Recreation	Reynolds	Messa
Public Safety and Courts	Reynolds	Tyksinski
Public Works and Sewer	Miscione	Messa
School/Village/Town Liaison	Reynolds	Woodland
Senior Citizens	Woodland	Reynolds
Town Clerk	Woodland	Reynolds
Zoning (Codes) and Planning	Messa	Miscione

Board of Ethics

Councilman Miscione introduced the following Resolution, which was seconded by Councilman Messa:

(RESOLUTION NO. 21 OF 2016)

RESOLVED, that the Town Board does hereby confirm that Ralph B. Humphreys, David Corr and Councilman Woodland were appointed to the Board of Ethics by Resolution No. 11 adopted January 8, 2014, and to serve at the Pleasure of the Town Board.

The Supervisor polled the Board members who voted as follows:

Councilman Miscione - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Councilman Messa - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointments – Advisory Committee on Public Works and Sewer

Highway Superintendent Sherman stated that a couple of members of this Committee had passed away; he will post the vacancies on the Town's website and this matter will be brought up in February/March 2016.

Appointments – Advisory Committee on Parks and Recreation

Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Miscione:

(RESOLUTION NO. 22 OF 2016)

RESOLVED, that the Town Board of the Town of New Hartford does hereby re-appoint Sean Virkler, Lorraine Garfinkle and Margaret Brady as Members of the Advisory Committee on Parks and Recreation, all for three-year terms commencing January 1, 2016 and terminating December 31, 2018.

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

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointment – Advisory Committee on Senior Citizen Services

The following Resolution was introduced for adoption by Councilman Reynolds; seconded by Councilman Miscione:

(RESOLUTION NO. 23 OF 2016)

RESOLVED that the New Hartford Town Board does hereby appoint the following individuals to serve as Members of the Advisory Committee on Senior Citizen Services for a one-year term beginning January 1, 2016 and ending December 31, 2016:

- John Leech - New Hartford Senior Citizen
- Joseph Pintar - New Hartford Senior Citizen
- Kathy Contino - Acacia Village
- Linda Avolio - Masonic Home
- Mary Welch, Mgr. - Oxford Towne Apartments
- Carol Jubenville - Director/Sunset Wood Apartments and Pastor/New Hartford First Methodist Church

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- Eileen Spellman - Represented by Sara Cutright
- Fr. Kevin Burger - Senior Center Coordinator
- Princia Benson - Pastor/St. John the Evangelist Church
- Clair Murad - Oneida County OFA
- David M. Reynolds - Presbyterian Home Social Worker
- James J. Messa - Councilman
- Charlene Lojewski - Councilman
- - President AARP

The Board members voted upon roll call:

- Councilman Miscione - Aye
- Councilman Reynolds - Aye
- Councilman Woodland - Aye
- Councilman Messa - Aye
- Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Appointments to New Hartford Public Library Board of Trustees

Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Woodland:

(RESOLUTION NO. 24 OF 2016)

RESOLVED, that upon recommendation of the New Hartford Public Library Board of Trustees, the New Hartford Town Board does hereby appoint John C. Pitaresi and Kathleen Jarrett as trustees for a five-year term commencing January 1, 2016 and ending December 31, 2020.

The foregoing Resolution was voted upon by roll call, as follows:

- Councilman Miscione - Aye
- Councilman Reynolds - Aye
- Councilman Woodland - Aye
- Councilman Messa - Aye
- Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

Training School – Town Clerk-Registrar, Tax Collection, Records Management

Upon request of the Town Clerk, the following Resolution was introduced for adoption

by Councilman Miscione and duly seconded by Councilman Messa:

(RESOLUTION NO. 25 OF 2016)

WHEREAS, Section 77-b of the General Municipal Law allows the governing board of municipalities to authorize any officer or employee to attend a convention, conference or school conducted for the betterment of such municipality;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby grant permission to Town Clerk Gail Wolanin Young to attend the 34th Annual New York State Town Clerks Association Conference from April 17 through April 20, 2016 in Saratoga, New York, with expenses to be borne by said Town as budgeted; and be it

FURTHER RESOLVED that the Town Clerk be, and she hereby is, authorized to attend the business/educational meetings of the Oneida County Association of Town Clerks and State-sponsored Workshops on Records Management and Vitals Statistics during fiscal year 2016, with incidental expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ADOPTED.

2016 Salary Schedule

The Personnel Technician had provided the list of salaries coincide with the 2016 approved budget; therefore, Councilman Miscione offered the following Resolution for adoption, seconded by Councilman Reynolds:

(RESOLUTION NO. 26 OF 2016)

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 2016 Salaries for

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the employees and officials of the Town of New Hartford, payable in the manner designated:

<u><i>Title and Name</i></u>	<u><i>2016 Base</i></u>	<u><i>2016 Salary</i></u>	<u><i>Manner of Payment</i></u>
Councilman James Messa		\$ 6,350	bi-weekly
Councilman Paul Miscione		\$ 6,350	bi-weekly
Councilman David M. Reynolds		\$ 6,350	bi-weekly
Councilman Richard B. Woodland, Jr.		\$ 6,350	bi-weekly
Town Justice Kevin Copeland		\$18,504	bi-weekly
Senior Justice William Virkler		\$ 2,800	bi-weekly
Town Justice William M. Virkler		\$18,504	bi-weekly
Clerk to Court Justice Gertrude Pick	\$15.56/hr		bi-weekly
Court Attendant Raymond Hamo	\$31.13/hr		bi-weekly
Court Attendant Jerome Murray	\$31.13/hr		bi-weekly
Clerk to Court Justice Dorothy Spina	\$15.56/hr		bi-weekly
Supervisor Patrick M. Tyksinski		\$15,240	bi-weekly
Deputy Town Supervisor Matthew Bohn		\$ 1,030	bi-weekly
Account Clerk Carol Ryan	\$24.88/hr		bi-weekly
Finance Director Daniel Dreimiller		\$40,432	bi-weekly
Bookkeeper Lisa Smigle	\$19.48/hr		bi-weekly
Assessor Darlene Abbatecola	\$28.27/hr		bi-weekly
Real Property TSA Teresa Webb	\$15.31/hr		bi-weekly
Assessor Temporary Clerk Margaret Jones	\$11.00/hr		bi-weekly
BAR Member Krista Pembroke		\$ 400	annually
BAR Chairman Duane C. Farr		\$ 500	annually
BAR Member James P. Varieur		\$ 400	annually
BAR Member Byron W. Elias		\$ 400	annually
BAR Member Jonathan Purdy		\$ 400	annually
Town Clerk/Receiver Gail Wolanin Young		\$49,190	bi-weekly
Dep. Town Clerk I Melody K. Fancett	\$14.34/hr		bi-weekly
Deputy Town Clerk II Shelby Bohling	\$12.66/hr		bi-weekly
Clerk Part-time Hannah Empey	\$10.00/hr		bi-weekly
Personnel Tech.II Barbara Schwenzfeier	\$28.43/hr		bi-weekly
Town Attorney Herbert J. Cully		\$57,915	bi-weekly
Cleaner Part-time Bernard Green	\$11.02/hr		bi-weekly
*Police Chief Michael Inserra	\$51.06/hr	*All Police	bi-weekly
*Police Lieutenant Timothy O'Neill	\$44.34/hr)		
*Police Officer Andrew Allen	\$33.69/hr)		
*Police Officer Peter Allen	\$32.57/hr)		
*Police Officer Annemarie Brelinsky	\$32.38/hr)		
*Police Officer W. Jason Freiberger	\$32.76/hr)		
*Police Officer Justin Gehringer	\$32.14/hr)		
*Police Officer Daniel G. Herman	\$32.52/hr)		
*Police Officer James Hyatt II	\$32.14/hr)		

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*Police Officer Thomas Hulser	\$31.94/hr)	
*Police Officer Andrew Miller	\$32.86/hr)	
*Police Officer Brad Pietryka	\$34.27/hr)	
*Police Officer Patrick Sacco	\$31.51/hr)	
*Police Officer Jordan Spinella	\$32.95/hr)	
*Police Officer Shane Yoxall	\$31.51/hr)	
*Police Officer Part-time Scott Adsit	\$31.13/hr)	
*Police Officer Part-time Daniel Buley	\$31.13/hr)	
*Police Officer Part-time Paul Colburn	\$31.13/hr))	
*Police Officer Part-time Jeffrey Emerson	\$31.13/hr)	
*Police Officer Part-time Gaetano LaGatta	\$31.13/hr)	
*Police Officer Part-time Jason Livingston	\$31.13/hr)	
*Police Officer Part-time Robert Philo	\$31.13/hr)	
*Police Officer Part-time Michael Reilly	\$31.13/hr)	
*Police Officer Part-time Anthony Salerno	\$31.13/hr)	
*Police Officer Part-time Richard Wehrle	\$31.13/hr)	
*Police Officer Part-time Joseph Zwijacz	\$31.13/hr)	
*Police Sergeant Peter Colburn	\$39.25/hr)	
*Police Sergeant Ronald Fontaine, Jr.	\$38.96/hr)	
*Police Sergeant Michael Kowalski	\$38.14/hr)	
*Police Sergeant Matthew Sica III	\$37.52/hr)	
School Crossing Guard Rosemari Bennett	\$10.36/hr	bi-weekly
School Crossing Guard David Burnham	\$10.36/hr	bi-weekly
School Crossing Guard Deborah Green	\$10.36/hr	bi-weekly
School Crossing Guard MaryAnn Jordan	\$10.36/hr	bi-weekly
School Crossing Guard Susan Jordan	\$10.36/hr	bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$10.36/hr	bi-weekly
School Crossing Guard Part-time Tina Ryan	\$10.36/hr	bi-weekly
School Crossing Guard Part-time (Subs):		
Paul Lewis	\$10.36/hr	bi-weekly
James Wilcox	\$10.36/hr	bi-weekly
Mary C. Wilcox	\$10.36/hr	bi-weekly
**Senior Account Clerk Typist Michele Moran	\$20.88/hr	bi-weekly
**Senior Clerk Amy Topor	\$20.72/hr	bi-weekly
**Senior Typist Susan M. Donnenwirth	\$16.58/hr	bi-weekly
Animal Control Officer Nicholas J. Morosco	\$22.58/hr	bi-weekly
ACO Part-time Jeffery Madden	\$14.27/hr	bi-weekly
ACO Part-time Vacant	\$ /hr	bi-weekly
Clerk Candy J. Currier	\$15.27/hr	under negotiations
Highway Superintendent Richard Sherman		\$47,720
Clerk Part-time Janet Bennett	\$ 8.72/hr	bi-weekly
Clerk Part-time Bernard Green	\$ 8.72/hr	bi-weekly
Clerk Part-time	\$ /hr	bi-weekly
Meal Site Manager Sub Marjorie Anweiler	\$13.11/hr	bi-weekly
Clerk Sub Marjorie Anweiler	\$ 9.25/hr	bi-weekly
Food Service Helper Part-time John		

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“Jack” Jecko	\$11.02/hr		bi-weekly
Food Service Helper Carolyn Burney	\$10.11/hr		bi-weekly
Food Service Helper Sub Cheryl Kupiec	\$ 8.47/hr		bi-weekly
Meal Site Manager Part-time Theresa Hock	\$13.11/hr		bi-weekly
Senior Citizen Center Coordinator M. Eileen Spellman	\$21.60/hr		bi-weekly
Clerk Typist Maureen Owens	\$19.94/hr	*under negotiations	bi-weekly
Youth Employment Director Maureen Owens		\$6,510	bi-weekly
Director of Recreation Center John C. Cunningham	\$25.39/hr	*under negotiations	bi-weekly
Director of Recreation Programs Michael Jeffery	\$32.22/hr		bi-weekly
Laborer Sheldon Gordon	\$11.84/hr)	* all under negotiations	bi-weekly
Recreation Maintenance Worker Michael K. Natale	\$16.14/hr)		bi-weekly
Recreation Maintenance Worker John Randall	\$16.14/hr)		bi-weekly
Recreation Maintenance Worker James Miller	\$14.51/hr)		bi-weekly
Working Supervisor James R. Campbell	\$17.61/hr)		bi-weekly
Registrar of Vital Statistics Gail Wolanin Young		\$12,866	bi-weekly
Deputy Registrar of Vital Statistics Rebecca Empey	\$12.66/hr		bi-weekly
Assistant Codes Enforcement Officer Thomas Rowlands	\$22.52/hr		bi-weekly
Codes Enforcement Officer Joseph A. Booth	\$47.24/hr		bi-weekly
Zoning Enforcement Officer Part-time Carmen Anthony Luppino	\$22.52/hr		bi-weekly
Codes Enforcement Officer Part-time Anthony Klimek		\$32,782	bi-weekly
Office Specialist I Part-time Dolores B. Shaw	\$12.01/hr		bi-weekly
Zoning Board of Appeals Chairman Randy Bogar		\$ 2,500	semi-annual
ZBA Member Frederick Kiehm		\$ 1,250	semi-annual
ZBA Member John Montrose		\$ 1,250	semi-annual
ZBA Member Lenora Murad		\$ 1,250	semi-annual
ZBA Member Byron W. Elias		\$ 1,250	semi-annual
ZBA Member Teras Tesak		\$ 1,250	semi-annual
ZBA Member Karen Stanislaus		\$ 1,250	semi-annual
ZBA Secretary Dolores B. Shaw	\$12.01/hr		bi-weekly
Planning Board Chairman Elis J. DeLia		\$ 2,500	semi-annual
Planning Board Member William C. Morris II		\$ 1,250	semi-annual
Planning Board Member G. Brymer Humphreys		\$ 1,250	semi-annual
Planning Board Member Elisabetta DeGironimo		\$ 1,250	semi-annual
Planning Board Member Julius V. Fuks, Jr.		\$ 1,250	semi-annual
Planning Board Member Margaret Rotton		\$ 1,250	semi-annual

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Planning Board Member Heather Mowat		\$ 1,250	semi-annual
Planning Board Secretary Dolores B. Shaw	\$12.01/hr		bi-weekly
Automotive Mechanic Gerald Webb	\$29.55/hr)	Currently	bi-weekly
Automotive Mechanic William Bell	\$22.95/hr)		bi-weekly
Automotive Mechanic Lynne Brodock	\$22.95/hr)		bi-weekly
Heavy Equipment Operators:			
Michael L. Coonradt	\$24.44/hr)		bi-weekly
Vacant	\$...../hr)		bi-weekly
Corey Halpin	\$24.32/hr)	Under	bi-weekly
William Marshall	\$25.78/hr)		bi-weekly
Kevin W. Martin	\$24.73/hr)		bi-weekly
Christopher R. Moran	\$24.32/hr)		bi-weekly
Norman Naber	\$25.21/hr)		bi-weekly
Michael Roberts	\$24.68/hr)	Union	bi-weekly
Michael Smoulcey	\$24.32/hr)		bi-weekly
Laborer Christopher Budlong	\$15.21/hr)		bi-weekly
Laborer James Hinman	\$14.78/hr)		bi-weekly
Laborer Kevin Mathews	\$15.15/hr)		bi-weekly
Laborer Jeramy Waterman	\$14.50/hr)	Negotiations	bi-weekly
Laborer Ferdinand Callahan, Jr.	\$14.20/hr)		bi-weekly
Laborer Vacant	\$ /hr)		bi-weekly
Motor Equipment Operator			
Jesse Conhaim	\$20.82/hr)		bi-weekly
Bryon Rich	\$20.82/hr)	Expired	bi-weekly
Joseph G. Fletcher	\$23.18/hr)		bi-weekly
Keith Gehringer	\$20.88/hr)	12/31/2010	bi-weekly
Jeffery M. Mundrick	\$21.12/hr)		bi-weekly
Thomas S. Panzone, Jr.	\$21.06/hr)		bi-weekly
Brian Smith	\$20.94/hr)		bi-weekly
Timothy Solan	\$21.18/hr)		bi-weekly
Sewer Superintendent Richard Sherman		\$17,280	bi-weekly

The Town Board members voted upon roll call that resulted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly ADOPTED.

Finance Director:

Reserve Account for Certiorari Proceedings

Supervisor Tyksinski offered the following Resolution for adoption; seconded by Councilman Miscione:

(RESOLUTION NO. 27 OF 2016)

WHEREAS, the Town of New Hartford has received various tax certiorari proceedings and the Town Supervisor wishes to establish a reserve account to pay legal and associated fees;

BE IT RESOLVED that the New Hartford Town Board does hereby authorize the establishment of a reserve account for expenses related to tax certiorari proceedings and to further set up a separate bank account for this purpose at the NBT bank.

A roll call vote was duly held as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly ADOPTED.

Auditors – 2015 Financial Records

Finance Director Dan Dreimiller stated that D’Arcangelo Associates would be returning at the beginning of February to complete their audit of the Town’s 2015 finances.

Proposed parking fees – Town’s parks

Councilman Reynolds reported that the Parks Advisory Committee had reviewed the proposal to charge admission to the Town’s parks and supported the proposal; the Advisory Committee will meet again on January 14, 2016.

EXECUTIVE SESSION

Councilman Miscione introduced the following Resolution for adoption and Councilman Messa seconded same:

(RESOLUTION NO. 28 OF 2016)

RESOLVED that the New Hartford Town Board does hereby move to enter into an Executive Session to discuss the Town’s strategy in the litigation involving the Word of

Life Christian Church and the tax certiorari proceedings involving Sangertown Square Mall and United Parcel Service.

A roll call vote ensued:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

Thereafter, the Resolution was declared unanimously carried and duly **ADOPTED**. All persons present, including the news media and Department Heads, were then excused from the meeting at 7:05 P.M. The Town Attorney and Deputy Supervisor remained for the Executive Session.

[NOTE: The Town Attorney provided the following transcription on Wednesday, February 10, 2016.]

END OF EXECUTIVE SESSION

Councilman Miscione then offered the following Resolution for adoption and Councilman Messa seconded same:

(RESOLUTION NO. 29 OF 2016)

RESOLVED that the New Hartford Town Board does hereby move to end its Executive Session and to reconvene the regular portion of the Town Board meeting.

The Board members voted upon roll call that resulted as follows:

Councilman Miscione	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Messa	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**; the Executive Session ended at 8:03 P.M. The regular portion of the Town Board meeting was immediately reconvened.

The Public was invited to re-join the meeting.

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Adjournment

There being no further business to come before the Town Board, upon motion duly made and seconded, the meeting adjourned at 8:05 P.M.

Respectfully submitted,

Gail Wolanin Young
Town Clerk