

**ORGANIZATIONAL MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK
HELD AT BUTLER MEMORIAL HALL IN SAID TOWN
ON WEDNESDAY, JANUARY 8, 2014 AT 6:58 P.M.**

Town Supervisor Patrick Tyksinski called the meeting to order at 6:58 P.M. and led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting.

TOWN BOARD MEMBERS PRESENT:

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

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

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

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

MINUTES

December 11, 2013 Town Board meeting:

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

(RESOLUTION NO. 4 OF 2014)

RESOLVED that the New Hartford Town Board does hereby accept and approve as submitted the minutes of the Regular Town Board meeting held December 11, 2013 and does further waive the reading of the same.

Upon roll call, the Board members voted as follows:

Councilman Miscione - Aye

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

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

2014 Organizational Resolutions

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

(RESOLUTION NO. 5 OF 2014)

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 2014;

RESOLVED that Patrick M. Tyksinski, Supervisor of the Town of New Hartford, New York, be and he hereby is authorized and directed to sign all checks for the disbursement of funds of the Town of New Hartford for the Fiscal Year 2014;

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 2014. Also adopted herewith is the Non-union Benefits and Compensation document;

RESOLVED that the New Hartford Town Board does hereby establish the mileage rate at forty-six cents (\$.46) for all Town Officials and employees while performing regular and continuous business transactions in and for the Town of New Hartford during the Fiscal Year 2014;

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 2014 the following institutions:

- Bank of America
- M & T Bank
- Chase Bank
- Citizens Bank
- Bank of New York
- NBT Bank, N.A.

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 3 of 39

- Adirondack Bank
- HSBC
- First Niagara
- Berkshire Bank

and that the Town Supervisor or Finance Director 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 2014 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 Finance Director of the said Town to deposit funds not needed for immediate expenditures in the form of interest-bearing Certificates of Deposit, Repurchase Agreements, Treasury Bills and Money Market Certificates with the Official Depositories listed in the official Investment Policy of the Town, which policy is presented herein as a separate Resolution;

RESOLVED that the New Hartford Town Board does hereby appoint Patrick M. Tyksinski as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2014 and ending December 31, 2014, 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 2014 at a contractual sum of \$3,700.00 payable to the Historical Society;

RESOLVED that the Town Board does hereby confirm the Supervisor's appointment of Matthew Bohn III as Deputy Town Supervisor, who shall serve at the pleasure of the Town Supervisor;

RESOLVED that Matthew Bohn, Deputy Town Supervisor of the said Town be, and he hereby is authorized and directed to sign all checks for disbursements of funds of said Town for Fiscal Year 2014, in the absence of the Town Supervisor;

RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor or Deputy Town Supervisor 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

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 4 of 39

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

RESOLVED that the New Hartford Town Board does hereby re-adopt the Purchasing Policies and Procedural Manual, originally adopted on January 1, 1992 and revised on July 10, 2013, a copy of which is on file in the Finance Director's office;

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, a copy of which is on file in the Finance Director's office;

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 2014.

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 2014 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 7:00 P.M. for the Fiscal Year 2014, unless otherwise changed and publicized:

*January 8, 2014
February 12, 2014
March 12, 2014
April 9 & April 23, 2014
May 14 & May 28, 2014
June 11, 2014
July 9, 2014
August 13, 2014
September 10 & September 24, 2014
*October 1 & October 22, 2014
November 5 & November 19, 2014*

December 10, 2014

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.

**To comply with statute, the Town Board shall meet on or before October 5, 2014 at which time the Town Clerk is required to present the Town Board with the 2015 Tentative Budget that will have been filed in the Town Clerk's Office on or before September 30, 2014.*

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*

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.*
 2. *Appointed by the Town Board*

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 7 of 39

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.*

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 (7:00 P.M.)*
- *Reports of Town Officials presented by the Chairperson of the respective Standing Committee*
- *Reports of Standing Committees*
- *Reports of Special Committees*
- *Consideration of matters submitted by Town Board members*
- *Consideration of matters submitted by Town Supervisor in the following order:*

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 8 of 39

- *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:

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

XIII. SUSPENSION OF RULES:

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

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

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

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

Appointment - Registrar of Vital Statistics, Deputy

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

(RESOLUTION NO. 6 OF 2014)

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, 2014 and ending December 31, 2017.

A roll call vote ensued:

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

The Supervisor declared the Resolution unanimously carried and duly ***ADOPTED***.

(NOTE: In accordance with the State Public Health Law, Registrar Gail Wolanin Young does hereby appoint Shelby L. Bohling as Deputy Registrar for a four-year term commencing January 1, 2014.)

Appointment – Chief Justice/Town Court

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

(RESOLUTION NO. 7 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint William J. Virkler as Chief Justice for Town Court for a period coterminous with his Town Justice position, beginning January 1, 2014 and ending December 31, 2015.

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

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

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Appointment – Town Attorney

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

:

(RESOLUTION NO. 8 OF 2014)

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 coterminous with that of the Town Supervisor.

A roll call was duly held and resulted as follows:

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

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

Appointment – Zoning Board of Appeals Chairman

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

(RESOLUTION NO. 9 OF 2014)

RESOLVED that the New Hartford Town Board does here appoint/re-appoint Randy Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2014 and ending December 31, 2014.

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

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

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

Appointment – Planning Board Chairman

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

(RESOLUTION NO. 10 OF 2014)

RESOLVED that the New Hartford Town Board does here appoint/re-appoint Elis J. DeLia as Chairman of the Planning Board for a one (1) year term commencing January 1, 2014 and ending December 31, 2014.

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

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

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

Appointment – Planning Board Vacancy

Supervisor Tyksinski announced that Ellen Rayhill, whose Planning Board term expired December 31, 2013, does not wish to be re-appointed. This matter will be discussed at the February 12, 2014 Town Board meeting.

Appointments – 2014 Town Board Standing Committees

Supervisor Tyksinski had submitted his list of Standing Committees for fiscal year 2014:

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

Ethics Committee

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

(RESOLUTION NO. 11 OF 2014)

RESOLVED that the New Hartford Town Board does hereby appoint Ralph B. Humphreys, David Corr and Councilman Woodland as members of the Ethics Committee.

A roll call vote ensued:

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

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

Appointments – Advisory Committee on Public Works and Sewer

The matter was tabled by the Town Supervisor.

Appointments – Stormwater Management Improvement (Advisory) Committee

Appointments expire on May 9th annually; inactive at this time.

Appointments – Advisory Committee on Parks and Recreation

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

(RESOLUTION NO. 12 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint John Pryor, John D’Amore, Deanne Balutis and Marilyn Montesano as Members of the ***Advisory Committee on Parks and Recreation***, all for three-year terms commencing January 1, 2014 and terminating December 31, 2016.

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

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

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

Appointment – Advisory Committee on Senior Citizen Services

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

(RESOLUTION NO. 13 OF 2014)

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, 2014 and ending December 31, 2014:

- Jean McBride – A. A. R. P.
- Princia Benson, Outreach/Oneida County OFA
- Rev. Carol Jubenville – Director, Sunset Wood Apartments
- Fr. Joseph Salerno – St. John the Evangelist Church
- Mary Welch – Manager, Oxford Towne Apartments

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 14 of 39

- Claire Murad – Presbyterian Home (Meadows Service Coord)
- Rev. Janet Hoover – New Hartford Fire Department Chaplin
- Cindy Dardano – Preswick Glen
- Councilman Reynolds – New Hartford Town Board
- Councilman Miscione – New Hartford Town Board
- Dave Russell – Young at Heart Senior Group
- Diana Williams – Clinton Road Senior Group
- Robert Hook – New Hartford Adult Dining & Activity Center
- Constance Moran – The Meadows Senior Club
- Loretta Mandry – New York Mills Seniors
- Gloria McRorie/Denise Reuter – Chadwicks Village Elders

The Board members voted upon roll call:

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

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

Appointments – Police Commission

Town Supervisor Tyksinski nominated S. Charles Sadallah to serve on the Police Commission and offered the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 14 OF 2014)

WHEREAS, the initial one-year term of office of S. Charles Sadallah as a Police Commissioner had expired on December 31, 2013;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint S. Charles Sadallah to serve on the Police Commission in accordance with the rules, regulations and duties set forth in Local Law No. Seven of 2012, and for a five-year term beginning January 8, 2014 and ending December 31, 2018.

The Town Board then voted as follows:

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

Councilman Messa - Aye
Supervisor Tyksinski - Aye.

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

Councilman Woodland nominated James C. Brown to serve on the Police Commission and offered the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 15 OF 2014)

WHEREAS, Kevin E. Copeland resigned from his initial two-year term on the Police Commission effective December 31, 2013 to assume his duties as Town Justice on January 1, 2014;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby appoint James C. Brown to fill the unexpired term created by the resignation of Kevin E. Copeland, to serve on the Police Commission in accordance with the rules, regulations and duties set forth in Local Law No. Seven of 2012; said appointment is effective January 8, 2014 and ends December 31, 2014.

The Town Board then voted as follows:

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

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

Appointment – Mohawk Valley Water Authority

Councilman Miscione then introduced the following Resolution that was seconded by Councilman Messa:

(RESOLUTION NO. 16 OF 2014)

WHEREAS, the Mohawk Valley Water Authority (MVWA) had notified the Town Clerk that the term of office of Elis J. DeLia as the Town of New Hartford representative on said Water Authority had expired on December 31, 2013;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does hereby re-appoint Elis J. Delia as the Town's representative on the MVWA for a three-year term commencing January 1, 2014 and ending December 31, 2016

Upon roll call, the Board members voted as follows:

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

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

Appointments – New Hartford Public Library

Councilman Reynolds, C0-Chairman of the Library Standing Committee, recommended the appointment of Heather Mowat, Richard Evans and Janet Hoover to the Library Board of Trustees and thereafter, Councilman Woodland, Co-Chair of said Committee, moved the adoption of the following Resolution, seconded by Councilman Reynolds:

(RESOLUTION NO. 17 OF 2014)

WHEREAS, three (3) vacancies exist on the New Hartford Public Library Board of Trustees and the Town Board having the opportunity to review resumes/applications to fill said vacancies and/or to speak with some of the applicants;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint Heather Mowat and Richard Evans as Trustees on the New Hartford Public Library Board for five-year terms commencing January 1, 2014 and ending December 31, 2018, and does further appoint Janet Hoover as a Trustee to said Library Board for a five-year term commencing January 1, 2014 and ending December 31, 2018.

Upon roll call, the Town Board voted as follows:

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

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

Vehicle Usage – Section 500-4.Employee Handbook

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

(RESOLUTION NO. 18 OF 2014)

WHEREAS, the Town Board has received several requests from Town department heads/employees to use a take-home vehicle for official business;

NOW, THEREFORE, BE IT RESOLVED that the said Town Board does hereby approve and allow the following individuals to use a take-home vehicle during calendar year 2014 for official business, in accordance with Section 500-4 of the Employee Handbook:

- Christopher Moran, Highway Department/Working Foreman
- Michael W. Jeffery, Parks and Recreation Director
- John C. Cunningham, Recreation Center Manager
- Joseph Booth, Codes Enforcement Officer.

The Supervisor polled the Town Board who voted as follows:

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

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

Training School – Town Clerk-Registrar, 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. 19 OF 2014)

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 18 of 39

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 32nd Annual New York State Town Clerks Association Conference from April 27 – April 30, 2014 in Saratoga, New York, and the NYS Tax Receiver and Tax Collectors Conference from June 8 – June 11, 2014 in Syracuse, 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 2014, with incidental expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

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

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

Agreement – 2014 Emergency Care; Dogs and Cats

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

(RESOLUTION NO. 20 OF 2014)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Town of New Hartford and the Waterville Veterinary Clinic, wherein said Waterville Veterinary Clinic will provide emergency care for dogs and cats in the Town of New Hartford during calendar year 2014, in accordance with the terms and conditions set forth in said Agreement.

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

Councilman Miscione	-	Aye
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REGULAR TOWN BOARD MEETING

January 8, 2014

Page 19 of 39

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

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

Agreement – 2014 Animal Control Shelter Service/Stevens-Swan Humane Society

Councilman Reynolds moved the adoption of the following Resolution; seconded by Councilman Miscione:

(RESOLUTION NO. 21 OF 2014)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Town of New Hartford and Stevens-Swan Humane Society, wherein said Humane Society will provide animal shelter services to the Town of New Hartford during calendar year 2014, in accordance with the terms and conditions set forth therein.

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

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

Agreements for Fire Protection - Village of New Hartford Fire Department

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

(RESOLUTION NO. 22 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2014 and ending December 31, 2014 between the Town of New Hartford and the Village of New Hartford and its Fire Department for **Districts 1 and 2** in the amount of \$635,629.

Upon roll call, the Board members voted as follows:

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

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

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

(RESOLUTION NO. 23 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2014 and ending December 31, 2014 between the Town of New Hartford and the Village of New Hartford and its Fire Department in the amount of \$55,272 for **District 3**.

Upon roll call, the Board members voted as follows:

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

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

Agreement for Fire Protection - Willowvale Fire Company, Inc.

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

(RESOLUTION NO. 24 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2014 and ending December 31, 2014 between the Town of New Hartford and **District 4, Willowvale Fire Company, Inc.**, in the amount of **\$315,400**.

Upon roll call, the Board members voted as follows:

Councilman Miscione	-	Aye
Councilman Woodland	-	Aye

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

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

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

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

(RESOLUTION NO. 25 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2014 and ending December 31, 2014 between the Town of New Hartford and **District 5, Village of New York Mills and its Fire Department**, in the amount of **\$135,600**.

Upon roll call, the Board members voted as follows:

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

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

2014 Salary Schedule

The Personnel Technician had provided the list of salaries that coincide with the 2014 approved budget; therefore, Councilman Reynolds offered the following Resolution for adoption, seconded by Councilman Miscione:

(RESOLUTION NO. 26 OF 2014)

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 2014 Salaries** for the employees and officials of the Town of New Hartford, payable in the manner designated:

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 22 of 39

2014 Salaries

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 2014 Salaries for the employees and officials of the Town of New Hartford, payable in the manner designated:

<u>Title and Name</u>	<u>2014 Base</u>	<u>2014 Salary</u>	<u>Manner of Payment</u>
Councilman James J. Messa		\$ 6,165	bi-weekly
Councilman Paul A. Miscione		\$ 6,165	bi-weekly
Councilman David M. Reynolds		\$ 6,165	bi-weekly
Councilman Richard B. Woodland, Jr.		\$ 6,165	bi-weekly
Town Justice Kevin E. Copeland		\$17,965	bi-weekly
Senior Justice		\$ 2,500	bi-weekly
Town Justice William M. Virkler		\$17,965	bi-weekly
Clerk to Court Justice Jacqueline Warcup	\$16.48/hr		bi-weekly
Court Attendant Raymond Hamo	\$29.20/hr		bi-weekly
Court Attendant Daniel Buley	\$29.20/hr		bi-weekly
Court Attendant Joel Campbell	\$29.20/hr		
Court Attendant Steven Laymon	\$29.20/hr		
Court Attendant Andrew Miller	\$29.20/hr		bi-weekly
Clerk to Court Justice Gertrude Pick	\$13.19/hr		bi-weekly
Part-time Clerk Michaela Traglia	\$12.90/hr		bi-weekly
Supervisor Patrick M. Tyksinski		\$14,795	bi-weekly
Deputy Town Supervisor Matthew Bohn		\$ 1,000	bi-weekly
Account Clerk Carol Ryan	\$23.46/hr		bi-weekly
Finance Director Daniel Dreimiller		\$38,110	bi-weekly
Account Clerk Janice O'Sullivan	\$17.48/hr		bi-weekly
Assessor Darlene Abbatecola	\$26.65/hr		bi-weekly
Real Property TSA Teresa Brown	\$15.01/hr		bi-weekly
Assessor Temporary Clerk Margaret Jones	\$11.00/hr		bi-weekly
BAR Member Krista Pembroke		\$ 400	annually
BAR Chairman Duane C. Farr		\$ 500	annually
BAR Member James P. Varieur		\$ 400	annually
BAR Member Byron W. Elias		\$ 400	annually
BAR Member Jonathan Purdy		\$ 400	annually
Town Clerk/Receiver Gail Wolanin Young		\$46,365	bi-weekly
Deputy Town Clerk I Melody K. Fancett	\$13.51/hr		bi-weekly
Deputy Town Clerk II	\$10.75/hr		bi-weekly
Clerk Part-time Andrea K. Toomey	\$14.81/hr		bi-weekly
Clerk Part-time (Caroline D. Arancio)	\$ 8.47/hr		bi-weekly
Personnel Technician II Barbara Schwenzfeier	\$26.80/hr		bi-weekly
Town Attorney Herbert J. Cully		\$54,590	bi-weekly
Cleaner Part-time Roger Jones	\$10.39/hr		bi-weekly
Cleaner, Part-time Sub (formerly Lewis Smith)	\$10.71/hr		bi-weekly

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 23 of 39

*Police Chief Michael Inserra	\$48.60/hr	All Police bi-weekly
*Police Lieutenant Timothy O'Neill	\$39.13/hr)	
*Police Officer Andrew Allen	\$28.49/hr)	
*Police Officer Peter Allen	\$26.49/hr)	
*Police Officer Peter Colburn	\$29.91/hr)	
*Police Officer W. Jason Freiberger	\$28.49/hr)	
*Police Officer Justin Gehringer	\$28.49/hr)	
*Police Officer Daniel G. Herman	\$28.49/hr)	
*Police Officer James Hyatt II	\$28.49/hr)	
*Police Officer Thomas Hulser	\$28.49/hr)	
*Police Officer Jarod T. Petrie	\$28.49/hr)	
*Police Officer Brad Pietryka	\$29.91/hr)	
*Police Officer Patrick Sacco	\$28.49/hr)	
*Police Officer Matthew J. Sica III	\$29.91/hr)	
*Police Officer Jordan Spinella	\$28.49/hr)	
*Police Officer Shane Yoxall	\$28.49/hr)	
*Police Officer Part-time Scott Adsit	\$28.49/hr)	
*Police Officer Part-time Daniel Buley	\$28.49/hr)	
*Police Officer Part-time AnneMarie Brelinsky	\$28.49/hr)	
*Police Officer Part-time Andrew Miller	\$28.49/hr)	
*Police Officer Part-time Michael Reilly	\$28.49/hr)	
*Police Officer Part-time Jason Livingston	\$28.49/hr)	
*Police Officer Part-time Joseph Zwijacz	\$28.49/hr)	
*Police Sergeant Ronald Fontaine, Jr.	\$33.81/hr)	
*Police Sergeant Michael Kowalski	\$33.81/hr)	
*Police Sergeant Robert Philo	\$33.81/hr).....	
School Crossing Guard Rosemari Bennett	\$9.77/hr	bi-weekly
School Crossing Guard Bernard Green	\$9.77/hr	bi-weekly
School Crossing Guard MaryAnn Jordan	\$9.77/hr	bi-weekly
School Crossing Guard Susan Jordan	\$9.77/hr	bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$9.77/hr	bi-weekly
School Crossing Guard Part-time Tina Ryan	\$9.77/hr	bi-weekly
School Crossing Guard Part-time (Subs):		
David Burnham	\$9.77/hr	bi-weekly
Paul Lewis	\$9.77/hr	bi-weekly
James Wilcox	\$9.77/hr	bi-weekly
Mary C. Wilcox	\$9.77/hr	bi-weekly
**Senior Account Clerk Typist Michele Moran	\$19.03/hr **Under Negotiations	bi-weekly
**Senior Clerk Amy Topor	\$18.89/hr Union Contract	bi-weekly
**Senior Typist Susan M. Donnenwirth	\$15.08/hr Expires 12/31/2013.....	bi-weekly
Animal Control Officer Nicholas J. Morosco	\$20.66/hr	bi-weekly
ACO Part-time (vacant)	\$13.45/hr	bi-weekly
ACO Part-time Austin Szkotak	\$13.45/hr	bi-weekly
Clerk Candy J. Currier	\$14.37/hr under negotiations	bi-weekly
Highway Superintendent Richard Sherman	\$47,720	bi-weekly
Clerk Part-time Janet Bennett	\$8.22/hr	bi-weekly
Clerk Part-time Bernard Green	\$8.22/hr	bi-weekly
Clerk Part-time Cherly Kupiec	\$7.98/hr	bi-weekly
Meal Site Manager Sub Marjorie Anweiler	\$12.36/hr	bi-weekly
Clerk Sub Marjorie Anweiler	\$8.72/hr	bi-weekly
Food Service Helper Part-time John		

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 24 of 39

“Jack” Jecko	\$10.09/hr		bi-weekly
Food Service Helper Sub Carolyn Burney	\$9.53/hr		bi-weekly
Meal Site Manager Part-time Theresa Hock	\$12.36/hr		bi-weekly
Senior Citizen Center Coordinator M. Eileen Spellman	\$20.36/hr		bi-weekly
Clerk Typist Maureen Owens	\$18.89/hr	*under negotiations	bi-weekly
Youth Employment Director Maureen Owens		\$6136	bi-weekly
Director of Recreation Center John C. Cunningham	\$24.16/hr	*under negotiations	bi-weekly
Director of Recreation Programs Michael Jeffery	\$30.37/hr		bi-weekly
Laborer Sheldon Gordon	\$11.15/hr)	* all under	bi-weekly
Recreation Maintenance Worker Michael K. Natale	\$15.57/hr)	negotiations	bi-weekly
Recreation Maintenance Worker John Randall	\$15.57/hr)		bi-weekly
Recreation Maintenance Worker James Miller	\$14.21/hr)		bi-weekly
Working Supervisor Brian Jenny	\$19.71/hr)		bi-weekly
Working Supervisor James R. Campbell	\$16.98/hr)		bi-weekly
Registrar of Vital Statistics Gail Wolanin Young		\$12,127	bi-weekly
Deputy Registrar of Vital Statistics Shelby L. Bohling	\$11.47/hr		bi-weekly
Assistant Codes Enforcement Officer Thomas Rowlands	\$21.22/hr		bi-weekly
Codes Enforcement Officer Joseph A. Booth	\$44.52/hr		bi-weekly
Zoning Enforcement Officer Part-time Carmen Anthony Luppino	\$21.22/hr		bi-weekly
Codes Enforcement Officer Part-time Anthony Klimek		\$30,900	bi-weekly
Office Specialist I Part-time Dolores B. Shaw	\$11.32/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 Timothy Tallman		\$ 1,250	semi-annual
ZBA Member Karen Stanislaus		\$ 1,250	semi-annual
ZBA Secretary Dolores B. Shaw	\$11.32/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 (vacant)		\$ 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	\$11.32/hr		bi-weekly
Automotive Mechanic Gerald Webb	\$28.77/hr)	Currently	bi-weekly
Automotive Mechanic Thomas Smith	\$22.95/hr)		bi-weekly
Heavy Equipment Operators:			

REGULAR TOWN BOARD MEETING
 January 8, 2014
 Page 25 of 39

Michael L. Coonradt	\$23.36/hr)		bi-weekly
Robert J. Dziedzic	\$23.42/hr)		bi-weekly
Corey Halpin	\$23.36/hr)	Under	bi-weekly
William Marshall	\$24.10/hr)		bi-weekly
Kevin W. Martin	\$23.53/hr)		bi-weekly
Christopher R. Moran	\$23.36/hr)		bi-weekly
Norman Naber	\$23.71/hr)		bi-weekly
Michael Roberts	\$23.36/hr)	Union	bi-weekly
Michael Smoulcey	\$23.36/hr)		bi-weekly
Laborer Christopher Budlong	\$14.85/hr)		bi-weekly
Laborer James Hinman	\$14.42/hr)		bi-weekly
Laborer Kevin Mathews	\$14.85/hr)		bi-weekly
Laborer Jeramy Waterman	\$14.20/hr)	Negotiations	bi-weekly
Laborer Mark Glenn	\$14.20/hr)		bi-weekly
Motor Equipment Operator Jesse Conhaim	\$20.46/hr)		bi-weekly
Bryon Rich	\$20.46/hr)	Expired	bi-weekly
Joseph G. Fletcher	\$21.86/hr)		bi-weekly
Keith Gehringer	\$20.46/hr)	12/31/20	bi-weekly
Jeffery M. Mundrick	\$20.46/hr)		bi-weekly
Thomas S. Panzone, Jr.	\$20.46/hr)		bi-weekly
Brian Smith	\$20.46/hr)		bi-weekly
Timothy Solan	\$20.46/hr)		bi-weekly
Sewer Superintendent Richard Sherman		\$17,280	bi-weekly

The Town Board voted upon roll call, as follows:

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

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

REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE CHAIRPERSON

Town Clerk Committee – Councilman Woodland

Dog Quarantine – Deer Depredation

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

(RESOLUTION NO. 27 OF 2014)

RESOLVED that, in accordance with Local Law No. Seven of 2010 (Chapter 56, DOGS AND PETS) of the Town Code, the New Hartford Town Board does hereby institute a

quarantine on dogs for the protection of deer in the Town of New Hartford. All dogs shall be securely confined during a period of time beginning twenty-four (24) hours after publication of a legal notice in the Town's official newspaper and continuing until April 15, 2014. The Town Clerk is hereby authorized and directed to publish such legal notice in The Observer Dispatch on January 15, 2014. Any dog found chasing or worrying deer during said quarantine could be seized. A dog that attacks a deer at any time shall be in violation of this Law and shall be subject to fines.

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

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

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

Training – Association of Towns Meeting/New York City, NY

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

(RESOLUTION NO. 28 OF 2014)

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 2014 New York State Association of Towns educational seminar in New York City, New York:

- Deputy Supervisor Matthew Bohn II
- Councilman Miscione
- Councilman Woodland
- Town Attorney Herbert J. Cully
- Highway Superintendent Richard C. Sherman
- Codes Enforcement Officer Joseph Booth
- Assessor Darlene Abbatecola.

And be it

FURTHER RESOLVED that the Town of New Hartford shall pre-pay the conference registration and hotel single-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 Supervisor's secretary, Carol Ryan. Expenditures less than Twenty-five Dollars (\$25) from a street vendor for food will not require a receipt.

The Town Board then voted upon roll call:

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

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Transportation Allowance – NYS Association of Towns Seminar

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

(RESOLUTION NO. 29 OF 2014)

WHEREAS, the Town Board has authorized certain Town officials and employees to attend the February 2014 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:

- 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 will be reimbursed the actual mileage at the rate of Forty-six Cents (\$.46) per mile.

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

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

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Designation of Delegate/Alternate – NYS Association of Towns Seminar

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

(RESOLUTION NO. 30 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby designate Councilman Paul Miscione as Delegate to attend the Annual Business Session of the Association of Towns of the State of New York, to be held in New York City, on February 19, 2014, and to cast the vote of the Town of New Hartford, pursuant to Section 6 of Article III of the Constitution and By-Laws of said Association; and be it

FURTHER RESOLVED that, in the absence of Delegate Paul Miscione, said Town Board does hereby designate Councilman Richard B. Woodland, Jr. as the Alternate to cast the vote of said Town.

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

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

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

Inter-municipal Agreement for Building Code Services – Village of New Hartford

This Agreement expired December 31, 2013; the Village of New Hartford will be contacted to determine their interest in continuing with the Town services.

DECALS – License Sales Equipment Disposal Waiver Form (NYS Department of Environmental Conservation)

Upon presentation by the Town Clerk, Councilman Miscione introduced the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 31 OF 2014)

WHEREAS, the New York State Department of Environmental Conservation (DEC) will cease operation of their DECALS automated system through VERIZON for the sale of hunting, bowhunting, muzzleloading, trapping and fishing licenses, among others, effective January 1, 2014; and convert license sales through ACCELA; and

WHEREAS, said DEC has offered licensing agents the following options for the state-issued computers and appurtenances at their point of sale:

- Return all equipment to DEC at the licensing agents' expense
- Recycle the equipment
- Donate the equipment to a charitable organization
- Disposal of equipment in a landfill;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct that the following state-owned equipment be disposed of through a landfill and that the Town Clerk be, and she hereby is, authorized and directed to sign the License Sales Equipment Disposal Waiver Form that the following equipment, loaned to the Town of New Hartford from DEC for the sole purpose of selling sporting licenses as an Agent under the DEC, has been properly disposed of in a landfill.

A roll call vote was duly held as follows:

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

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

Training - Oneida County Association of Towns Meeting

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

(RESOLUTION NO. 32 OF 2014)

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 Assessor Abbatecola, Highway Superintendent Sherman, Town Attorney Cully, Councilman Miscione, Supervisor Tyksinski, Deputy Supervisor Bohn, Councilman Messa and Councilman Reynolds to attend the Oneida County Association of Towns Business meeting on January 21, 2014 in Yorkville, New York, with expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

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

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

PUBLIC SAFETY & COURTS COMMITTEE – Councilman Reynolds

Agreement – Oneida County STOP DWI Program

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

(RESOLUTION NO. 33 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Town of New Hartford Police Department and the Oneida County STOP DWI Program for calendar year 2014; this agreement provides \$35,000 for the Police Department to participate in the STOP DWI Program; and be it

The Supervisor polled the Board, which voted as follows:

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

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

PUBLIC WORKS & SEWER COMMITTEE – Councilman Miscione

Stormwater – Jordan Road

Upon recommendation of the Highway Superintendent, Councilman Miscione introduced the following Resolution, which was seconded by Councilman Reynolds:

(RESOLUTION NO. 34 OF 2014)

RESOLVED that the New Hartford Town Board does hereby authorize and direct that a survey be obtained to resolve a stormwater matter on Jordan Road with the cost of said survey being capped at Ten Thousand Dollars (\$10,000); the Town Board does further authorize and direct the Town Supervisor to enter into and to execute any required documents pertaining to this survey.

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

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

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

Agreement – Sewer Repairs/Arlington Terrace-Higby Road area

Highway/Sewer Superintendent Sherman presented an agreement for the Board's consideration and which agreement is "piggy-backed" on Oneida County bid prices received; the Town Attorney has reviewed the document. Thereafter, Councilman Miscione offered the following Resolution for adoption, seconded by Councilman Woodland:

(RESOLUTION NO. 35 OF 2014)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between said Town and Green Mountain Pipeline Service for sewer lining and spot repairs to the Town's sewer system in the areas of Arlington Terrace, Benton Circle and Higby Road; said contract is for a not-to-exceed cost of \$248,152 and which price is based upon bid prices received by Oneida County.

A roll call vote ensued:

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

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

Agreements – Sale of Brine/Municipalities

After a lengthy discussion, the following Resolution was offered for adoption by Councilman Reynolds and duly seconded by Councilman Miscione:

(RESOLUTION NO. 36 OF 2014)

RESOLVED that the New Hartford Town Board does hereby approve and authorize that Agreements be entered into with other municipalities that desire to purchase brine from the New Hartford Highway Department at a cost of Twenty Cents (\$.20) per gallon for a one-year period beginning January 1, 2014 and ending December 1, 2014 and that the Town Supervisor be authorized and directed to sign any such Agreements.

The Supervisor polled the Board, which voted as follows:

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

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

MATTERS SUBMITTED BY COUNCILMEN / TOWN ATTORNEY

Councilman Messa :

- **Town Website** – would like discussion on enhancing the Town Website with images, bios, etc., noting that at a recent public hearing, a woman didn't know who the Highway Superintendent was. Deputy Supervisor Bohn believes the Town needs a webmaster, consider what services the library might offer and consider Digital Towpath. The Deputy Supervisor emphasized the need to have someone responsible for the website; otherwise, it just sits there. Councilman

Messa will work with the Deputy Supervisor and Councilman Miscione on this matter.

- **Televising Town Board meetings** – to keep open communication lines. Many senior citizens and families are unable to attend these meetings. Councilman Messa will investigate costs associated with the public access channel through Time Warner Cable.

MATTERS SUBMITTED BY TOWN SUPERVISOR

Agreement – 2014 Animal Control Service; Town of Kirkland

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

(RESOLUTION NO. 37 OF 2014)

RESOLVED that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute an Agreement between the Town of New Hartford and the Town of Kirkland, wherein the Town of New Hartford will provide animal control services to the Town of Kirkland during calendar year 2014, in accordance with the terms and conditions set forth therein.

A roll call vote ensued:

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

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

Union Contract – Police Benevolent Association

Supervisor Tyksinski announced that based upon Town Board discussions during Executive Sessions, the Police Benevolent Association union contract has been completed. Summary of terms: 3-year contract from 2014 – 2016; 3%/3%/3%/raises; some changes to accumulation of sick days including lower amount of days for pay-out. Thereafter, Councilman Miscione introduced the following Resolution for adoption; seconded by Councilman Messa:

(RESOLUTION NO. 38 OF 2014)

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 34 of 39

RESOLVED that the Town Board of the Town of New Hartford does hereby approve the New Hartford Police Benevolent Association union contract as negotiated for the three-year period 2014 through 2016 and does further authorize and direct the Town Supervisor to execute any related union contract documents.

A roll call vote ensued:

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

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

Town Court – 2013 Audit

Finance Director Dreimiller referred to his December 11, 2013 report on the 3-year audit of the Town Court system, covering years 2010 - 2012. The same process for 2013 will be initiated and he will report to the Town Board in February 2014.

Status of Annual Audit – Appointment of Audit Firm

The appointment of an audit firm was stalled at the November 20, 2013 Town Board meeting when “*(Excerpt) ... Councilmen Woodland and Backman thought it should be bid. Supervisor Tyksinski noted that would be no problem but the last time the Town Board stalled, it ended up costing an extra \$1,000. The Town Supervisor asked the Town Board to go one more year with D’Arcangelo noting that professional services are not required to be bid and then re-bid next year. Consensus was to bid out the audit for 2013....END*”.

After a brief discussion, Councilman Messa then introduced the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 39 OF 2014)

RESOLVED that the New Hartford Town Board does hereby accept the Proposal submitted by D’Arcangelo & Associates in the amount of Twenty Thousand Five Hundred Dollars (\$20,500) to perform the 2013 Town audit and does further accept their quote in the amount of Sixty-two Hundred Dollars (\$6200) to perform a one-year audit of the financial records of the New Hartford Public Library; and be it

FURTHER RESOLVED that the said Town Board does hereby authorize and direct the Town Supervisor to execute all necessary documents with regard to both audits.

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

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

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

Bond Costs - Brine

The cost of additional bonding for brine-related matters will be discussed at the Town Board’s February 12, 2014 meeting.

Agreements – Ice Control Materials

The Highway Superintendent had submitted Agreements with the New Hartford Central School District and the Village of Yorkville. Thereafter, Councilman Woodland introduced the following Resolution for adoption; seconded by Councilman Valentine:

(RESOLUTION NO. 40 OF 2014)

RESOLVED that the New Hartford Town Board does hereby approve the following Ice Control Agreements and does hereby authorize and direct the Town Supervisor to enter into and to execute said Agreements for the services to be provided in accordance with the terms therein:

- Town of New Hartford and New Hartford Central School, for the purchase of ice control mix and/or pure salt, commencing November 1, 2013 and terminating October 31, 2014
- Town of New Hartford and Village of Yorkville, for the purchase of ice control mix and/or pure salt, commencing November 1, 2013 and terminating October 31, 2014.

The Town Board was polled and voted as follows:

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

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

Assessor Introduction

Councilman Miscione then introduced the new Assessor, Darlene Abbatecola.

Glendale Ave Extension

With regard to developer Robert Kessler's plans to extend Glendale Ave to construct homes, the Town Attorney suggested that the Town obtain additional information regarding stormwater matters that residents have brought to light. The Town's engineering firm is preparing a report. At the January 2, 2014 Special Town Board meeting, Councilman Reynolds had also inquired about road core samples. Highway Superintendent Sherman stated he was on-site and observed the performance; therefore, no core samples were taken.

Audit of Vouchers

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

(RESOLUTION NO. 41 OF 2014)

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

Brine Equipment Abstract #1-14		
Vouchers HS1-HS5	\$	64,408.50
Street Lighting Fund Abstract #1-14		
Vouchers SL1-SL2	\$	9,354.46
Zoning Study Abstract #1-14		
Vouchers H11	\$	6,914.00
Fire District Fund Abstract #1-2014		
Vouchers SF1	\$	26.13
Trust & Agency Fund Abstract #45-13		
Vouchers TT221 & TT229	\$	5,964.84
Trust & Agency Fund Abstract #46-13		

REGULAR TOWN BOARD MEETING
 January 8, 2014
 Page 37 of 39

Vouchers TT222-TT228	\$	13,980.17
Trust & Agency Fund Abstract #1-14		
Vouchers TT1-TT8	\$	13,364.95
Highway Fund Part-Town Abstract #16-13		
Vouchers DB758-DB760	\$	38,659.00
Highway Fund Part-Town Abstract #1-14		
Vouchers DB1-DB37; DB39-DB68	\$	104,902.00
General Fund Part-Town Abstract #28-13		
Vouchers BB175	\$	4,218.22
General Fund Part-Town Abstract #29		
Vouchers BB176	\$	392.62
General Fund Part-Town Abstract #30		
Vouchers BB177	\$	32.22
General Fund Part-Town Abstract #1-14		
Vouchers BB1-BB5	\$	266.25
General Fund Whole-Town Abstract #39-13		
Vouchers A1279-A1284; A1411-A1414	\$	3,856.04
General Fund Whole-Town Abstract #39-13		
Vouchers A1410	\$	11,617.69
General Fund Whole-Town Abstract #40-13		
Vouchers A1415-A1423	\$	31,111.08
General Fund Whole-Town Abstract #1-14		
Vouchers AA1-AA38; AA40-AA83	\$	50,863.26
General Fund Part-Town Police Abstract #28-13		
Vouchers BP266-BP268	\$	39,713.59
General Fund Part-Town Police Abstract #29-13		
Vouchers BP269	\$	183.00
General Fund Part-Town Police Abstract #1-14		
Vouchers BP1-BP9	\$	7,889.78
Sewer Fund Abstract #31-13		
Voucher SS102	\$	60.24
Sewer Fund Abstract #32-13		
Voucher SS103-SS105	\$	5,734.99
Sewer Fund Abstract #1-14		
Voucher SS1-SS3	\$	5,088.40
TOTAL:	\$	418,601.43

Upon roll call, the Board members voted as follows:

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

Councilman Messa - Aye
Supervisor Tyksinski - Aye.

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

EXECUTIVE SESSION

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

(RESOLUTION NO. 42 OF 2014)

RESOLVED that the New Hartford Town Board does hereby move to enter into an Executive Session to discuss the Town's strategy with union negotiations for the Dispatch Agreement, Highway Department Agreement and Parks & Recreation Agreement.

A roll call vote ensued:

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

Thereafter, the Resolution was declared unanimously carried and duly **ADOPTED**. All persons present, including the news media and Department Heads, were then excused from the meeting at 8:33 P.M. The Town Attorney and Deputy Supervisor remained for the Executive Session.

END OF EXECUTIVE SESSION

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

(RESOLUTION NO. 43 OF 2014)

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

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

Councilman Miscione - Aye
Councilman Reynolds - Aye

REGULAR TOWN BOARD MEETING

January 8, 2014

Page 39 of 39

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

The Supervisor declared the Resolution unanimously carried and duly *ADOPTED*; the Executive Session ended at 8:45 P.M. The regular portion of the Town Board meeting was immediately reconvened and the public re-invited to join the meeting.

ADJOURNMENT

There being no further business to come before the Town Board, upon motion duly made by Councilman Reynolds and seconded by Councilman Miscione, the meeting was adjourned at 8:46 P.M.

Respectfully submitted,

Gail Wolanin Young, Town Clerk