

**ORGANIZATIONAL MEETING OF THE
TOWN BOARD OF THE TOWN OF NEW HARTFORD,
NEW YORK, HELD AT THE MUNICIPAL BUILDING,
8635 CLINTON STREET IN SAID TOWN ON
THURSDAY, JANUARY 2, 2020 AT 6:00 P.M.**

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

TOWN BOARD MEMBERS PRESENT:

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

OTHER TOWN OFFICIALS/ EMPLOYEES PRESENT:

Deputy Town Supervisor Anthony Trevisani
Director of Personnel Barbara Schwenzfeier
Highway/Sewer Superintendent Richard C. Sherman
Town Attorney Herbert J. Cully
Town Clerk Gail Wolanin Young
Town Police Chief Michael S. Inserra

A quorum was declared present for the transaction of business.

2020 Organizational Resolutions

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

(RESOLUTION NO. 1 OF 2020)

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 2020;

RESOLVED that Paul A. Miscione, Supervisor of the Town of New Hartford, New York, be and he hereby is authorized and directed to sign all checks for the disbursement of funds of the Town of New Hartford for the Fiscal Year 2020;

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

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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 2020, Effective January 1, 2017, Officials and employees shall be paid for travel as provided in the Internal Revenue Service (IRS) rules and regulations; namely, from the town office to the destination and return to the town office;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate as Official Depositories in which all funds of the Town of New Hartford shall be deposited in 2020 the following institutions:

- M & T Bank (Tax Collection)
- NBT Bank, N.A.
- Adirondack Bank

and that the Town Supervisor or Deputy Town Supervisor of said Town be and hereby is authorized and directed to secure a Pledge of Security covering the maximum amount of money the Town would have on deposit at any one time during the Fiscal Year 2020 from each of the Official Depositories designated. A written security agreement and custodial agreement (which can be combined into one document) must be obtained. The Town, however, will try to have delivery of the collateral to an unrelated third party. If this cannot be effected, then all pertinent legal and financial risks will be evaluated;

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

RESOLVED that the New Hartford Town Board does hereby appoint Anthony J. Trevisani as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2020, and ending December 31, 2020, 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 2020 at a contractual sum of \$3,700.00 payable to the Historical Society;

RESOLVED that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Anthony J. Trevisani as Deputy Town Supervisor, to serve at the pleasure of the Town Supervisor, with a corresponding stipend of One Thousand One Hundred Dollars (\$1,100) annually;

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RESOLVED that Anthony J. Trevisani, Deputy Town Supervisor of the said Town be, and he hereby is authorized and directed to sign all checks for disbursements of funds of said Town for Fiscal Year 2020, in the absence of the Town Supervisor;

RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor or Director of Finance/Bookkeeper 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 Spectrum, for credit card payments, and to the United States Postal Service (electronic replenishing of postage meter) without prior final audit by the Town Board and does further authorize the Town Supervisor or Director of Personnel 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 December 5, 2018.

RESOLVED that the New Hartford Town Board does hereby re-adopt the Official Investment Policy for the Town of New Hartford originally adopted on March 3, 1993, last amended on July 13, 2013, and in accordance with Chapter 708 of the Laws of 1992;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate The Observer Dispatch as the Town's official newspaper for Fiscal Year 2020.

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 2020 as set forth in the attached Schedule "A" that is made a part of this Resolution;

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SCHEDULE "A"
RULES OF PROCEDURE

I. REGULAR MEETINGS:

Regular meetings of the New Hartford Town Board shall be held in the Town of New Hartford Municipal Building, 8535 Clinton Street, New Hartford, New York, on the following Wednesdays commencing at 6:00 P.M. for the Fiscal Year 2020, unless otherwise changed and publicized:

January 8; January 22

February 5

March 4; March 18

April 15; April 29

May 13; May 27

June 10;

July 22

August 19

September 9; September 23

*October 5; **October 21

***November 5, November 20

December 9, December 23

*(Tentative Budget to Town Board)

**October .. (preliminary budget to be adopted)

***November .. (annual budget adoption deadline)

II. SPECIAL MEETINGS:

The Supervisor may, and upon written request of two (2) members of the Board, call a special meeting of the Town Board at any time by giving at least three (3) days' notice in writing (email) to the Town Clerk and other members of the Board of the time when and the place where the meeting is to be held.

III. QUORUM:

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

IV. VOTING UPON QUESTIONS:

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

V. STANDING COMMITTEES:

The Supervisor shall appoint the following Standing Committees:

- Assessor
- Human Resource
- Public Safety and Courts
- Public Works and Sewer
- Senior Citizens
- Town Clerk
- Village/Town/School Liaison
- Zoning (Codes) and Planning
- Library

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

VI. SPECIAL COMMITTEES:

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

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

Assume the duties of the Chairperson in his/her absence

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- Maximum number of members to be determined by the Department Head. Unexcused absence from four (4) consecutive meetings is cause for removal of member(s) by the Chairperson

If possible, each group shall consist of one member from each of the four (4) Wards in the Town. Selection of Members:

1. Participation shall be based on written request to the Department Head for consideration.
2. Appointed by the Town Board
3. If there are more volunteers than openings, membership shall be determined by the Department Head who shall consider:
 - i. Resume or list of qualifications
 - ii. Personal interview

- Term limits not to exceed two (2) four-year terms, which shall be staggered
- Remuneration to members shall require Town Board budget approval
- Department Heads shall maintain a list of all appointments and terms which shall be reviewed annually with the Town Board and filed with the Town Clerk's Office

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

INCLUDES:
Climate Smart Committee

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.

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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 Hearing (6:00 P.M.)
- Consideration of Public Presentations
- Reports of Town Officials presented by the Chairperson of the respective Standing Committee
- Reports of Standing Committees
- Reports of Special Committees
- Consideration of matters submitted by Town Board members
- Consideration of matters submitted by Town Supervisor in the following order:
 - Financial and other routine reports
 - Miscellaneous communications
 - Unfinished business
 - New business.

VIII. LEGISLATIVE MATTERS:

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

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:

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

The Resolutions were unanimously carried and duly **ADOPTED**.

Training – NYS Association of Towns Conference

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

(RESOLUTION NO. 2 OF 2020)

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; and

WHEREAS, at the December 18, 2019 Town Board meeting the following officials/employees were authorized to attend the 2020 Training School and Annual Meeting of the Association of Towns of the State of New York from February 16, through February 19, 2020 in New York City, New York with expenses to be borne by said Town as budgeted;

- Supervisor Paul Miscione
- Councilman Richard B. Woodland, Jr.
- Councilman Richard M. Lenart
- Director of Personnel Barbara Schwenzfeier
- Town Attorney Herbert C. Cully

NOW, THEREFORE, BE IT RESOLVED that the said Town Board does hereby designate Richard M. Lenart and Richard B. Woodland, Jr. as Delegate and Alternate, respectively, to attend the Annual Business Session of the Association of Towns of the State of New York on February 19, 2020 and to cast the vote of the Town of New Hartford; and be it

FURTHER RESOLVED, upon return from said Training School, each Town Official shall substantiate their expenditures with supporting documents/receipts and deliver to the Town Bookkeeper.

(NOTE: Town Justice Kevin Copeland will also attend but with his expenses being paid by the State Magistrates Association.) The Town Board then voted upon roll call:

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

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

Appointment – Planning Board Chairman

The following Resolution was introduced by Councilman Messa and duly seconded by Councilman Woodland:

(RESOLUTION NO. 3 OF 2020)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Heather Mowat as Chairman of the Planning Board for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

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

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

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

Appointment – Zoning Board of Appeals Chairman

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

(RESOLUTION NO. 4 OF 2020)

RESOLVED that the New Hartford Town Board does hereby re-appoint Randy Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

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

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

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

Appointment – Police Commissioner

Councilman Woodland recommended that Richard Pratt be re-appointed as a member of the Police Commission. Thereafter, Councilman Messa introduced the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 5 OF 2020)

RESOLVED, that the Town Board of the Town of New Hartford does hereby re-appoint Richard Pratt as a Police Commissioner for a five-year term, commencing January 3, 2020 and ending December 31, 2024.

A roll call vote was duly held as follows:

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

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

Appointment – Police Commission Chairman

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

(RESOLUTION NO. 6 OF 2020)

RESOLVED, that in accordance with the Town Code, Chapter 24, Police Commission, Section 24-3, Paragraph E. the Town Board does hereby re-appoint Patrick Cardinale as Chairman of the Town Police Commission for a one-year term beginning January 1, 2020, and ending December 31, 2020.

A roll call vote was duly held as follows:

Councilman Messa - Aye
 Councilman Lenart - Aye
 Councilman Reynolds - Aye
 Councilman Woodland - Aye
 Supervisor Miscione - Aye

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

Appointments – 2020 Town Board Standing Committees

Supervisor Miscione had submitted his list of Standing Committees for fiscal year 2020:

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

Board of Ethics

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

(RESOLUTION NO. 7 OF 2020)

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

The Supervisor polled the Board members who voted as follows:

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

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

Appointment –Director of Finance

The Town Supervisor stated that the part-time Director of Finance appointment is that of the Town Supervisor and he announced that he was re-appointing Daniel Dreimiller to that position effective January 1, 2020. By Resolution No. 14 of 2019, the Town Board confirmed the Supervisor's appointment of Mr. Dreimiller.

Appointment – Advisory Committee on Senior Citizen Services

The Town Board deferred action on the Senior Citizen Services committee due to pending changes that are forthcoming.

Appointment - New Hartford Public Library Board of Trustees

Councilman Reynolds moved the adoption of the following Resolution, that was duly seconded by Councilman Messa:

(RESOLUTION NO. 8 OF 2020)

RESOLVED that the New Hartford Town Board does here re-appoint Heather Mowat as President of the Library Board of Trustees for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

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

Councilman Messa - Aye
Councilman Lenart - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Supervisor Miscione - Aye

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

Training School - (Town Clerk-Registrar, Tax Collection, Records Management)

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

(RESOLUTION NO. 9 OF 2020)

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 38th Annual New York State Town Clerks Association Conference from April 26 through April 29, 2020, in Albany, 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 2020, with incidental expenses to be borne by said Town as budgeted.

The Resolution was voted upon by roll call as follows:

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

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

Appointment – Town Attorney

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

(RESOLUTION NO. 10 OF 2010)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Herbert J. Gully as Town Attorney for a two-year term beginning January 1, 2020 and ending December 31, 2021.

The Resolution was voted upon by roll call as follows:

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

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

2020 Salary Schedule

The Director of Personnel had prepared the list of salaries that coincide with the 2020 approved budget; therefore, Councilman Reynolds introduced the following Resolution for adoption, seconded by Councilman Woodland:

(RESOLUTION NO. 11 OF 2020)

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 2020 Salaries** for the employees and officials of the Town of New Hartford, payable in the manner designated, to be attached as Schedule B.

(Refer to the last page of these minutes for the Schedule B.) The Resolution was declared unanimously carried and duly **ADOPTED**.

CONTRACTS AND EMPLOYEES

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

RESOLUTION NO. 12 OF 2020)

RESOLVED, that the Town Board does hereby approve the Animal Control Agreement with the Town of Kirkland for the calendar year 2020 and does further authorize the Town Supervisor to execute said Agreement.

A roll call vote was then held, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye,

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

NEXT.....approving agreement Dave and Jim

Approve change to Paychex for payroll

Approve General Security contract

Daniel Currier Laborer full-time \$15.95/hr effective... Jim and Dave

Candy Currier from Laborer to Motor Equipment Operator (MEO),

Effective \$19. /hr.....Jim and Dave

Rick update equipment/Woodland and Dave upgrade equipment

Excavator B85 2019 Rich and dave - auction

Keith Gehringer Heavy Equipment Operator (HEO) full time, Jim and

Dave, effective when?...salary

.Upon recommendation of Supervisor Miscione, Councilman Reynolds introduced the following Resolution, seconded by Councilman Lenart:

(RESOLUTION ... OF 2020)

RESOLVED that the New Hartford Town Board does hereby appoint Carrier Dygert as a part-time Meal Site Manager for the Town's Senior Center, effectiveat an hourly rate of Fourteen Dollars and Fifty Cents (14.50), payable bi-weekly, and with no benefits.

The Board voted as follows:

DRAFT UNOFFICIAL

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye,

After which the Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Rick Sherman. Bldgs Grounds Auction outdated equipment, computer MONIT, PHOTO COPIES, ETC – Jim and Rich

Councilman.....introduced the following Resolution for adoption and Councilman.....seconded same:

(RESOLUTION NO. ... OF 2019)

RESOLVED, that the New Hartford Town Board does hereby move to enter into an Executive Session to discuss the employment history of a particular employee.

A roll call vote ensued

DRAFT UNOFFICIAL

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

Thereafter, the Resolution was declared unanimously carried and duly **ADOPTED**. All persons present were then excused from the meeting at 6:31P.M.

[NOTE: The Town Attorney provided the following transcription on Friday, January 3, 2020.

END OF EXECUTIVE SESSION

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

(RESOLUTION NO. ... OF 2019)

RESOLVED that the New Hartford Town Board does hereby move to end its Executive Session.

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

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

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

EXECUTIVE SESSION

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

(RESOLUTION NO. 12 OF 2020)

RESOLVED, that the New Hartford Town Board does hereby move to enter into an Executive Session to discuss the employment history of a particular employee.

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

Thereafter, the Resolution was declared unanimously carried and duly **ADOPTED**. All persons present, including the news media, were then excused from the meeting at 6:31 P.M. The Town Attorney and Director of Personnel joined the Town Board for the Executive Session.

[NOTE: The Town Attorney provided the following transcription on Friday, January 3, 2020.

END OF EXECUTIVE SESSION

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

(RESOLUTION NO. 13 OF 2020)

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

The Supervisor declared the Resolution unanimously carried and duly *ADOPTED*; the Executive Session ended at 7:21 P.M.

There being no further business to come before the Board, upon motion made by Councilman Woodland and seconded by Councilman Messa, the meeting adjourned at 7:22 P.M.

Respectfully submitted,

Gail Wolanin Young
Town Clerk