

**ORGANIZATIONAL/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 3, 2018
AT 6:00 P.M.**

Town Supervisor Paul Miscione 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 (2nd Ward – vacant)
Councilman David M. Reynolds
Councilman Richard B. Woodland, Jr.
Supervisor Paul A. Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Assessor Darlene Abbatecola
Codes Enforcement Officer Joseph A. Booth
Director of Recreation Center John C. Cunningham
Highway/Sewer Superintendent Richard C. Sherman
Police Chief Michael S. Inserra
Town Clerk Gail Wolanin Young

APPOINTEES:

Councilman Philip S. Cittadino (2nd Ward)
Deputy Town Supervisor Anthony J. Trevisani
Director of Finance Daniel T. Dreimiller
Town Attorney Herbert J. Cully

The Town Supervisor welcomed everyone, and introduced Anthony Trevisani who will be his Deputy Town Supervisor. He further introduced members of the Town Board, Richard Woodland (4th Ward), David Reynolds (3rd Ward), James Messa (1st Ward) – welcome back Jim – and noting that the Board would be selecting a candidate to fill the vacant 2nd Ward Councilman seat. Welcome also to Herbert Cully who will be the Town Attorney. Thereafter, a quorum was declared present for the transaction of business.

PRESENTATIONS/COMMENTS

Hartford Luxury Apartments – Steve Buck

Steve Buck, accompanied by his engineer, Alan Swierczek, introduced a few changes to the proposed Hartford Luxury Apartment complex as they had encountered a whole menagerie of wetlands just south of their property; these wetlands qualify as Army Corps

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 2 of 29

of Engineer wetlands. Due to these conditions, Mr. Buck wants to expand lands about ten (10) acres from Jim Brock, south of the Hartford Luxury Apartment development. This involves about an eighteen (18) month process for Mr. Buck to submit an offering plan to the NYS Attorney General's Office which would allow the sale of the condominiums. The current market reflects the public's wish (95%) for single floor condos rather than the two (2) story condos; so there will be a switch mainly to single-floor units. At that point in time, the developer will then be able to finalize footprints of buildings and review the stormwater run-off calculations, including moving eighteen (18) units on the original application. The Town Attorney recapped Mr. Buck's appearance before the Town Board in May and June 2016, and his subsequent referral to the Town Planning Board. With the noted recent changes to Mr. Buck's development, the matter must again be reviewed by the Town Planning Board, after which the Town Board will consider approval after final papers are submitted.

Judy Cusworth – shooting incident

Ms. Cusworth described an alleged shooting incident on the first day of hunting season in 2017, involving her land and adjacent land she was purchasing. She alleged that, due to the rifle being discharged in her direction by a trespasser, although she was not shot, she incurred medical expenses and was hospitalized for several days as a result of this incident. She wanted to know why the New Hartford Police Department did not arrest the perpetrator. The Town Supervisor explained that this is an open case, still being investigated and that she will be contacted when the police investigation is closed. Ms. Cusworth asked the Town Board to consider adopting legislation that would help alleviate these kinds of incidents, citing the recent deaths of innocent people in similar circumstances.

MATTER SUBMITTED BY TOWN SUPERVISOR

Appointment to fill vacancy of Second Ward Councilman

Supervisor Miscione noted that resumes had been received from Duane Farr and Philip Cittadino for consideration to fill the vacant Second Ward Councilman seat. Consensus of the Town Board was to call names alphabetically and vote until the seat is filled. Supervisor Miscione called forth the resume from Philip Cittadino and a discussion among Board members noted Mr. Cittadino's experience in the construction field. Thereafter, Councilman Woodland offered the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 1 OF 2018)

WHEREAS, a vacancy exists in the Second Ward Councilman position as a result of the November 7, 2017 General Election;

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 3 of 29

NOW, THEREFORE, BE IT RESOLVED, that the New Hartford Town Board does hereby appoint Philip S. Cittadino to fill one year of the unexpired term of Second Ward Councilman, effective January 3, 2018, and ending December 31, 2018, the final year to be determined by the electorate in the November 2018 General Election for fiscal year 2019.

The Supervisor requested a vote upon roll call, which resulted as follows:

Councilman Messa	-	Aye
Councilman (2 nd Ward)	-	Vacant
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**. Town Justice Kevin Copeland then administered the Oath of Office for Mr. Cittadino, who now joined the other members of the Town Board.

REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE CHAIRMEN

Public Works and Sewer Committee – Supervisor Miscione

Auction of Sewer Truck

Highway/Sewer Superintendent Sherman reported that the Town received more than expected from the sale of the sewer vacuum truck. Upon motion of Councilman Messa and seconded by Councilman Reynolds, the following Resolution was offered for adoption:

(RESOLUTION NO. 2 OF 2018)

RESOLVED that the Town Board of the Town of New Hartford does hereby accept the \$166,000 sale price for the 2010 Mack GU813 Vacuum Tank Truck, sold through Auctions International.

The Supervisor polled the Board:

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

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

Miscellaneous

- The Highway Department day and night shifts are picking up Christmas trees throughout the Town.
- Superintendent Sherman and the Town Supervisor met with the New York State Department of Transportation today and secured \$250,000 to make repairs to the Town of New Hartford side of the Chenango Road bridge.
- Also, due to snow and cold weather in the past few weeks, the Town's salt and sand is getting low as these items are going to the thruway first. Superintendent explained to the salt supplier that, in addition to its own residents/commercial areas, the Town is under contract to supply salt and sand for two school districts and a village.

Public Safety and Courts Committee – Councilman Reynolds

Annual Membership Dues

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

(RESOLUTION NO. 3 OF 2018)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the payment of the following annual professional membership dues for the Town Police Department for calendar year 2018, by use of the department credit card:

- \$150.00 - NYS Association of Chiefs of Police
- \$150.00 - International Association of Chiefs of Police
- \$175.00 - NYS Juvenile Officers Association

A roll call vote ensued:

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

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

Town Clerk Committee – Councilman Woodland

2017 Youth Employment Program

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

(RESOLUTION NO. 4 OF 2018)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute the 2017 Purchase Service Agreement for the Youth Employment Program.

The Town Board members voted as follows:

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

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

MATTERS SUBMITTED BY COUNCILMEN / TOWN ATTORNEY

Councilman Reynolds

Stormwater management - Retention

Councilman Reynolds noted that stormwater management has been and continues to be a huge issue in the Town throughout the Town. There are some areas in the 3rd Ward that affect a huge swath of land and people and a couple months ago he had proposed a water retention basin. As a result, Barton and Loguidice did some preliminary work on a retention area behind the homes on Croft Road. Councilman Reynolds said that retention basins have proved to be a key item in stormwater control, and he proposed that efforts continue for retention by contacting a property owner to determine if the Town could acquire at least an acre of land or so. This would take care of a huge area westerly of Woodberry Road, and include Pippinwood, Paris, Jordan, Genesee Street (village), Wilbur, Golf, and Campion Road.

A second area involved would be the work FEMA plans to do on Woodberry Road as a result of demolition of home(s). He suggested moving the headwall from its present location to the north, where it would become Town property.

Town Attorney

Homeland Towers, LLC – Cell Tower – Sherrillbrook Park, Route 12

At the December 2017 Town Board meeting, Vincent Xavier of Homeland Towers, LLC, gave a presentation about easing a portion of Sherrillbrook Park by VERIZON for the purpose of placing a cellular tower on said real property. A Resolution was adopted subject to permissive referendum which required publication in the newspaper; there was an error as to the date of adoption when published and the Town Board needs to adopt the Resolution again so that publication can begin. Thereafter, Councilman Woodland introduced the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 5 OF 2018)

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF NEW HARTFORD AUTHORIZING THE LEASE OF REAL PROPERTY LOCATED OFF OF NEW PARIS ROAD (ROUTE 12) AND ISSUING A NEGATIVE DECLARATION PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT (“SEQRA”)

WHEREAS, the Town was presented with an offer from Homeland Towers, LLC (“Lessee”) to enter into an Option and Ground Lease Agreement for a portion of the real property located off of New Paris Road (Route 12), in the Town of New Hartford, designated as APN Tax I.D. Number 338.000-3-4 (the “Property”), for the placement of equipment, building(s) and a tower for the purpose of constructing, establishing and maintaining a “cellular” transmission tower facility for Lessee’s use and that of its subtenants, licensees and customers; and

WHEREAS, the Town Board has determined to lease the Property for adequate consideration of no less than fair market value without the services of a real estate broker; and

WHEREAS, in exchange for granting Lessee a 12 month option to lease the Property, Lessee shall pay the Town and option fee equal to \$100.00; and

WHEREAS, Lessee shall have the right to extend the option for one (1) additional twelve (12) month period by providing the Town with written notice of its intent to extend the option, which notice will be accompanied by an additional option fee payment of \$100.00, and a third one (1) year option if approved by the Town; and

WHEREAS, the base rent for the Property shall be \$1,400.00 per month or twenty percent (20%) of the gross income derived by Lessee from its subtenants, licensees and

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 7 of 29

customers using the telecommunications facility, whichever is greater, for an initial term of 10 years; and

WHEREAS, the Town Board believes that the lease of the real property is in the public interest of the residents of the Town, particularly since the end result will be more efficient cellular telephone communications within the Town; and

WHEREAS, the Town Board preliminary classifies this action as an unlisted action under SEQRA, and determines that it will act as the Lead Agency with respect to the environmental review of the proposed lease of the Property in accordance with SEQRA and Part 167 of the regulations implementing SEQRA; and

WHEREAS, the execution of the Option and Ground Lease Agreement for the Property is subject to: (1) a permissive referendum pursuant to Section 64, Subdivision 2 of the New York State Town Law; (2) the issuance of a negative declaration pursuant to SEQRA; and (3) the review and approval of the Option and Ground Lease Agreement as to form and content by the Attorney for the Town; and

WHEREAS, the Town Board has reviewed the Environmental Assessment Form (“EAF”) prepared for this action;

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Town Board of the Town of New Hartford hereby determines that the project is an unlisted action pursuant to Part 617 of the regulations implementing SEQRA and that the Town Board shall act as Lead Agency for the required environmental review; and it is further

RESOLVED, that the Town Board determines that the Option and Ground Lease Agreement and the construction and operation of the communications tower and related facilities will have no significant adverse impacts on the environment, and hereby issues a negative declaration for the proposed Project and authorizes the Supervisor of the Town of New Hartford to execute Pages 3 and 4 of the EAF; and it is further

RESOLVED, that pursuant to the provisions of Section 64, Subdivision 2 of the Town Law of the State of New York, the Town Board does adopt this Resolution agreeing to enter into an Option and Ground Lease Agreement for the Property for not less than its fair market value; and it is further

RESOLVED, that this Resolution is adopted subject to a permissive referendum and that the Town Clerk is directed to publish and post the notice of adoption of this Resolution in accordance with Article 7 of the Town Law within ten (10) days; and it is further

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 8 of 29

RESOLVED, that upon the expiration of the permissive referendum period, the Town Supervisor is authorized to execute all documents required to complete the Option and Ground Lease Agreement subject to the review and approval of the Town Attorney for the Town as to form and content.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF NEW HARTFORD, NEW YORK

A roll call vote ensued:

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

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

2018 Organizational Resolutions

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

(RESOLUTION NO. 6 OF 2018)

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 2018;

RESOLVED that Paul A. Miscione, 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 2018;

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 2018. 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

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 9 of 29

Fiscal Year 2018; Effective January 11, 2017, Officials and employees shall be paid for travel as provided in the Internal Revenue Service (IRS) rules and regulations; namely, from the town office to the destination and return to the town office;

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 2018 the following institutions:

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

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 2018 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 Paul A. Miscione as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2018, and ending December 31, 2018, 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 2018 at a contractual sum of \$3,700.00 payable to the Historical Society;

RESOLVED that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Anthony J. Trevisani 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;

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 10 of 29

RESOLVED that Anthony J. Trevisani, 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 2018, 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) 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 August 10, 2016.

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, last amended on July 13, 2013, 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 2018.

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 2018 as set forth in the attached Schedule "A" that is made a part of this Resolution;

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 2018, unless otherwise changed and publicized:

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 11 of 29

January 3, January 17
February 7, February 21
March 7, March 21
April 4, April 18
May 2, May 16
June 6, June 20
July 18
August 1, August 15
September 5, September 19
*October 3, **October 17
***November 7, November 21
December 5, December 19

*(Tentative Budget to Town Board)

**October 17 (preliminary budget to be adopted)

***November 7 (annual budget adoption deadline)

II. SPECIAL MEETINGS:

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 three (3) days' notice in writing (email) to the Town Clerk and 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
- Human Resource
- Public Safety and Courts
- Public Works and Sewer
- Senior Citizens

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 12 of 29

- Town Clerk
- Village/Town/School Liaison
- Zoning (Codes) 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.

- 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.

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 13 of 29

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
 - 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

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 14 of 29

- 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.

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:

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 15 of 29

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

Discussion ensued on the frequency of Town Board meetings with Councilmen Reynolds and Messa believing that one meeting a month has worked fine; while they believed the first couple of months of the Supervisor's term of office might require two (2) meetings a month, they would like this matter reviewed in February 2018. Also, for special meetings called by the Town Supervisor, three (3) days prior written notice to the Town Clerk of such special meeting was added. The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointment – Planning Board Chairman

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

(RESOLUTION NO. 7 OF 2018)

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, 2018 and ending December 31, 2018.

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

Councilman Messa	-	Aye
Councilman Cittadino	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye

Supervisor Miscione - Aye.

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

Appointment – Planning Board Member

The term of Julius V. Fuks, Jr., expired December 31, 2017; this had been posted on the Town's website. No appointment was made at this time.

Appointment – Zoning Board of Appeals Chairman

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

(RESOLUTION NO. 8 OF 2018)

RESOLVED that the New Hartford Town Board does here re-appoint Randy Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2018 and ending December 31, 2018.

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

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

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

[NOTE: Terms for members of the Zoning Board of Appeals expire June 9th.]

Appointment – Police Commissioner

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

(RESOLUTION NO. 9 OF 2018))

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint James J. Messa as a Member of the Town Police Commission for a five-year term commencing January 1, 2018 and ending December 31, 2022. This appointment fills the vacancy created by the death of Patrick Kress.

A roll call vote was duly held as follows:

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

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

Appointment – Police Commission Chairman

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

(RESOLUTION NO. 10 OF 2018)

RESOLVED, that in accordance with the Town Code, Chapter 24, Police Commission, Section 24-3, Paragraph E. the Town Board does hereby re-appoint Patrick Cardinale as Chairman of the Town Police Commission for a one-year term beginning January 1, 2018, and ending December 31, 2018.

A roll call vote was duly held as follows:

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

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

Appointment – Member of the Board of Assessment Review (BAR)

The following Resolution was offered for adoption by Councilman Reynolds and duly seconded by Councilman Messa:

(RESOLUTION NO. 11 OF 2018)

WHEREAS, Board of Assessment Review member, Krista Pembroke, has moved out of Oneida County;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby appoint Wilmar W. Sifre to fill the vacancy/unexpired term on the Board of Assessment Review, effective January 4, 2018 and ending September 30, 2020.

A roll call vote was then held:

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

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

Appointment – Registrar of Vital Statistics, Deputy

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

(RESOLUTION NO. 12 OF 2018)

RESOLVED that the New Hartford Town Board does hereby appoint Gail Wolanin Young as Registrar of Vital Statistics for the Town of New Hartford, District 3264, and which term, in accordance with Law, shall be coterminous with her office as Town Clerk, commencing January 1, 2018 and ending December 31, 2021.

A roll call vote ensued:

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

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

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

[NOTE: In accordance with the State Public Health Law, Registrar Gail Wolanin Young does hereby appoint Rebecca A. Empey as Deputy Registrar for District 3264, for a four-year term commencing January 1, 2018. Permanent Civil Service status.]

Appointments – 2018 Town Board Standing Committees

Supervisor Miscione had submitted his list of Standing Committees for fiscal year 2018:

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
Assessor	Messa	Woodland

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 19 of 29

Human Resource	Miscione	Woodland
Library	Woodland	Reynolds
Parks and Recreation	Miscione	Cittadino
Public Safety and Courts	Miscione	Reynolds
Public Works and Sewer	Miscione	Cittadino
School/Village/Town Liaison	Reynolds	Woodland
Senior Citizens	Messa	Reynolds
Town Clerk	Woodland	Messa
Zoning (Codes) and Planning	Cittadino	Woodland

Board of Ethics

Councilman Reynolds introduced the following Resolution, which was seconded by Councilman Jim:

(RESOLUTION NO. 13 OF 2018)

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

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

Appointment –Director of Finance

The Town Supervisor stated that the part-time Director of Finance appointment is that of the Town Supervisor and he announced that he was appointing Daniel T. Dreimiller to that position effective Wednesday, January 3, 2018.

Appointment – Town Attorney

Supervisor Miscione appointed Herbert J. Cully as Town Attorney; thereafter, the following Resolution was introduced for adoption by Councilman Woodland and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 14 OF 2018)

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 20 of 29

RESOLVED that the New Hartford Town Board does hereby confirm and approve the Town Supervisor's appointment of Herbert J. Cully as Town Attorney for the Town of New Hartford for his duties as outlined in the Town's Employee Handbook prepared by AMTEK and whose term shall be for one (1) year beginning January 1, 2018 and ending December 31, 2018.

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

Councilman Messa	-	Aye
Councilman Cittadino	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	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 Messa; seconded by Councilman Reynolds:

(RESOLUTION NO. 15 OF 2018)

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, 2018 and ending December 31, 2018:

- Joseph Pintar - New Hartford Senior Center
- Kathy Contino - Masonic Home
- Linda Avolio - Masonic Home
- Mary Welch, Mgr. - Oxford Towne Apartments
- Carol Jubenville - Director/Sunset Wood Apartments and Pastor/New Hartford First Methodist Church Represented by Dominick Manfredo
- Eileen Spellman - Senior Center Coordinator
- Fr. Kevin Burger - Pastor/St. John the Evangelist Church
- Samantha White - Oneida County OFA
- Clair Murad - Presbyterian Home Social Worker
- David M. Reynolds - Councilman
- James J. Messa - Councilman
- Marlene Little - New Hartford Senior Center
- Charlene Lojewski - New Hartford Senior Center

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 21 of 29

- Loretta Mandry - New York Mills Seniors Director
- Robert Hook - New Hartford Senior Center
- Dan Williams - New Hartford Senior Center
- John Marafioti - New Hartford Senior Center
- Mary Ellen Lazarek - Meadows Seniors.

The Board members voted upon roll call:

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

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

Appointments - New Hartford Public Library Board of Trustees

The terms of office of Library Trustees Adam Burback and Julius V. Fuks, Jr. expired on December 31, 2017; the Town Board would make the appointment(s) to fill the vacancies for five (5) year terms.

Trustee Carolyn Buckley resigned effective November 6, 2017, leaving four (4) years remaining to her position.

Janet Hoover had resigned as Trustee leaving one (1) year remaining to her position. The Library Board of Trustees appointed Lawrence Dunn to fill that one (1) year vacancy.

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

Upon request of the Town Clerk, the following Resolution was introduced for adoption by Councilman Reynolds and duly seconded by Councilman Messa:

(RESOLUTION NO. 16 OF 2018)

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 36th Annual New York State Town Clerks Association Conference from April 22 through April 25, 2018 in the Town of Colonie, 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 2018, with incidental expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

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

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

2018 Salary Schedule

The Personnel Technician had provided the list of salaries coincide with the 2018 approved budget; therefore, Councilman Messa offered the following Resolution for adoption, seconded by Councilman Reynolds:

(RESOLUTION NO. 17 OF 2018)

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 2018 Salaries** for the employees and officials of the Town of New Hartford, payable in the manner designated:

<u>Title and Name</u>	<u>2018 Base</u>	<u>2018 Salary</u>	<u>Manner of Payment</u>
Councilman James Messa		\$ 6,350	bi-weekly
Councilman Philip S. Cittadino		\$ 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	\$16.51/hr		bi-weekly
Court Attendant Raymond Hamo	\$33.02/hr		bi-weekly
Court Attendant Jerome Murray	\$33.02/hr.		bi-weekly
Court Attendant John Aboundaer	\$33.02/hr.		bi-weekly
Clerk to Court Justice Dorothy Spina	\$16.51/hr		bi-weekly

REGULAR TOWN BOARD MEETING
 January 3, 2018
 Page 23 of 29

Part-time Clerk vacant	\$ /hr		bi-weekly
Supervisor Paul Miscione		\$15,240	bi-weekly
Deputy Town Supervisor Anthony Trevisani		\$ 1,000	bi-weekly
Account Clerk Carol Ryan	\$26.40/hr		bi-weekly
Finance Director Daniel Dreimiller		\$42,894	bi-weekly
Bookkeeper Lisa Smigle	\$20.66/hr		bi-weekly
Assessor Darlene Abbatecola	\$29.99/hr		bi-weekly
Real Property TSA Teresa Webb	\$16.34/hr		bi-weekly
Assessor Temporary Clerk Margaret Jones	\$11.33/hr		bi-weekly
BAR Wilmar Sifre		\$ 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		\$52,186	bi-weekly
Deputy Town Clerk I Melody K. Fancett	\$15.21/hr		bi-weekly
Deputy Town Clerk II Hannah Empey	\$12.01/hr		bi-weekly
Clerk Part-time Allison K. Adams	\$10.30/hr		bi-weekly
Personnel Technician II Barbara Schwenzfeier	\$30.16/hr		bi-weekly
Town Attorney Herbert J. Cully		\$61,443	bi-weekly
Cleaner Part-time Bernard Green	\$11.69/hr		bi-weekly
*Police Chief Michael Inserra	\$54.57/hr	All Police	bi-weekly
*Police Lieutenant Timothy O'Neill	\$47.33/hr		
*Police Officer Andrew Allen	\$36.16/hr		
*Police Officer Peter Allen	\$34.61/hr		
*Police Officer Annemarie Brelinsky	\$34.61/hr		
*Police Officer Jeffrey Emerson	\$32.11/hr		
*Police Officer W. Jason Freiberger	\$34.80/hr		
*Police Officer Justin Gehringer	\$34.18/hr		
*Police Officer Daniel G. Herman	\$34.66/hr		
*Police Officer James Hyatt II	\$34.18/hr		
*Police Officer Thomas Hulser	\$33.98/hr		
*Police Officer Andrew Miller	\$35.09/hr		
*Police Officer Mark Moskal	\$26.86/hr		
*Police Officer Patrick Sacco	\$33.41/hr		
*Police Officer Jordan Spinella	\$35.14/hr		
*Police Officer Shane Yoxall	\$35.40/hr		
*Police Officer Part-time Scott Adsit	\$33.02/hr		
*Police Officer Part-time Daniel Buley	\$33.02/hr		
*Police Officer Part-time Paul Colburn	\$33.02/hr		
*Police Officer Part-time Phillip Brockway	\$33.02/hr		
*Police Officer Part-time Gaetano LaGatta	\$33.02/hr		
*Police Officer Part-time Jason Livingston	\$33.02/hr		
*Police Officer Part-time Robert Philo	\$33.02/hr		
*Police Officer Part-time Brad Pietryka	\$33.02/hr		
*Police Officer Part-time Michael Reilly	\$33.02/hr		
*Police Officer Part-time Anthony Salerno	\$33.02/hr		
*Police Officer Part-time Richard Wehrle	\$33.02/hr		
*Police Officer Part-time Joseph Zwijacz	\$33.02/hr		
*Police Sergeant Peter Colburn	\$41.74/hr		
*Police Sergeant Ronald Fontaine, Jr.	\$41.45/hr		

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 24 of 29

*Police Sergeant Michael Kowalski	\$40.82/hr)		
*Police Sergeant Matthew Sica III	\$39.91/hr)		
School Crossing Guard David Burnham	\$10.67/hr		bi-weekly
School Crossing Guard Deborah Green	\$10.67/hr		bi-weekly
School Crossing Guard MaryAnn Jordan	\$10.67/hr		bi-weekly
School Crossing Guard Susan Jordan	\$10.67/hr		bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$10.67/hr		bi-weekly
School Crossing Guard Peter Rabciz	\$10.67/hr		bi-weekly
School Crossing Guard M. Darlene Reynolds	\$10.67/hr		bi-weekly
School Crossing Guard Part-time Tina Ryan	\$10.67/hr		bi-weekly
**Senior Account Clerk Typist Michele Moran	\$22.12/hr		bi-weekly
**Senior Clerk Amy Topor	\$21.96/hr		bi-weekly
**Senior Typist Susan M. Donnenwirth	\$17.58/hr.		bi-weekly
Animal Control Officer Nicholas J. Morosco	\$23.96/hr		bi-weekly
ACO Part-time Jeffery Madden	\$15.14/hr		bi-weekly
Clerk Candy J. Currier	\$16.26/hr		bi-weekly
Highway Superintendent Richard Sherman		\$47,720	bi-weekly
Clerk Part-time Bernard Green	\$9.25/hr		bi-weekly
Clerk Part-time Deborah Green	\$9.25/hr		bi-weekly
Food Service Helper Part-time Cheryl Kupiek	\$8.98/hr		bi-weekly
Food Service Helper Carolyn Burney	\$10.72/hr		bi-weekly
Food Service Helper Ruth Babowicz	\$8.98/hr		bi-weekly
Meal Site Manager PT Marjorie Anweiller	\$13.91/hr		bi-weekly
Senior Citizen Center Coordinator M. Eileen Spellman	\$22.92/hr		bi-weekly
Administrative Assistant Hyesun Lee	\$16.32/hr		bi-weekly
Youth Employment Director Melody Fancett		\$6,907	bi-weekly
Director of Recreation Center John C. Cunningham	\$34.19/hr		bi-weekly
Laborer Sheldon Gordon	\$13.96/hr		bi-weekly
Working Supervisor Michael K. Natale	\$19.86/hr		bi-weekly
Working Supervisor John Randall	\$19.86/hr		bi-weekly
Recreation Maintenance Worker James Miller	\$16.82/hr		bi-weekly
Working Supervisor James R. Campbell	\$21.41/hr		bi-weekly
Registrar of Vital Statistics Gail Wolanin Young		\$13,650	bi-weekly
Deputy Registrar of Vital Statistics Rebecca Empey	\$14.02/hr		bi-weekly
Assistant Codes Enforcement Officer Eric Barcomb	\$23.08/hr		bi-weekly
Codes Enforcement Officer Joseph A. Booth	\$50.12/hr		bi-weekly
Codes Enforcement Officer Part-time Carmen Luppino		\$30,000	bi-weekly
Office Specialist I Part-time Dolores B. Shaw	\$12.74/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

REGULAR TOWN BOARD MEETING
 January 3, 2018
 Page 25 of 29

ZBA Member Karen Stanislaus		\$ 1,250	semi-annual
ZBA Secretary Dolores B. Shaw	\$12.74/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
Planning Board Member Heather Mowat		\$ 1,250	semi-annual
Planning Board Secretary Dolores B. Shaw	\$12.74/hr		bi-weekly
Automotive Mechanic William Bell	\$24.41/hr		bi-weekly
Automotive Mechanic Lynne Brodock	\$24.35/hr		bi-weekly
Automotive Mechanic Benjamin Owens	\$24.35/hr		bi-weekly
Heavy Equipment Operators:			
Gerald Webb	\$26.68/hr		bi-weekly
Corey Halpin	\$25.86/hr		bi-weekly
William Marshall	\$27.36/hr		bi-weekly
Kevin W. Martin	\$26.29/hr		bi-weekly
Christopher R. Moran	\$27.86/hr		bi-weekly
Norman Naber	\$26.77/hr		bi-weekly
Michael Roberts	\$26.22/hr		bi-weekly
Michael Smoulcey	\$25.86/hr		bi-weekly
Timothy Solan	\$25.62/hr		bi-weekly
Jeff Mundrick	\$25.56/hr		bi-weekly
Laborer			
Ferdinand Callahan	\$15.07/hr		bi-weekly
Brian McCormick	\$15.07/hr		bi-weekly
(Vacant)	\$ /hr		bi-weekly
Motor Equipment Operator			
Jeremy Waterman	\$18.96/hr		bi-weekly
Christopher Budlong	\$22.18/hr		bi-weekly
Bryon Rich	\$22.18/hr		bi-weekly
Joseph G. Fletcher	\$24.64/hr		bi-weekly
Keith Gehringer	\$22.24/hr		bi-weekly
Jesse Conhaim	\$22.18/hr		bi-weekly
Thomas S. Panzone, Jr.	\$22.42/hr		bi-weekly
Brian Smith	\$22.30/hr		bi-weekly
Sewer Superintendent Richard Sherman		\$17,280	bi-weekly.

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

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

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

Director of Finance Dreimiller

2017 Budget Adjustments

Upon recommendation of the Director of Finance, Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 18 OF 2018)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Finance Department to make the following budget adjustments for fiscal year 2017, to correct over-budget accounts:

GENERAL WHOLE-TOWN

EXPENSE:		CURRENT	PROPOSED	
		BUDGET	BUDGET	INCREASE
ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AMOUNT	AMOUNT	(DECREASE)
Contractual – Rec Center	AA7020.4	\$27,902	\$47,902	\$20,000
Contractual – Parks	AA7110.4	\$70,000	\$61,000	(\$9,000)
Equipment – Rec Center	AA7020.2	\$ 8,928	\$ 3,928	(\$5,000)
Equipment – Playground	AA7140.2	\$ 4,500	\$ 1,500	(\$3,000)
Contractual – Swim	AA7230.4	\$ 5,000	\$ 2,000	(\$3,000)
Seasonal employees – Parks	AA7110.14	\$29,537	\$33,787	\$4,250
Seasonal employees – Playground	AA7140.11	\$62,076	\$57,826	(\$4,250)
Equipment – Parks	AA7110.2	\$24,000	\$26,500	\$2,500
Seasonal Employees – Playground	AA7140.11	\$57,826	\$55,326	(\$2,500)

REVENUE \$0 adjustment.

The Supervisor polled the Board members who voted as follows:

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

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

2018 Budget Adjustments

Upon recommendation of the Director of Finance, Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 19 OF 2018)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Finance Department to make the following budget adjustments for fiscal year 2018 due to

REGULAR TOWN BOARD MEETING
 January 3, 2018
 Page 27 of 29

monetary donations received by Director of Senior Services Eileen Spellman, in memory of Rye King who died in an early December 2017 house fire:

GENERAL WHOLE-TOWN

EXPENSE:		CURRENT	PROPOSED	
ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BUDGET	BUDGET	INCREASE
		AMOUNT	AMOUNT	(DECREASE)
Rye King Memorial Fund	AA6772.29	\$0	\$1,500	\$1,500
REVENUE:				
Rye King Memorial Fund	AA2705.9	\$0	\$1,500	\$1,500.

Upon roll call, the Board members voted as follows:

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

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

Town Supervisor - Miscellaneous

- Costly and archaic accounting and payroll software and purchase order procedure; looking to bring in a software company for demonstrations
- Notify current website that the Town doesn't own, that Town will apply for ".gov" status; consensus of Board that Town Attorney send notice of cancellation to current website
- Town to become a ".gov" domain that the Town will own regardless of officials coming/going. No private ownership.
- Discussion on leaf collection system and trash collection; purchase two leaf trucks/compactor trucks

Upon motion of Councilman Messa, seconded by Councilman Cittadino, that the Town Board does hereby authorize the purchase of two leaf trucks/compactor trucks; roll call vote on **Resolution No. 20 of 2018:**

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

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

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 28 of 29

- Lease for Adult Dining and Activity Center is up
- Annual review of Town’s Justice Court funds and accounts; Director of Finance Dreimiller does this annually, last done in December 2017 for calendar year 2016
- Communication regarding workers’ compensation with Oneida County
- Discussion of in-kind services between Town and the Library; thereafter,

Councilman Reynolds moved that the Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Town and the New Hartford Public Library in exchange for services provided, seconded by Councilman Messa; roll call vote on **Resolution No. 21 of 2018:**

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

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

- Representative from M. A. Polce to meet with Board members relative to IT services
- Supervisor looking into forming a parks commission in place of the Standing Committee; consensus of the Town Board to allow the Town Attorney to go forward with this proposal
- Release of retainer fee for hotel project Codes Officer has confirmed all inspections have been made on this development

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

(RESOLUTION NO. 22 OF 2018)

WHEREAS, the New Hartford Lodging Group, LLC, had submitted a \$66,246.96 refundable Retainer Fee with the Town of New Hartford on September 2, 2015, for the Town Place Suites project; and

WHEREAS, this project has been closed out with the New York State Department of Environmental Conservation; and

WHEREAS, the Codes Enforcement Officer has confirmed that the project has been satisfactorily completed and inspections have been made;

REGULAR TOWN BOARD MEETING

January 3, 2018

Page 29 of 29

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby authorize and direct the Finance Department to release the aforesaid Retainer Fee to New Hartford Lodging Group, LLC.

A roll call vote was held, as follows:

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

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

- Highway Department secretary on 90-day probationary period as Laborer and can resume her clerical position within that time. In the meantime, the Town Supervisor moved Parks Administrative Assistant to fill the Highway Department secretary

ADJOURNMENT

There being no further business to come before the Town Board, upon motion of Councilman Messa, seconded by Councilman Reynolds, the meeting was adjourned at 8:45 P.M.

Respectfully submitted,

Gail Wolanin Young, Town Clerk