

**RE-ORGANIZATIONAL MEETING OF THE TOWN BOARD OF  
THE TOWN OF NEW HARTFORD, NEW YORK,  
HELD IN THE KELLOGG ROAD COMMUNITY CENTER BUILDING ON  
TUESDAY, JANUARY 2, 2002 AT 6:00 P.M.**

The Town Supervisor called the meeting to order at 6:00 P.M. and then led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting:

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

**OTHER TOWN OFFICIALS:** Police Chief Raymond Philo  
Town Clerk Gail Wolanin Young

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

**REORGANIZATIONAL RESOLUTIONS**

Councilman Waszkiewicz then introduced the following Resolutions for adoption, seconded by Councilman Woodland:

**(RESOLUTION NO. 1 OF 2003)**

**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 2003;

**RESOLVED** that Ralph B. Humphreys, 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 2003;

**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. Found within this manual is the official schedule of fringe benefits of non-union personnel for the year 2003;

**RESOLVED** that the New Hartford Town Board does hereby establish the mileage rate at thirty-two cents (\$.32) 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 2003;

## **REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 2**

**RESOLVED** that the New Hartford Town Board does hereby authorize the Town Supervisor to retain an auditing firm to audit the 2002 financial accounts and for subsequent preparation of the 2002 Annual Report, that auditing firm being Moore and Hart;

**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 2003 the following institutions:

- Fleet Bank
- Chase Bank
- Bank of New York
- NBT Bank, N.A.
- Adirondack Bank
- HSBC
- Savings Bank of Utica, if eligible

and that the Town Supervisor or Bookkeeper 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 2003 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 Bookkeeper 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 Donald C. Backman as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2003 and ending December 31, 2003;

**RESOLVED** that the Town Board of the Town of New Hartford does hereby appoint the New Hartford Historical Society as the Town's Historian for the Fiscal Year 2003 at a contractual sum of \$3,000.00;

**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

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 3**

Board for the Fiscal Year 2003 as set forth in the attached Schedule "A" which is made a part of this resolution;

**RESOLVED** that the New Hartford Town Board does hereby appoint Ralph B. Humphreys as the Delegate to attend the Annual Business Session of the Association of Towns of the State of New York, (Councilman Backman as Alternate), to be held at New York, New York on February 19, 2003 and to cast the vote of the aforesaid Town, pursuant to Section 6 of Article 3 of the Constitution and By-laws of said Association;

**RESOLVED** that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Donald C. Backman as Deputy Town Supervisor for a term of one (1) year commencing January 1, 2003, with a corresponding stipend of One Thousand Dollars (\$1,000.) to Councilman Backman for 2003;

**RESOLVED** that Donald C. Backman, 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 2003, in the absence of the Town Supervisor;

**RESOLVED** that the New Hartford Town Board does hereby authorize the Town Supervisor or Bookkeeper to pay bills/expenses to Niagara Mohawk, the Upper Mohawk Valley Regional Water Board, all telephone carriers, to the Town's designated vendors for all insurance premiums, 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 January 1, 1995;

**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 2003.

**SCHEDULE "A"**  
**RULES OF PROCEDURE**

**I. REGULAR MEETINGS:**

Regular meetings of the New Hartford Town Board shall be held in the Community Center Building, corner of Kellogg and Tibbitts Roads, New Hartford, New York on the

## **REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 4**

first and third Wednesdays of each month at 7:00 P.M. for the Fiscal Year 2003. The Town Board reserves the right to dispense with the second regularly-scheduled meeting each month if no urgent matters need the Town's attention; if cancelled, notice shall be provided to the Department Heads and the news media by the Friday immediately preceding the meeting to be cancelled;

In addition, the Town Board shall meet on or after the 28<sup>th</sup> day of December but not later than the 31<sup>st</sup> day of December as determined by the Supervisor pursuant to Law.

### **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 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

## REORGANIZATIONAL MEETING

January 2, 2003

Page 5

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:
    1. Assume the duties of the Chairperson in their 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

## **REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 6**

- 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.

### **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
- Consideration of Public Presentations
- Reports of Town Officials
- Reports of Standing Committees
- Reports of Special Committees
- Public Hearings (8:00 P.M.)
- 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.

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 7**

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

The Supervisor declared Resolution No. 1 of 2003 unanimously carried and duly adopted.

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 8**

**APPOINTMENT – PLANNING BOARD CHAIRMAN**

Councilman Butler offered the following Resolution for adoption; seconded by Councilman Backman:

**(RESOLUTION NO. 2 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint N. Joseph Yagey as Chairman of the New Hartford ***Town Planning Board*** for a one-year term commencing January 1, 2003 and ending December 31, 2003.

A roll call vote ensued:

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

Resolution No. 2 was declared unanimously carried and duly adopted.

**APPOINTMENT – PLANNING BOARD MEMBER**

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

**(RESOLUTION NO. 3 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Samuel Marchio as Member of the New Hartford ***Town Planning Board*** for a seven-year term commencing January 1, 2003 and ending December 31, 2009.

The Supervisor polled the Board members who voted as follows:

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

The Resolution was then declared unanimously carried and duly adopted.

**APPOINTMENT – ZONING BOARD OF APPEALS CHAIRMAN**

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



**REORGANIZATIONAL MEETING**  
**January 2, 2003**  
**Page 9**

**(RESOLUTION NO. 4 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Gerald J. Green as Chairman of the New Hartford *Zoning Board of Appeals* for a one-year term commencing January 1, 2003 and ending December 31, 2003.

The Board members voted upon roll call, as follows:

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

The Supervisor declared the Resolution unanimously carried and duly adopted.

**APPOINTMENT – POLICE COMMISSION MEMBER**

The following Resolution was then offered for adoption by Councilman Waszkiewicz; seconded by Councilman Butler:

**(RESOLUTION NO. 5 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Edward LeFevre as Member of the *New Hartford Police Commission* for a five-year term commencing January 1, 2003 and ending December 31, 2007.

A roll call vote ensued:

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

Resolution No. 5 was declared unanimously carried and duly adopted.

**APPOINTMENT – UTICA TRANSIT AUTHORITY REPRESENTATIVE**

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

**REORGANIZATIONAL MEETING**  
**January 2, 2003**  
**Page 10**

**(RESOLUTION NO. 6 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Carmen Graziano as the Town's representative on the *Utica Transit Authority* for a three-year term commencing January 1, 2003 and ending December 31, 2005.

The Supervisor polled the Board members who voted as follows:

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

The Resolution was declared unanimously carried and duly adopted.

**TOWN BOARD STANDING COMMITTEES**

Supervisor Humphreys announced the following Standing Committee appointments:

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Term To Expire</u>
Assessor	Backman	Waszkiewicz	Dec 31, 2003
Elections	Woodland	Waszkiewicz	Dec 31, 2003
Human Resource	Butler	Woodland	Dec 31, 2003
Library	Waszkiewicz	Butler	Dec 31, 2003
Motor Pool	Backman	Woodland	Dec 31, 2003
Parks & Recreation	Waszkiewicz	Woodland	Dec 31, 2003
Public Safety and Courts	Butler	Woodland	Dec 31, 2003
Public Works/Sewer School/Village/Town Liaison	Backman	Butler	Dec 31, 2003
Senior Citizen	Butler	Backman	Dec 31, 2003
Town Clerk	Waszkiewicz	Butler	Dec 31, 2003
Zoning & Planning	Backman	Waszkiewicz	Dec 31, 2003
	Woodland	Backman	Dec 31, 2003.

**APPOINTMENT – SAFETY COMMITTEE MEMBER**

Councilman Waszkiewicz then offered the following Resolution for adoption and Councilman Backman seconded same:

**(RESOLUTION NO. 7 OF 2003)**

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 11**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Robert Payne as Member of the Town's *Safety Committee* for a two-year term commencing January 1, 2003 and ending December 31, 2004.

The Board voted upon roll call:

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

Resolution No. 7 was declared unanimously carried and duly adopted.

**APPOINTMENTS – ADVISORY COMMITTEE ON PUBLIC WORKS AND SEWERS**

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

**(RESOLUTION NO. 8 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint the following individuals as Members of the *Advisory Committee on Public Works and Sewers* for three-year terms commencing January 1, 2003 and ending December 31, 2005:

- Ronald Morelle (Chairman)
- William Wolber
- Lewis Smith.

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

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

The Resolution was thereafter declared unanimously carried and duly adopted.

**REORGANIZATIONAL MEETING**  
**January 2, 2003**  
**Page 12**

**APPOINTMENT – BOARD OF ASSESSMENT REVIEW MEMBER**

Upon recommendation of Matthew Bohn (Chairman of the Board of Assessment Review), Councilman Butler offered the following Resolution for adoption; seconded by Councilman Waszkiewicz:

**(RESOLUTION NO. 9 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint Edward F. Goggin as a Member of the *Board of Assessment Review* for a five-year term, retroactive to October 1, 2002 and ending September 30, 2007.

The foregoing Resolution was voted upon by roll call:

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

Resolution No. 9 was declared unanimously carried and duly adopted.

**APPOINTMENTS – ADVISORY COMMITTEE ON PARKS AND RECREATION**

Upon recommendation of the Parks and Recreation Director, the following Resolution was offered for adoption by Councilman Waszkiewicz and duly seconded by Councilman Woodland:

**(RESOLUTION NO. 10 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby re-appoint the following individuals as Members of the *Advisory Committee on Parks and Recreation* for three-year terms commencing January 1, 2003 and ending December 31, 2005:

- Omar (Anthony) Massoud
- William Bonsted
- Jerome Pitaressi
- Anthony Diana.

Upon roll call, the Board members voted as follows:

Councilman Waszkiewicz	-	Aye
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## REORGANIZATIONAL MEETING

January 2, 2003

Page 13

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

The Supervisor declared the Resolution unanimously carried and duly adopted. [NOTE: A fifth position, whose membership expired December 31, 2002, is not being filled as the Parks and Recreation Director is aiming to reduce the Committee from fifteen (15) members to twelve (12) members.]

### **STATUS - TOWN PHYSICAL BUILDING FACILITY REVIEW COMMITTEE**

A discussion ensued relative to re-appointments to the *Town Physical Building Facility Review Committee*, with various suggestions having been expressed, including sending a letter of thanks for past service and no re-appointments at this time, consideration of reappointment to review data to be received for future expansion projects, and suggestion of tabling the matter until the members could be polled to determine their interest in continuing on this Committee. A majority of the Town Board members reached consensus to send a letter of thanks to the Committee members, advising them that the Committee is not being reappointed *at this time*; and at the same time, inquire if these individuals are still interested in helping the Town resolve problems on an “as-needed” basis in the future. Councilman Waszkiewicz will work with the Supervisor’s secretary in forwarding a letter to the Committee members.

### **STATUS – ETHICS COMMITTEE**

Regarding the Ethics Committee, consensus was reached to continue with the recommendation made at the January 2, 2002 Town Board meeting; i.e., if a situation should arise, use the Oneida County Ethics Committee to review the matter. A suggestion was made to seek a good candidate to fill the third position on the Town’s Ethics Committee so that the Town is in compliance with its Code, while another suggestion favored having a separate board away from the Town – the County Board.

### **CONTRACTUAL SERVICE – ATTORNEY FOR THE TOWN**

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

#### **(RESOLUTION NO. 11 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby enter into a contract with *Vincent J. Rossi, Jr.* for professional legal advice and services as *Attorney for the Town of New Hartford* at an hourly rate of One Hundred Dollars (\$100), on an “as-needed” basis; Mr. Rossi shall be required to submit a written time-line of hours

## **REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 14**

devoted to Town business including, but not limited to, officials and employees with whom business was discussed and the subject matter involved.

Upon roll call, the Board members voted as follows:

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

Resolution No. 11 was thereafter declared unanimously carried and duly adopted.

### **TRAINING - ASSOCIATION OF TOWNS MEETING**

Councilman Backman initiated discussion on reducing the monetary advance for Town Officials attending the Association of Towns Meeting in New York since the Town pre-pays some expenses and he advocated a per diem amount for meals; the following Resolution was offered for adoption by Councilman Butler and seconded by Councilman Woodland:

#### **(RESOLUTION NO. 12 OF 2003)**

**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;

**THEREFORE, BE IT RESOLVED** that the New Hartford Town Board does hereby authorize the following Town Officials to attend the February 2003 New York State Association of Towns educational seminar in New York City, New York:

- Supervisor Ralph B. Humphreys
- Councilman Donald C. Backman
- Councilman David W. Butler
- Councilman Richard B. Woodland, Jr.
- Highway Superintendent Roger A. Cleveland
- Codes Enforcement Officer Gerald F. Back
- Zoning Board of Appeals Chairman Gerald F. Green

and be it

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 15**

**FURTHER RESOLVED** that the Town of New Hartford shall pre-pay the conference registration and hotel accommodations for each of the above-referenced Town Officials who then shall be advanced the sum of Five Hundred Dollars (\$500) for meals and round-trip transportation; upon return from said educational seminar, each Town Official shall substantiate their expenditure of Five Hundred Dollars (\$500) upon a Town voucher with supporting documents/receipts and/or deliver any unexpended funds to the Town Bookkeeper.

The Town Board then voted upon roll call:

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

The Supervisor declared the Resolution unanimously carried and duly adopted.

**Per Diem Meal Rate**

Discussion followed on establishing a per diem rate for meals:

- One Hundred Dollars (\$100) per day with no receipts to be submitted
- Seventy-five Dollars (\$75) daily.

Councilman Backman offered that the Town Board establish a Seventy-five Dollar (\$75) per diem rate, with no receipts to be submitted. Councilmen Butler and Woodland stood by Resolution No. 12 of 2003; and since he would not be attending the seminar, Councilman Waszkiewicz offered no comment. There was no second to the motion.

**Transportation Allowance**

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

**(RESOLUTION NO. 13 OF 2003)**

**WHEREAS**, the Town Board has authorized certain Town officials and employees to attend the February 2003 Association of Towns annual seminar in New York City; and

**WHEREAS**, various modes of transportation will be utilized to and from the seminar;

**NOW, THEREFORE, BE IT RESOLVED** that the New Hartford Town Board does hereby establish the **maximum transportation allowance** not to exceed the cost of a round trip train fare from Utica, New York to New York, New York, whether officials/employees:

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 16**

- pay round-trip bus fare
- pay round-trip train fare from Utica to New York, NY
- pay round-trip train fare from Albany to New York, NY, including any round-trip mileage from Utica to Albany.

Any Town Official/employee who drives his/her automobile to the seminar shall do so wholly at his/her own expense.

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

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

Supervisor Humphreys declared the Resolution unanimously carried and duly adopted.

**MATTERS SUBMITTED BY COUNCILMAN WASZKIEWICZ:**

**Amendment to Rules of Procedure; Dates/Place of Regular Town Board meetings**

Councilman Waszkiewicz proposed that the February 19, 2003 Regular Town Board meeting be rescheduled to February 26, 2003 at Butler Memorial Hall since he will be out of Town on February 19, 2003; there was no second.

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

**(RESOLUTION NO. 14 OF 2003)**

**RESOLVED** that the New Hartford Town Board does hereby amend Resolution No. 1 of 2003, specifically relating to the Rules of Procedure (Schedule "A"), so that the February 5 and March 5, 2003 Town Board meetings shall be conducted at the newly-renovated Community Meeting Room in Butler Memorial Hall, 48 Genesee Street, New Hartford, New York; and be it

**FURTHER RESOLVED** that the second meeting in February shall be conducted on February 19, 2003 at the Kellogg Road Community Center Building.

A roll call vote was duly held as follows:



**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 17**

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

Resolution No. 14 was declared unanimously carried and duly adopted.

**MATTERS SUBMITTED BY TOWN SUPERVISOR:**

**2003 Budgetary Adjustment; Village Building Codes Enforcement**

Upon recommendation of the Town Supervisor, Councilman Backman offered the following Resolution for adoption and Councilman Waszkiewicz seconded same:

**(RESOLUTION NO. 15 OF 2003)**

**WHEREAS**, the Town and Village of New Hartford are negotiating an Inter-Municipal Agreement wherein the Town of New Hartford will provide Building Code Enforcement services to the Village of New Hartford; and

**WHEREAS**, the Village of New Hartford will pay an agreed amount annually to the Town for said Building Code Enforcement services;

**NOW, THEREFORE, BE IT RESOLVED** that the New Hartford Town Board does hereby create a separate appropriation line item entitled Village Codes Enforcement Officer Salary, Account B8010.15, in the sum of Four Thousand Dollars (\$4,000) for wages to be paid to Town Codes Enforcement Officer Joseph Booth who shall administer and enforce the services to the Village of New Hartford in accordance with the aforesaid Inter-Municipal Agreement; if said Inter-Municipal Agreement is terminated by either party in the future, line item Account B8010.15 (Village Codes Enforcement salary) and the associated duties shall be eliminated.

The Supervisor polled the Board members who voted as follows:

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

The Resolution was declared unanimously carried and duly adopted.

**REORGANIZATIONAL MEETING**  
**January 2, 2003**  
**Page 18**

The following Resolution was then introduced for adoption by Councilman Woodland and seconded by Councilman Backman

**(RESOLUTION NO. 16 OF 2003)**

**WHEREAS**, the Town and Village of New Hartford are negotiating an Inter-Municipal Agreement wherein the Town of New Hartford will provide Building Code Enforcement services to the Village of New Hartford; and

**WHEREAS**, the Village of New Hartford will pay an agreed amount annually to the Town for said Building Code Enforcement services;

**NOW, THEREFORE, BE IT RESOLVED** that the New Hartford Town Board does hereby increase the following Part-town General Fund Accounts for fiscal year 2003:

- Account B8010.15 \$4,000  
Village Codes Enforcement Officer Salary
  
- Account B2189.0 \$6,000  
Codes Fees/Other Government (Village).

Upon roll call, the Board members voted as follows:

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

Resolution No. 16 was thereafter declared unanimously carried and duly adopted.

**2003 SALARY SCHEDULE**

Based upon the Town Supervisor's review and the Bookkeeper's confirmation that the salaries as submitted coincide with the 2003 approved budget, Councilman Waszkiewicz offered the following Resolution for adoption, seconded by Councilman Backman:

**(RESOLUTION NO. 17 OF 2003)**

**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;

## REORGANIZATIONAL MEETING

January 2, 2003

Page 19

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of New Hartford does hereby approve and establish the following Schedule of 2003 Salaries for the employees and officials of the Town of New Hartford, payable in the manner designated:

A1010.1	Councilman Donald C. Backman	\$ 6,165, bi-weekly
A1010.1	Deputy Town Supervisor Donald C. Backman	\$ 1,000, bi-weekly
A1010.1	Councilman David W. Butler	\$ 6,165, bi-weekly
A1010.1	Councilman John C. Waszkiewicz II	\$ 6,165, bi-weekly
A1010.1	Councilman Richard B. Woodland, Jr.	\$ 6,165, bi-weekly
A1110.1	Town Justice James VanSlyke	\$15,045.12, bi-weekly
A1110.1	Senior Justice James VanSlyke	\$ 2,500, bi-weekly
A1110.1	Town Justice William M. Virkler	\$15,045.12, bi-weekly
A1110.11	Clerk to Court Justice Ann Rose	\$27,243, bi-weekly
A1110.12	Court Attendant John Rukavena	\$ 20.88/hr, bi-weekly
A1110.13	Clerk to Court Justice Donna Fanelli	\$22,027, bi-weekly
A1110.16	Part-time Clerk Mary Bowee	\$ 8.15/hr, bi-weekly
A1220.1	Supervisor Ralph Humphreys	\$14,795, bi-weekly
A1220.2	Confidential Secretary Carol Ryan	\$31,777, bi-weekly
A1315.11	Bookkeeper Carol D. Fairbrother	\$49,173, bi-weekly
A1315.12	Account Clerk Janice O'Sullivan	\$19,055, bi-weekly
A1330.1	Receiver of Taxes Hilarie Elefante	\$21,855, bi-weekly
A1330.11	Deputy Receiver of Taxes Kathleen Glenn	\$11,255, bi-weekly
A1355.1	Assessor Paul E. Smith	\$41,200, bi-weekly
A1355.11	Deputy Assessor Janet L. Halpin	\$30,000, bi-weekly
A1355.12	Clerk Patricia Vasco	\$19,669, bi-weekly
A1355.13	BAR Chairman Matthew Bohn	\$ 500, annually
A1355.13	BAR Member Frank Furno	\$ 400, annually
A1355.13	BAR Member Jana McDonald	\$ 400, annually
A1355.13	BAR Member Edward F. Goggin	\$ 400, annually
A1355.13	BAR Member Jonathan Purdy	\$ 400, annually
A1410.1	Town Clerk Gail Wolanin Young	\$31,468, bi-weekly
B4020.1	Registrar of Vital Statistics Gail Wolanin Young	\$ 9,294, bi-weekly
B4020.11	Deputy Registrar Robin L. Brindisi	\$26,781, bi-weekly
A1410.11	Deputy Town Clerk I Margaret M. Jones	\$22,492, bi-weekly
A1410.12	Part-time Clerk Andrea K. Toomey	\$ 10.00/hr, bi-weekly
A1410.13	Deputy Town Clerk II Sarah A. Long	\$19,055, bi-weekly
A1430.1	Personnel Assistant Barbara J. Aiello	\$28,644, bi-weekly
A1440.1	Part-time Engineer Roger A. Cleveland	\$ 7,469, bi-weekly
A5010.1	Highway Superintendent Roger A. Cleveland	\$39,089, bi-weekly
S8110.1	Sewer Engineer Roger A. Cleveland	\$15,798, bi-weekly

## REORGANIZATIONAL MEETING

January 2, 2003

Page 20

A1440.11/ S8110.15	Senior Engineering Technician John Meagher)	\$49,173, bi-weekly
A1620.11	Cleaner Lewis Smith	\$ 8.21/hr, bi-weekly
A1620.11	Cleaner Roger Jones	\$ 7.73/hr, bi-weekly
A3220.1	Dispatch Supervisor Jeffrey Madden	\$34,840, bi-weekly
A3220.11	Dispatcher Michael Brunet	\$29,279, bi-weekly
A3220.11	Part-time Dispatcher Daniel Buley	\$ 10.51/hr, bi-weekly
A3220.11	Part-time Dispatcher Craig Burnop	\$ 11.15/hr, bi-weekly
A3220.11	Part-time Dispatcher Thomas Cook	\$ 9.20/hr, bi-weekly
A3220.11	Part-time Dispatcher Joseph Crandall	\$ 6.37/hr, bi-weekly
A3220.11	Part-time Dispatcher Joseph David	\$ 9.20/hr, bi-weekly
A3220.11	Part-time Dispatcher Gregory DeBernardis	\$ 11.15/hr, bi-weekly
A3220.11	Dispatcher Deborah Demko	\$30,976, bi-weekly
A3220.11	Part-time Dispatcher Darlene Edwards	\$ 11.15/hr, bi-weekly
A3220.11	Part-time Dispatcher Brian Freiburger	\$ 11.15/hr, bi-weekly
A3220.11	Part-time Dispatcher Tiffany Getchell	\$ 9.20/hr, bi-weekly
A3220.11	Dispatcher Steve Ingersoll	\$32,037, bi-weekly
A3220.11	Part-time Dispatcher Joseph Jennings	\$ 10.51/hr, bi-weekly
A3220.11	Part-time Dispatcher James Kreutzer	\$ 11.15/hr, bi-weekly
A3220.11	Part-time Dispatcher David Maier	\$ 11.15/hr, bi-weekly
A3220.11	Part-time Dispatcher Laurie Marshall	\$ 9.20/hr, bi-weekly
A3220.11	Part-time Dispatcher John Raymond	\$ 9.20/hr, bi-weekly
A3220.11	Dispatcher Michael Talento	\$20,216, bi-weekly
A3220.11	Dispatcher Nancy Woeltje	\$30,976, bi-weekly
A3510.1	Animal Control Officer Shawn Morgan	\$30,596, bi-weekly
A3510.11	Part-time Animal Control Officer Jordan Spinella	\$ 10.61/hr, bi-weekly
A5010.11	Deputy Highway Superintendent Anthony DeCuffa	\$57,368, bi-weekly
A6772.1	Director of Senior Services M. Eileen Spellman	\$27,057, bi-weekly
A6772.11	Meal Site Manager, Part-time, M. Doreen Reynolds	\$ 8.87/hr, bi-weekly
A6772.12	Clerk Part-time Patricia Butler	\$ 9.89/hr, bi-weekly
A6772.13	Food Service Helper Annette Dempsey	\$ 7.73/hr, bi-weekly
A6772.13	Food Service Helper Joanne Martin	\$ 7.73/hr, bi-weekly
A6772.13	Food Service Helper Mary Appler	\$ 8.12/hr, bi-weekly
A6772.13	Bus Driver Robert Garrabrant	\$ 9.79/hr, bi-weekly
A6772.13	Food Service Helper Jack Jecko	\$ 6.98/hr, bi-weekly
A6772.13	Bus Driver Diane Muller	\$ 10.39/hr, bi-weekly
A6772.13	Bus Driver (Sub) William Stevenson	\$ 10.39/hr, bi-weekly
A6772.13	Bus Driver (Sub) Scott Vandervee	\$ 10.39/hr, bi-weekly
A7020.1	Recreation Center Manager John C. Cunningham	\$35,761, bi-weekly
A7020.11	Working Supervisor Mark Roller	\$ 14.86/hr, bi-weekly
A7020.12	Laborer Sheldon Gordon	\$ 8.44/hr, bi-weekly
A7110.1	Parks and Recreation Director Michael Jeffery	\$42,462, bi-weekly

## REORGANIZATIONAL MEETING

January 2, 2003

Page 21

A1450.1	Voting Machine Custodian Michael Jeffery	\$ 2,168, bi-weekly
A7110.11	Working Supervisor Brian Jenny	\$ 16.02/hr, bi-weekly
A1450.11	Assistant Voting Machine Custodian Brian Jenny	\$ 1,454, bi-weekly
A7110.13	Clerk Maureen Owens	\$32,576, bi-weekly
A7110.15	Recreation Maintenance Worker James Campbell	\$ 11.15/hr, bi-weekly
A7110.18	Recreation Maintenance Worker Michael Natale	\$ 10.97/hr, bi-weekly
A7110.19	Recreation Maintenance Worker John Randall	\$ 10.97/hr, bi-weekly
B3120.11	Police Chief Raymond Philo	\$69,975, bi-weekly
B3120.1	Police Lieutenant Timothy O'Neill	<b>SALARIES</b>
B3120.1	Police Officer Paul Colburn	<b>TO</b>
B3120.1	Police Officer Daniel Herman	<b>BE</b>
B3120.1	Police Officer Michael Inserra	<b>SET</b>
B3120.1	Police Officer Richard Jones	<b>BY</b>
B3120.1	Police Officer Michael Kowalski	<b>UNION</b>
B3120.1	Police Officer Steven Laymon	<b>CONTRACT</b>
B3120.1	Police Officer Robert Philo	
B3120.1	Police Officer Brad Pietryka	<b>SALARIES</b>
B3120.1	Police Officer Richard Salamone	<b>TO</b>
B3120.1	Police Officer C. Edward Schmidt	<b>BE</b>
B3120.1	Police Officer Peter Colburn	<b>SET</b>
B3120.1	Police Officer Kevin Collins	<b>BY</b>
B3120.1	Police Officer Joseph Corr	<b>UNION</b>
B3120.1	Police Officer Ronald Fontaine	<b>CONTRACT</b>
B3120.1	Police Officer Part-time Scott Adsit	
B3120.1	Police Officer Part-time Raymond Hamo	<b>SALARIES</b>
B3120.1	Police Officer Part-time Peter Hawes	<b>TO</b>
B3120.1	Police Officer Part-time Francis Manfredo	<b>BE</b>
B3120.1	Police Officer Part-time Michael Reilly	<b>SET</b>
B3120.1	Police Officer Part-time Richard Sherman	<b>BY</b>
B3120.1	Police Sergeant Daniel Appler	<b>UNION</b>
B3120.1	Police Sergeant Richard Hammond	<b>CONTRACT</b>
B3120.1	Police Sergeant Marc Marziale	
B3120.12	Senior Typist Susan Donnenwirth	\$19,669, bi-weekly
B3120.13	Senior Clerk Amy Topor	\$25,626, bi-weekly
B3120.14	School Crossing Guard Rosemari Bennett	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Edward Bowes	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Jane Firsching	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard MaryAnne Jordan	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Jane Kreutzer	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Jacqueline Mosakowski	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Thomas Randall	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Lewis Smith	\$ 7.27/hr, bi-weekly

## REORGANIZATIONAL MEETING

January 2, 2003

Page 22

B3120.14	School Crossing Guard James Wilcox	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Mary Wilcox	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Mary Doreen Reynolds	\$ 7.27/hr, bi-weekly
B3120.14	School Crossing Guard Janet Reynolds	\$ 7.27/hr, bi-weekly
B3120.18	Senior Account Clerk/Typist Michelle Moran	\$25,826, bi-weekly
B3210.12	Part-time Clerk (Police) Barbara Couture	\$ 8.24/hr, bi-weekly
B8010.1	Codes Enforcement Officer Gerald F. Back	\$54,042, bi-weekly
B8010.11	Zoning Board of Appeals Chairman Gerald Green	\$ 2,000, semi-annual
B8010.11	ZBA Member John Montrose	\$ 1,000, semi-annual
B8010.11	ZBA Member Stephen Welty	\$ 1,000, semi-annual
B8010.11	ZBA Member Timothy Tallman	\$ 1,000, semi-annual
B8010.11	ZBA Member Randy Bogar	\$ 1,000, semi-annual
B8010.11	ZBA Member Frederick Kiehm	\$ 1,000, semi-annual
B8010.11	ZBA Member Robert Schulman	\$ 1,000, semi-annual
B8010.13	Asst. Codes Enforcement Officer Joseph Booth	\$35,513, bi-weekly
B8010.15	CEO – Village, Joseph Booth	\$ 4,000, bi-weekly
B8010.14	Senior Stenographer Dolores B. Shaw	\$32,222, bi-weekly
B8010.18	Part-time Clerk (vacant)	\$ 8.25/hr, bi-weekly
B8020	Planner Kurt Schwenzfeier	\$40,000, bi-weekly
B8020.1	Planning Board Chairman N. Joseph Yagey	\$ 2,000, semi-annual
B8020.1	Planning Board Member Robert Imobersteg	\$ 1,000, semi-annual
B8020.1	Planning Board Member Treva Wood	\$ 1,000, semi-annual
B8020.1	Planning Board Member Jerome F. Donovan	\$ 1,000, semi-annual
B8020.1	Planning Board Member Samuel Marchio	\$ 1,000, semi-annual
B8020.1	Planning Board Member Robert Wood	\$ 1,000, semi-annual
B8020.1	Planning Board Member Ronald Morelle	\$ 1,000, semi-annual
D5110.1	Highway HEO – Thomas Panzone, Sr.	<b>SALARIES</b>
D5110.1	Highway HEO – Francis Kelly	<b>TO</b>
D5110.1	Highway HEO – Lawrence Miller	<b>BE</b>
D5110.1	Highway HEO – Richard Manuele	<b>SET</b>
D5110.1	Highway HEO– Richard Davies	<b>BY</b>
D5110.1	Highway HEO – Gary Locke	<b>UNION</b>
D5110.1	Highway HEO – Douglas Gehringer	<b>CONTRACT</b>
D5110.1	Highway HEO – William Smith	<b>SALARIES</b>
D5110.1	Highway Automotive Mechanic – Kim Griffith	<b>TO</b>
D5110.1	Highway HEO – William Marshall	<b>BE</b>
D5110.1	Highway Automotive Mechanic – Jack Webb	<b>SET</b>
D5110.1	Highway MEO – Michael Roberts	<b>BY</b>
D5110.1	Highway MEO – Joseph Fletcher	<b>UNION</b>
D5110.1	Highway MEO – Kevin Martin	<b>CONTRACT</b>
D5110.1	Highway MEO – Michael Coonradt	<b>SALARIES</b>
D5110.1	Highway MEO – Christopher Moran	<b>TO</b>

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 23**

D5110.1	Highway MEO – Michael Smoulcey	<b>BE</b>
D5110.1	Highway MEO – Corey Halpin	<b>SET</b>
D5110.1	Highway MEO – David DeBlois	<b>BY</b>
D5110.1	Highway Automotive Mechanic – Gerald Webb	<b>UNION</b>
D5110.1	Highway Clerk – Candy Currier	<b>CONTRACT</b>
D5110.1	Highway MEO – Timothy Solan	<b>SALARIES</b>
D5110.1	Highway MEO – Jeffery Mundrick	<b>TO</b>
D5110.1	Highway Laborer – Wayne Smoulcey	<b>BE</b>
D5110.1	Highway Laborer – Thomas Panzone, Jr.	<b>SET</b>
D5110.1	Highway – Various seasonal laborers	<b>BY</b>
D5110.1/ A1620.1	Highway MEO/Buildings & Grounds Paul Lewis	<b>UNION</b>
S8110.13/ D5110.1	Sewer/Highway HEO – Norman Naber	<b>SALARIES TO BE</b>
S8110.13/ D5110.1	Sewer/Highway MEO – Robert Dziedzic	<b>SET BY UNION</b>
S8110.13/ D5110.1	Sewer/Highway MEO – Charles Herthum	<b>CONTRACT,</b>

all payable bi-weekly.

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

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

Supervisor Humphreys declared the Resolution unanimously carried and duly adopted.

**2003 BUDGETARY INCREASES/TRANSFERS**

Upon request of the Bookkeeper, Councilman Butler introduced the following Resolution for adoption, seconded by Councilman Backman:

**(RESOLUTION NO. 18 OF 2003)**

**RESOLVED** that the New Hartford Town Board does hereby increase the following Part-Town General Fund Accounts to fund increases in salaries for fiscal year 2003:

- Increase B5999.0, Unappropriated Expense \$5,200.00
- Increase B3120.13 Senior Clerk (Police) \$1,000.00

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 24**

- Increase B3120.18 Senior Account Clerk (Police) \$1,200.00
- Increase B4020.11 Deputy Registrar \$3,000.00.

Upon roll call, the Board members voted as follows:

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

Resolution No. 18 was thereafter declared unanimously carried and duly adopted.

Upon request of the Bookkeeper, the following Resolution was introduced for adoption by Councilman Waszkiewicz and duly seconded by Councilman Woodland:

**(RESOLUTION NO. 19 OF 2003)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby authorize and direct the following Whole-Town General Fund budgetary transfers for fiscal year 2003 to fund a salary increase:

- Decrease Account A1990.4, Contingency \$546.00
- Increase Account A1355.12 Assessor Clerk \$546.00.

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

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

The Supervisor declared the Resolution unanimously carried and duly adopted.

Upon request of the Bookkeeper, the following Resolution was offered for adoption by Councilman Backman and duly seconded by Councilman Butler:

**(RESOLUTION NO. 20 OF 2003)**

**RESOLVED** that the New Hartford Town Board does hereby authorize and direct the following budgetary transfers in Whole-Town General Fund and the Sewer Fund for



**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 25**

Fiscal year 2003 to fund a salary increase:

- Increase Account A5010.11, Dep. Highway Supt. \$1,253.00
- Decrease Account A1990.4, Contingency \$1,253.00
- Increase Account S8110.11, Sewer employee \$ 468.00
- Decrease Account S8110.04, Sewer Contractual \$ 468.00.

The Board members voted upon roll call as follows:

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

The Resolution was declared unanimously carried and duly adopted.

**FINANCIAL ADVISOR – FISCAL YEAR 2002**

The Town Supervisor had talked with Patrick Tyksinski, contracted in 2002 as the Town’s Financial Advisor, and the Supervisor is not inclined to renew this contract. There are hours remaining to be work by Mr. Tyksinski under the 2002 contract and the Town Supervisor is looking into rolling over those hours; Mr. Tyksinski has expressed a willingness to work on the Fixed Assets program for the “rollover” hours.

**AUDIT OF VOUCHERS**

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

**(RESOLUTION NO. 21 OF 2003)**

**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 that had been duly audited by the Town Board:

General Fund, Whole-Town Abstract No. 1/2003	\$50,562.07
General Fund, Part-Town Abstract No. 31/2002	\$ 50.00
General Fund, Part-Town Abstract No. 1/2003	\$ 4,949.78
Highway Fund, Part-Town Abstract No. 1/2003	\$ 9,870.35
Sewer Fund Abstract No. 1/2003	\$ 2,369.22
Street Light District Abstract No. 14/2002	\$ 5,550.61
Stormwater Drainage Abstract No. 1/2003	<u>\$ 955.31</u>
<b>TOTAL:</b>	<b>\$74,397.34</b>

## **REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 26**

Upon roll call, the Board members voted as follows:

Councilman Waszkiewicz	-	Aye
Councilman Woodland	-	ABSTAINED, because he had not reviewed the vouchers
Councilman Butler	-	Aye
Councilman Backman	-	Aye
Supervisor Humphreys	-	Aye

This Resolution was declared carried and duly adopted

### **CEMETERIES - ABANDONED**

Regarding tombstones found on several Beechwood Road properties, the Town Supervisor believed the Town has no liability – a belief shared by Attorney for the Town, Vincent Rossi, Jr.; at the same time, the Supervisor believes the Town needs to address the concerns of those who believe their homes may have been built upon a cemetery. After speaking with Utica College Professor Tom Crist, the Supervisor learned that, basically, whatever is on their property is theirs but if they dug on their property and found a skeleton, they'd have to call the police, coroner, then forensics pathologist and determine if the person was a native American whose remains are handled differently than a non-native American. After identified, the remains can be re-buried. There is a possibility the tombstones had been part of fill deposited on Beechwood Road prior to the homes being built. Councilman Butler inquired whether the tombstone could be returned to the person whose property on which it was found and Councilman Waszkiewicz recommended that the Beechwood Road residents consider donating the tombstones to the New Hartford Historical Society. The Town Board concurred and will ask Professor Crist to include this in his presentation to the Beechwood Road residents at a time to be announced in January 2003.

### **VEHICLE USAGE**

#### **(SECTION 500-4; TOWN OF NEW HARTFORD EMPLOYEE HANDBOOK)**

Responding to Councilman Backman's inquiry, the Town Clerk stated she had not received any departmental requests for use of Town-owned vehicles. The Town Clerk will contact all department heads in this regard.

### **BUTLER MEMORIAL HALL BOARD OF TRUSTEES – INCREASED REPRESENTATION**

After Town Board discussion about re-instituting the idea of including the Town Board as members of the Butler Memorial Hall Board of Trustees (now comprised only of the Village Board members), the Town Supervisor will discuss the matter with Village Mayor Rodger Reynolds to determine the Village's interest; however, any changes to the Butler Memorial Hall Board would be made by the New York State Legislature. The idea had been that the Town and Village Boards would share decision making on

**REORGANIZATIONAL MEETING**

**January 2, 2003**

**Page 27**

improvements (renovations, HVAC, etc.) and maintenance of Butler Memorial Hall. Councilman Waszkiewicz believed that the Town Physical Building Facilities Review Committee could be instrumental in this matter.

**ADJOURNMENT**

There being no further business to come before the Town Board, upon motion of Councilman Butler and seconded by Councilman Waszkiewicz, the meeting was adjourned at 7:50 P.M.

**Respectfully submitted,**

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