

TOWN BOARD MEETING
TOWN BOARD AGENDA
May 6, 2026 at 6:00 P.M.
TOWN OF NEW HARTFORD MUNICIPAL HALL
8635 Clinton Street, New Hartford, New York

I. BOARD MEETING MINUTES

- April 1st Minutes approval

II. PUBLIC COMMENTS (Limited 3 Minutes)

III. PRESENTATIONS

- Randy Bogar, Zoning Board Chairman
- Proclamation presentation to Lois & Ralph Humphrey, New Hartford Public Library for 50th Anniversary

IV. VOUCHERS – Approval of vouchers

V. MATTERS SUBMITTED BY TOWN SUPERVISOR

Resilient Watershed Grant (RWG)

Minimum grant amount: \$150,000; maximum grant amount: \$10,000,000

- Required local match: 10% of requested grant amount with in-kind services, cash or federal funding.
- **Grant funding disbursements will be made continuously**, on a cost-incurred basis.
- Eligible project costs: construction labor/ materials/ equipment, administrative oversight, acquisition of real property including surveys/ appraisals/ closing fees, environmental assessments, liability insurance.
- Eligible project types: floodplain and wetland restoration, berm, dam, culvert, bridge, or appurtenant structure removal, culvert right-sizing, stream bank restoration, riparian buffer stabilization, and stream daylighting.

The Town can apply for up to 2 applications with 3 distinct projects per application (along a stream segment or within a watershed). The below 3 projects have been identified for consideration. Contract term is 5 years.

1.) Sauquoit Creek Bank Stabilization and Flood Plain Restoration- Kellogg Road north towards Utica City

Line: Oneida Street, Washington Mills

- a. Stabilization of eroding banks, 2 flood benches, right sizing stream channel, and creation of flood plain.
- b. Currently being surveyed for a H&H Study by Ramboll Engineering (SCBIC has a grant to cover the cost). This conceptual design can be used for the grant application. Kristin Campbell – OC Chief Planner should have a better cost estimate from them once the conceptual is ready.
- c. Estimated cost: \$3.25 million with a 10% match of \$325,000.

2.) Bleachery Ave Flood Plain Restoration and spillway removal/ bridge upsizing

- a. Bioretention area, sediment removal, stream restoration, 5-acre wetland and removal of low head dam
- b. Estimated cost: \$1.6 million with \$160,00 match (2021 estimate does need to be updated)

3.) Washington Mills Athletic Park Flood Plain Restoration (there are 2 options)

- a. Dunkle Study: Creation of a 6-acre flood plain and bioretention area with native plantings. Estimated cost \$1.5 million, \$150,000 match
- b. Ramboll Study: Creation of 8.5-acre bench (Flood Bench B) that could result in water surface elevation reductions up to 4.4 feet. Estimate cost: \$5.8 million, \$580,000 match

Seeking board approval to accept these areas to apply for grants

Term Limits Local Law – Town Supervisor and Town Councilman – (see local law)

Parks and Town Project Updates – Jim, Rick, and John Randall

- Sherrill Brook Park
 - Removal of Birch Pavilion – New playground installed to close
 - Top soil brought in for grading around area near new playground
 - New electrical wiring installed
 - Fence and gates being installed
 - Enhancements made to large pavilions – new wall installed to allow more privacy between the two pavilions for rentals
 - Utilizing the chalet for rentals
 - Finishing dog park project
 - Removal of bridge near gazebo and install new bridge (currently in the parking lot)

- Washington Mills Athletic Park
 - Completion of paving
 - Installation of dugouts and roofs
 - Top soil and seeding
 - Parking lot enhancements

- Chadwicks Park
 - Fixed the fence near railroad tracks
 - Splash pad repairs
 - Entrance sign TBD

Town Projects (Jim and Rick)

- **Stormwater**
 - 8 Sycamore Rd E – emergency repair (flooding)
 - Grange Hill Rd –
 - Whitetail Development/Kay Cir – cleaning retention pond

- **New Lights/Pedestrian cross walks – Washington Mills 4 corners**

Finance – Review of Summary Report from Bonadio

Personnel – Paychex upgrade – estimated rollout soon –employee training will be provided

Reviewing New Software for Codes, Planning, Zoning, and Licensing

- Efficiencies, reporting, resident and commercial portal for permits – branded to Town of New Hartford. Online payment capabilities.

MRB Group – engage for grant writing no contract – established limit not to exceed \$15K

- **DRI grant, Parks and Rec grants**

Second phase to emergency front entrance repair – installation of awning to protect new door – recommended by contractor

America 250 – Celebration

- Fireworks in Sherrill Brook Park July 5th, 2026 (approval of contract 17-20 min display)
 - Food trucks and vendors
 - Reviewed plan with NHPD & NHFD Chief's and obtained approval
 - In conversation with America 250 commission
 - America 250 banners ordered from county

Budget Transfers

- 5 of 6 Seasonal park positions at \$18 an hour - Caleb Massound, Nicholas Massoud, Ethan Pope, Rowan Gall, Nathan Button
- Review of RFP quotes for Service agreement for IT
- Town Newsletter

VI. MATTERS SUBMITTED BY TOWN ATTORNEY

- Acquisition of land adjacent to Town Hall
- Executive Session re. tax certiorari proceedings NH Shopping Center, At Home Plaza, Wachs, Utica Mutual

VII. REPORTS OF TOWN DEPARTMENTS

a. Town Clerk – Michele Moran

- Clerk's Monthly Report
- Discover Card Merchant settlement claim
- Voluntary shelter contributions on dog license renewals

b. Chief Ronald Fontaine

- Staffing Adjustments & Promotions (Civilian & Patrol)
- Staffing Adjustments - Fill Open/Vacant Police Position
- Staffing Adjustments - Animal Shelter- Part Time
- Monthly Department Activity Report Review and discussion
- K9 Donation planning
- Vehicle and traffic complaints – Commercial Vehicles, Elm St., Grange Hill Rd.
- NYS Discovery Reform Grant Agreement

c. Assessors Office

- No items submitted

d. Highway

- Vialytics Presentation (JP Gutierrez)
- New Hires, all MEOs at \$22 an hour. Zachary Neale, Jason Zangrelli, Michall Cummings
- Kellogg Rd & Oneida St Light Project
- Veteran Banner Installation
- Ongoing Work – Ditching, Sweeping, Lawn repairs, Brush collection
- Paper Shredding & Trash drop off. Saturday May 16th

e. Codes

- 3 part-time Codes Officer applications. All 3 rejected for lack of construction experience

f. **Finance/Personnel**

- Items presented by Town Supervisor

g. **Library**

- Director's Report (March & April)
- Revenues/Expenditures Report (March & April)

VIII. **MATTERS SUBMITTED BY COUNCILMEN**

a. **Councilman Reynolds:**

- Total number of Fire Safety inspections for April
- Total Fire Safety fees collected for April

b. **Councilman Tehan**

- Finalize 30 day advance notice liquor license – Chipolte Mexican Grill – 4815 Commercial Drive
- 30 day advance notice liquor license – Tully's New Hartford Inc. – 8645 Clinton Street
- Cannabis License renewal – October Basics LLC – 4790 Commercial Drive
- Hartford Luxury Apartments - Review/approval not found for construction underway (Status update)
- ZBA reappointments: Lenora Murad, Dan McNamara (both expire 6/8/2026)

c. **Councilman Latini**

- Cascade Drive & Valley View – Request for 3-way stop sign

d. **Councilman Pristera**

- Request for a stop sign at the south corner of Chestnut Rd and Danberry Circle