

**REGULAR MEETING OF THE TOWN BOARD  
OF THE TOWN OF NEW HARTFORD, NEW YORK  
HELD AT BUTLER MEMORIAL HALL, NEW HARTFORD, NY ON  
WEDNESDAY, MAY 23, 2018, 2018, AT 6:00 P.M.**

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

**TOWN BOARD MEMBERS PRESENT:**

Councilman James J. Messa  
Councilman Philip S. Cittadino  
Councilman David M. Reynolds  
Councilman Richard B. Woodland, Jr.  
Supervisor Paul A. Miscione

**OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:**

Assessor Darlene Abbatecola  
Codes Enforcement Officer Joseph Booth  
Highway/Sewer Superintendent Richard C. Sherman  
Police Chief Michael S. Inserra  
Town Attorney Herbert J. Cully  
Town Clerk Gail Wolanin Young

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

MINUTES

*April 18, 2018 Town Board meeting*

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

**(RESOLUTION NO. 190 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby accept and approve as submitted the minutes of the Regular Town Board meeting held April 18, 2018 and does further waive the ready of the same.

Upon roll call, the Board members voted as follows:

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

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

PRESENTATIONS/COMMENTS

Glenn Erikson, owner of Hillside Garden Apartments, LCC for about eleven (11) years, was present to propose the rezoning of said apartment/townhouse complex from High Density Residential (HDR) and Medium Density Residential (MDR) to Residential Planned Development District (RPDD). Accompanying Mr. Erikson were David Ennis, project Architect; Julian F. Clark, project Engineer; Evelyn Mintonye, Rental Agent; Christine Abdo, Office Manager and Rental Agent; Richard Dowd, Maintenance Supervisor; Joan Dowd, Bookkeeper; and Ulysses Cullars, tenant.

The property consists of about 35 acres, about 26 of which are Hillside Garden Apartment buildings and the remainder of the Castle Estates development. In order to add more apartments/townhouses, frontage is needed along Oxford Road. Additionally, for financial reasons, an approved site plan is required as no site plan was done or required until recent years.

Their preliminary conceptual plan was described as follows: *The creation of a Planned Development District on the Hillside Garden Apartments property and the cutting parcel to the east – the 12 acre, vacant, landlocked remnant of the Castle Estates Subdivision. These two lots are to be combined and then subdivided into three lots: Lot A shall consist of that part of Hillside Garden Apartments which is currently built upon with 34 apartment buildings and associated roads and parking. Lot B shall consist of the currently vacant portion of the Hillside Garden Apartment site which is buildable, and that portion of the Castles Estates parcel which is buildable. Lot C shall consist of that portion of both lots which is defined by Sauquoit Creek, its 100 year flood plain, and the southernmost portion of the two parcels which border the Town of New Hartford's Washington Mills Athletic Park. Hillside Garden Apartments shall continue to operate on Lot A, a new 143 rental residential unit (consisting of townhouses and apartments) shall be developed on Lot B, and Lot C shall be donated to the Town of New Hartford for inclusion into the Washington Mills Athletic Park together with a pedestrian bridge linking the Lot B and Lot C across Sauquoit Creek, an extension of the Athletic Parks existing trails to the pedestrian bridge, a new tennis court, and a dog run.*

In addition, he would like to make the flood situation better, and raise the creek bank by about a 500 year flood plain, and build a mitigation pond. Discussion ensued about utilities that might be installed in the area as well as the Town/County sewer main, and the effects that a bike trail, duck (casting) pond, etc. might have upon the existing Imperial Drive-area homeowners.

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

**(RESOLUTION NO. 191 OF 2018)**

**WHEREAS**, over a 3-day timeframe (May 18, May 21, and May 22, 2018), Hillside Garden Apartments, LLC, filed with the Town Clerk their application for a Residential Planned Development District overlay for approximately 35 acres currently zoned Medium Density Residential (MDR) and High Density Residential (HDR); and

**WHEREAS**, said Hillside Garden Apartments, LLC, gave a preliminary report of their plans, interacting with the Town Board at their meeting on May 23, 2018; and

**WHEREAS**, the Town Board has determined that the aforesaid proposal merits review (Chapter 118-40);

**NOW, THEREFORE BE IT RESOLVED**, that the New Hartford Town Board does hereby declare itself as Lead Agency in the matter of SEQR.

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

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

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

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

**(RESOLUTION NO. 192 OF 2018)**

**RESOLVED**, that the New Hartford Town Board, having determined that the proposal of Hillside Gardens Apartments, LLC to establish a Residential Planned Development District overlay for approximately 35 acres, including the existing and future Hillside Garden apartments and or townhouses, does hereby refer their application and accompanying documents to the Town Planning Board for their review and recommendation, in accordance with the Town Code, Zoning Chapter 118, Section 40.

A roll call vote was duly held, as follows:

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

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

REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE

Town Clerk Committee – Councilman Woodland

**Standard Work Day and reporting Resolution for Elected and Appointed Officials**

Upon motion of Councilman Woodland and seconded by Councilman Messa, the following Resolution was put forth for adoption: - Phil 1.29 day

**(RESOLUTION NO. 193 OF 2018)**

**BE IT RESOLVED**, that the Town of New Hartford, Location Code 30071, hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Councilman Philip Cittadino xxx-xx-xxxx Reg No. 1.29 days

The Board voted upon roll call, resulting as follows:

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

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

Zoning (Codes) and Planning Committee

**Designation of Electrical Inspectors**

Upon presentation of the Codes Enforcement Officer, the following Resolution was introduced for adoption by Councilman Cittadino and seconded by Councilman Woodland:

**RESOLUTION NO. 194 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the following agency to perform electrical inspections in the Town of New Hartford, in accordance with the Town Code, Chapter 59 Electrical Standards, effective May 24, 2018:

- Independent Consolidated Services, 1410 Albany Street, Utica, NY 13501
  - Thomas Morosco
  - Robert Mutton.

A roll call vote ensued:

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

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

**Unsafe Buildings – Hearings Scheduled**

The Codes Enforcement Officer having submitted his written report to the Town Board and Town Clerk about the unsafe conditions at 4043 Oneida Street, New Hartford, and Irvin Avenue, New Hartford, the following Resolution was offered for adoption by Councilman Woodland, seconded by Councilman Cittadino:

**(RESOLUTION NO. 195 OF 2018)**

**Establish Hearing to Consider Code Enforcement Officer Report  
RE: Unsafe Building**

**4043 Oneida Street**

**[339.012-1-3]**

**[Property Owner: John & Margery Showalter]**

**WHEREAS**, the Code Enforcement Officer has inspected the property located at 4043 Oneida Street and has identified defects which deem said property to be unsafe or dangerous; and

**WHEREAS**, pursuant to provisions of Chapter 52 (Unsafe Buildings) of the Code of the Town of New Hartford, the Code Enforcement Officer has submitted a written report concerning the above property to the Town Board for consideration of said report and, if deemed appropriate, establishment of a hearing;

**NOW, THEREFORE, BE IT RESOLVED** that a hearing shall be held before the Town Board of the Town of New Hartford on the 6<sup>th</sup> day of June 2018, beginning at 5:15 P.M. to consider the report, determine if the building is unsafe, and if so, whether it is to be repaired or demolished and removed; and

**BE IT FURTHER RESOLVED** that the owner of the above property as listed on the current tax rolls shall receive notice of the hearing in accordance with Section 52-8 (Service of Notice) of Chapter 52 (Unsafe Buildings) of the Code of the Town of New Hartford .

Question of the adoption of the foregoing Resolution resulted as follows:

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

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

A motion to adopt the following Resolution was then made by Councilman Woodland and seconded by Councilman Cittadino:

**(RESOLUTION NO. 196 OF 2018)**

**Establish Hearing to Consider Code Enforcement Officer Report  
RE: Unsafe Building**

**Irvin Avenue, New Hartford**

**[349.008-2-24.3]**

**[Property Owner: Steve & Dori Pacheco]**

**WHEREAS**, the Code Enforcement Officer has inspected the property located at Irvin Avenue, New Hartford, and has identified defects which deem said property to be unsafe or dangerous; and

**WHEREAS**, pursuant to provisions of Chapter 52 (Unsafe Buildings) of the Code of the Town of New Hartford, the Code Enforcement Officer has submitted a written report concerning the above property to the Town Board for consideration of said report and, if deemed appropriate, establishment of a hearing;

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**NOW, THEREFORE, BE IT RESOLVED** that a hearing shall be held before the Town Board of the Town of New Hartford on the 6<sup>th</sup> day of June 2018, beginning at 5:45 P.M., or as soon thereafter as reached in the regular course of business, to consider the report, determine if the building is unsafe, and if so, whether it is to be repaired or demolished and removed; and

**BE IT FURTHER RESOLVED** that the owner of the above property as listed on the current tax rolls shall receive notice of the hearing in accordance with Section 52-8 (Service of Notice) of Chapter 52 (Unsafe Buildings) of the Code of the Town of New Hartford.

Question of the adoption of the foregoing Resolution resulted as follows:

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

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

Public Works and Sewer Committee

**2018 Agreement – Roadside Mowing**

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

**(RESOLUTION NO. 197 OF 2018)**

**RESOLVED** that the New Hartford Town Board does hereby authorize and direct the Town Supervisor and the Highway Superintendent to enter into and to execute the Roadside Mowing Agreement between the Town and the County of Oneida wherein the Town agrees to perform roadside mowing on the improved County road system located within the geographical boundaries of the Town for an agreed-upon price, during the period beginning May 14, 2018 and ending November 2, 2018.

The Town Board voted upon roll call as follows:

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

Supervisor Miscione - Aye.

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

**2018 Agreement – Roadside Ditching**

Councilman Messa moved the adoption of the following Resolution; seconded by Councilman Cittadino:

**(RESOLUTION NO. 198 OF 2018)**

**RESOLVED** that the New Hartford Town Board does hereby authorize and direct the Town Supervisor and the Highway Superintendent to enter into and to execute the Roadside Ditching Agreement between the Town and the County of Oneida wherein the Town agrees to perform roadside mowing on the improved County road system located within the geographical boundaries of the Town for an agreed-upon price, during the period beginning May 1, 2018 and ending December 1, 2018.

The Town Board voted upon roll call as follows:

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

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

**Declaration of Surplus Vehicles/Equipment – Authorization to Sell**

Upon request of the Highway Superintendent, the following Resolution was offered for adoption by Councilman Reynolds and duly seconded by Councilman Cittadino:

**(RESOLUTION NO. 199 OF 2018)**

**RESOLVED** that the Town Board of the Town of New Hartford does hereby declare as surplus the following vehicles/equipment:

- Highway Dept. 2001 Freightliner FL70 Cab and Chassis  
VIN#1FV6HJBB61HH40069
- Highway Dept. 2008 Ford Escape SUV VIN#1FMCU02Z48KD74264
- Parks Dept. Dumpsters 2 Vestil Model D300-HD Capacity 6000 lbs
- Parks Dept. Brush Hog Ford Mower Serial T6502 Component#22-112
- Parks Dept. V-Plow 04LA12568 Norst Welding



And be it

**FURTHER RESOLVED** that the aforesaid vehicles/equipment shall be placed for sale with Auctions International and once sold, the Town Clerk's office shall be notified and shall arrange to terminate insurance coverage on said vehicles.

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

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

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

Senior Citizen Committee – Councilman Messa

Upon request of the Director of Senior Services, the following Resolution was offered for adoption by Councilman Messa and seconded by Councilman Cittadino:

**RESOLUTION NO. 200 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby appoint Micaela Honsinger as a Part-time Clerk for the Summer Mentoring Program at the New Hartford Adult Dining and Activity Center, commencing Tuesday, May 24, 2018, at the hourly rate of Nine Dollars and Twenty-five Cents (\$9.25), payable bi-weekly.

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

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

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

Public Works & Sewer Committee – Supervisor Miscione

**Chenango Ave bridge**

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

**(RESOLUTION NO. 201 OF 2018)**

**RESOLVED** that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to sign the State contract – Multi-Modal agreement for the Chenango Ave bridge.

The Board voted upon roll as follows:

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

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

MATTERS SUBMITTED BY COUNCILMEN

Councilman Woodland

**Food Vendors in Sherrillbrook Park**

Councilman Woodland would like to check the proper procedure to allow food trucks at the Sherrillbrook Park on July 18 and August 15, 2018; he will report at the June 6, 2018 Town Board meeting.

MATTERS SUBMITTED BY TOWN SUPERVISOR

**Purchase Electric Car**

The Code Enforcement Office is “down” one car and the Town Supervisor recommended purchasing an electric vehicle. After some discussion, Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Messa:

**(RESOLUTION NO. 202 OF 2018)**

**RESOLVED** that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to purchase on State Contract #PC67784, one (1) 2018 Ford Focus electric car from Steet-Ponte Ford, Inc., in the amount of \$26,282.50.

Supervisor Miscione noted there is a Five Thousand Dollar (\$5,000) rebate/grant associated with the vehicle if purchased on or before May 31, 2018. A roll call vote was held and resulted as follows:

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

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

**Convenience fee/online transactions**

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

**(RESOLUTION NO. 203 OF 2018)**

**WHEREAS**, the Parks Department programs can now be paid online and the Town can accept e-checks, debit and credit for various activities;

**NOW, THEREFORE, BE IT RESOLVED** that the New Hartford Town Board does hereby establish a convenience fee which is chargeable to the customer(s) who use e-checks, debit and credit cards for transactions, effective immediately.

The Board voted upon roll call:

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

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

**Purchase offers - FEMA homes**

Supervisor Miscione read the list of homes involved in the State and Federal FEMA program, for which purchase offers have been approved:

State

- 6 Woodberry Road - purchase offer \$240,000
- 3562 Oneida Street - purchase offer \$ 79,000
- 3534-3536 Oneida Street - purchase offer \$110,050
- 3532 Oneida Street - purchase offer \$ 70,000
- 3528 Oneida Street - purchase offer \$ 70,000
- 3520 Oneida Street - purchase offer \$ 80,000

- 3506 Oneida Street purchase offer \$144,000

Federal

- 10 Henderson Street purchase offer \$100,528
- 12 Henderson Street purchase offer \$ 73,500
- 3524-3526 Oneida Street purchase offer \$ 90,000
- 6 Henderson Street purchase offer \$106,000.

FEMA homes – Asbestos removal bids; Award of bids

Supervisor Miscione received bids for asbestos removal at the following locations:

6 Henderson Street:

- Sullivan Contracting, Sauquoit, NY - \$2,000
- Two Brothers, Westmoreland, NY - \$2,800
- CRAL Contracting, Syracuse, NY - \$1,695

10 Henderson Street:

- Sullivan Contracting - \$21,000
- Two Brothers - \$20,600
- CRAL Contracting - \$14,995

12 Henderson Street:

- Two Brothers - \$12,300
- Sullivan Contracting - \$ 9,500
- CRAL Contracting - \$ 8,795.

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

**(RESOLUTION NO. 204 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby accept the low bid submitted by CRAL Contracting of Syracuse, New York, in the amount of \$1,695, for asbestos removal at 6 Henderson Street, New York Mills, Town of New Hartford, and does further award the contract for said work to CRAL Contracting.

A roll call vote ensued:

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

Councilman Woodland - Aye  
Supervisor Miscione - Aye.

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

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

**(RESOLUTION NO. 205 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby accept the low bid submitted by CRAL Contracting of Syracuse, New York, in the amount of \$14,995, for asbestos removal at 10 Henderson Street, New York Mills, Town of New Hartford, and does further award the contract for said work to CRAL Contracting.

A roll call vote ensued:

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

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

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

**(RESOLUTION NO. 206 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby accept the low bid submitted by Crowell Contracting of Syracuse, New York, in the amount of \$8,795, for asbestos removal at 12 Henderson Street, New York Mills, Town of New Hartford, and does further award the contract for said work to CRAL Contracting.

A roll call vote ensued:

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

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

**Authorization for Competitive Bid – Federal FEMA Buyout Program; asbestos remediation**

With regard to 3524-3526 Oneida Street, Chadwicks, under the federal FEMA program location, Supervisor Miscione stated that he had received multiple bids for asbestos remediation; however, they were all in excess of \$30,000, so this property must follow the competitive, sealed bid process. Thereafter, Councilman Messa introduced the following Resolution for adoption; seconded by Councilman Cittadino:

**(RESOLUTION NO. 207 OF 2018)**

**RESOLVED** that the New Hartford Town Board shall receive sealed bids for the asbestos remediation of 3524-3526 Oneida Street, Chadwicks, Town of New Hartford, under the FEMA program, and in accordance with Town specifications; all bids are to be received by the Town Clerk's Office no later than 10:45 A.M. on Wednesday, June 6, 2018, and then shall be publicly opened and read aloud at 11:00 A.M. on said date in the Community Meeting Room of Butler Memorial Hall, New Hartford, NY; and be it

**FURTHER RESOLVED**, that the said Town Board hereby authorizes and directs the Town Clerk to publish the legal requisite Advertisement-Invitation to Bid in The Observer Dispatch.

The Town Board voted upon roll call as follows:

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

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

**Authorization for Competitive Bid – State FEMA Buyout Program – Asbestos remediation**

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

**(RESOLUTION NO. 208 OF 2018)**

**RESOLVED** that the New Hartford Town Board shall receive separate sealed bids for the asbestos remediation under the State FEMA program, and in accordance with Town specifications, for each of the following properties in the Town of New Hartford:

- 6 Woodberry Road
- 3506 Oneida Street
- 3520 Oneida Street
- 3528 Oneida Street
- 3532 Oneida Street
- 3534-3536 Oneida Street
- 3562 Oneida Street;

all bids are to be received by the Town Clerk's Office no later than 10:45 A.M. on a date to be determined in June/July, 2018, and then shall be publicly opened and read aloud at 11:00 A.M. on said date in the Community Meeting Room of Butler Memorial Hall, New Hartford, NY; and be it

**FURTHER RESOLVED** that the said Town Board hereby authorizes and directs the Town Clerk to publish the legal requisite Advertisement-Invitation to Bid in The Observer Dispatch.

The Town Board voted upon roll call as follows:

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

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

**Cul-de-sac lawn maintenance**

The Board members discussed the maintenance of various cul-de-sacs after which Councilman Woodland offered the following Resolution for adoption; seconded by Councilman Cittadino:

**(RESOLUTION NO. 209 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize the hiring of one (1) part-time, seasonal laborer to perform grounds maintenance at the various cul-de-sacs in the Town, to take effect immediately. The hourly rate shall be the laborer rate specified in the union contract.

The Board voted upon roll call, resulting as follows:

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

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

**Parks Department – recycling drums**

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

**(RESOLUTION NO. 210 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the acquisition of recycling bins to be placed in the Donovan Memorial Park, Washington Mills Athletic Park and Sherrillbrook Park. The OneidaCounty Solid Waste Authority will provide the recycling bins at no cost to the Town of New Hartford.

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

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

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

**Appointments to newly-created Parks and Recreation Commission**

Councilman Messa introduced the following Resolution for adoption; Councilman Cittadino seconded same:

**(RESOLUTION NO. 211 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby appoint Daniel J. Trevisani as a Member of the newly-created Parks and Recreation Commission, effective May 24, 2018; his appointment shall be for five-years (5) with his term ending December 31, 2022.



A roll call vote ensued:

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

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

Thereafter, Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Cittadino:

**(RESOLUTION NO. 212 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby appoint Arthur W. Ellis as a Member of the newly-created Parks and Recreation Commission, effective May 24, 2018; his appointment shall be for three-years (3) with his term ending December 31, 2020.

A roll call vote ensued:

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

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

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

**(RESOLUTION NO. 213 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby appoint Victor J. Fariello, Jr. as a Member of the newly-created Parks and Recreation Commission, effective May 24, 2018; his appointment shall be for one year (1) with his term ending December 31, 2018.

A roll call vote ensued:

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

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

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

**(RESOLUTION NO. 214 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby appoint Jane P. Blaszcak as a Member of the newly-created Parks and Recreation Commission, effective May 24, 2018; her appointment shall be for two years (2) with her term ending December 31, 2019.

A roll call vote ensued:

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

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

Resolution No. 215 was introduced for adoption by Councilman Cittadino and seconded by Councilman Messa:

**(RESOLUTION NO. 215 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby appoint Michael A. Kennedy as a Member of the newly-created Parks and Recreation Commission, effective May 24, 2018; his appointment shall be for four years (4) with his term ending December 31, 2021.

A roll call vote ensued:

Councilman Messa	-	Aye
Councilman Cittadino	-	Aye

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

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

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

**(RESOLUTION NO. 216 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby appoint Daniel J. Trevisani as Chairman of the newly-created Parks and Recreation Commission for a one-year (1) term effective May 24, 2018, and which term will end on December 31, 2018.

The Board voted upon roll call, as follows:

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

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

**Assessment database increase**

Upon recommendation of the Town Supervisor, the following Resolution was introduced for adoption by Councilman Woodland and duly seconded by Councilman Reynolds:

**(RESOLUTION NO. 217 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize and direct the Town Assessor to add bridges and Town-owned roads into the Town's assessment database.

The Board voted upon roll call, as follows:

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

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

**Special District (Sewer) charges – Assessment/Tax roll**

Upon further recommendation of the Town Supervisor, Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Messa:

**(RESOLUTION NO. 218 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize and direct the Town Assessor to add approximately five hundred forty (540) parcels to the Town’s assessment/tax roll for Special District (sewer) charges.

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

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

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

**Parks Internship Mutual Agreement – Mohawk Valley Community College**

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

**(RESOLUTION NO. 219 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to enter into and to execute a Mutual Agreement between Mohawk Valley Community College, the Town of New Hartford, and the Recreation & Leisure Services Program at Mohawk Valley Community College with regard to the 90-hour internship for field work experience in parks and recreation, required for graduation.

Thereafter, the Board vote as follows:

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

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

**Park Alienation Form – Homeland Towers – Sherrillbrook Park**

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

**(RESOLUTION NO. 220 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to execute the park land alienation form with regard to Homeland Towers establishing a cellular tower site in the Sherrillbrook Park.

The Town Attorney noted that the alienation form has been completed by the Homeland Towers attorneys. Thereafter, the Board voted as follows:

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

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

**Seasonable appointment – Highway Department**

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

**(RESOLUTION NO. 221 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby appoint Joseph Scarafile as a temporary, seasonal laborer for the Highway Department, effective May 24, 2018, at the hourly rate of Ten Dollars (\$10), payable bi-weekly.

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

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

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

**Seasonal appointments – Parks Department**

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

**(RESOLUTION NO. 222 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby appoint the following persons as seasonal, temporary laborers in the Parks Department at the hourly rate of Nine Dollars and Twenty-five Cents (\$9.25), payable bi-weekly, said appointments to commence May 24, 2018:

- Nicholas Suits
- Cullen Moran
- Ryan Mammone
- AJ Talerico
- Noah Germaine

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

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

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

**Miscellaneous matters**

- Appraisal from Donato for Police/Courts property at Kellogg Road (1.84 acres) at “as is market value” is \$640,000.
- Barton & Loguidice state that Town must abolish the old stormwater districts prior to preparing any mapping; the Town Attorney asked that he be provided a list of the districts, then he will look into the matter and report to the Town Supervisor
- Revisions to the Town’s Code is being considered and the Town Attorney and Codes Enforcement Officer will meet to review proposed changes that will allow the Town to pass such items as engineering costs, to the developer.

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- With regard to “best value” bidding, the Town Attorney will prepare a draft local law for the June 6, 2018 Town Board meeting, after which a public hearing should be scheduled.
- Discussion ensued on RFQ (Requests for Qualifications) or competitive bidding for the interior build out of the former Gander Mountain that was purchased for new town offices, using the architect’s plans, and including the formation of a committee to assist the Town. Thereafter, Councilman Messa introduced the following Resolution for adoption; seconded by Councilman Cittadino:

**(RESOLUTION NO. 223 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby authorize and direct the Town Supervisor to go out to bid for the interior build out of the former Gander Mountain, for Town offices, to prepare a Request for Qualifications (RFQ) and advertise in The Observer Dispatch and other media, allowing three (3) to four (4) weeks for responses, the date to be set by the Town Supervisor.

The Board then voted by roll call, as follows:

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

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

**Refund – Summer Playground Program**

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

**(RESOLUTION NO. 224 OF 2018)**

**WHEREAS**, Christine Perini of 41 Merritt Place, New Hartford, New York 13413, had enrolled her child in the Town’s six-week Summer Playground Program, paying the registration fee of Two Hundred Dollars (\$200) by personal check; and

**WHEREAS**, Ms. Perini subsequently paid the same fee in error for the same child by debit card;

**NOW, THEREFORE, BE IT RESOLVED**, that the New Hartford Town Board does hereby authorize the Finance Department to issue a Two Hundred Dollar (\$200) refund to Ms. Perini contingent upon her showing satisfactory evidence of the double payment.

A roll call vote followed:

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

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

**Personnel changes – Supervisor’s Office**

Long-time Secretary Carol Ryan has retired and the Supervisor wants to hire a part-time secretary since his office has assumed all duties of the Parks Department, including summer programs. He is moving Human Resource Department Head (Personnel Technician II) Barbara Schwenzfeier from her office on the first floor of Butler Memorial Hall to his office on the second floor with a part-time secretary, where money is collected. He wants to pay Ms. Schwenzfeier a stipend for additional duties. Upon request of the Town Supervisor, Councilman Woodland moved the following Resolution for adoption; seconded by Councilman Reynolds:

**(RESOLUTION NO. 225 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby appoint Viktoriya Runkevich as a Clerk, Part-time, in the Supervisor’s Office, effective June 11, 2018, at an hourly rate of Fourteen Dollars and Eighty-three Cents (\$14.83) for a work week not to exceed 17.5 hours; said hourly rate reflects no benefits to be derived such as health insurance.

The Town Board voted upon roll call, as follows:

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

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



Supervisor Miscione recommended increasing the hourly wage of Human Resource Department Head Schwenzfeier for the expanded hours that she will incur for typing his letters, her human resource duties and the Town's website. He recommended raising her hourly rate to \$37.88. Some Board members questioned her current salary (about \$31,000). After further discussion, Councilman Reynolds offered the following Resolution for adoption; seconded by Councilman Cittadino:

**(RESOLUTION NO. 226 OF 2018)**

**RESOLVED**, that the New Hartford Town Board does hereby approve an hourly wage increase for Human Resource Department Head Schwenzfeier so that her hourly rate will be Thirty-seven Dollars and Eighty-eight Cents (\$37.88), effective May 24, 2018.

A roll call vote ensued:

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

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

**Street Lights – Routes 5 – 8 – 12 - 840**

Councilman Reynolds initiated discussion at the May 2, 2018 Town Board meeting about his concerns involving the lack of street lighting at the Routes 5, 8, 12, and 840 interchange. These existing lights had, at one time, been lit but the City of Utica had them turned off. Councilman Reynolds offered the following Resolution for adoption, seconded by Councilman Cittadino:

**(RESOLUTION NO. 227 OF 2018)**

**RESOLVED**, that the Town Board of the Town of New Hartford does hereby direct the Town Supervisor to send a letter to the City of Utica urging them to reactivate the street lights on Routes 840 and 5, within their jurisdiction, due to the darkness of that section of highways.

The Resolution was voted upon as follows:

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

Councilman Woodland - Aye  
Supervisor Miscione - Aye.

The Town Supervisor declared the Resolution unanimously carried and duly **ADOPTED**. He will have Ms. Schwenzfeier draft a letter to the City.

**Audit of Vouchers**

Councilman Cittadino moved the following Resolution for adoption, seconded by Councilman Reynolds:

**(RESOLUTION NO. 228 OF 2018)**

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

Street Lighting Abstract #5	
Vouchers SL5	\$ 8,774.09
Capital Projects – Equip 2018 - Abstract #3	
Vouchers H96-H97	\$ 188,507.28
FEMA – Fed.- Abstract #3	
Vouchers C13-C15	\$ 10,996.00
Fire District- Abstract #5	
Vouchers SF8	\$ 631.35
Highway Fund Part-Town Abstract #10	
Vouchers DB319-DB323	\$ 1,454.81
Highway Fund Part-Town Abstract #11	
Vouchers DB324-DB325	\$ 25,445.52
Highway Fund Part-Town Abstract #12	
Vouchers DB326-DB387	\$ 72,297.84
General Fund Part-Town Abstract #10	
Vouchers BB71-BB73	\$ 1,226.69
General Fund Part-Town Abstract #11	
Vouchers BB74-BB87	\$ 13,175.29
General Fund Part-Town Police Abstract #10	
Vouchers BP98-BP99	\$ 4,321.76
General Fund Part-Town Police Abstract #11	
Vouchers BP100-BP119	\$ 58,450.61
Trust & Agency Fund Abstract #17	
Vouchers TT66-TT72	\$ 10,266.87
Trust & Agency Fund Abstract #18	
Vouchers TT73-TT75	\$ 3,999.33

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Trust & Agency Fund Abstract #19 Vouchers TT76-TT83	\$ 8,860.99
Trust & Agency Fund Abstract #20 Vouchers TT84-TT90	\$ 10,157.61
Trust & Agency Fund Abstract #21 Vouchers TT91-TT94	\$ 11,688.00
General Fund Whole-Town Abstract #11 Vouchers AA387-AA396	\$ 19,646.68
General Fund Whole-Town Abstract #12 Vouchers AA397-AA504	\$ 169,927.35
Sewer Fund Abstract #10 Vouchers SS32	\$ 42,377.00
Sewer Fund Abstract #11 Vouchers SS33-SS34	\$ 4,120.51
Sewer Fund Abstract #12 Vouchers SS35-SS39	\$ 13,348.83
<b>TOTAL:</b>	<b><u>\$ 679,674.41</u></b>

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made and seconded, the meeting was adjourned at 8:37 P.M.

Respectfully submitted,

Gail Wolanin Young, Town Clerk