

**TOWN OF NEW HARTFORD
PLANNING BOARD MINUTES
MONDAY, JUNE 8, 2026
TOWN OF NEW HARTFORD MUNICIPAL OFFICES
8635 CLINTON STREET, NEW HARTFORD, NEW YORK**

The Planning Board meeting was called to order by Chair Heather Mowat at 5:30 P.M. at which time the Pledge of Allegiance was recited. In attendance were Planning Board Members Julius Fuks, Jr., Manzur Sikder, Lisa Britt, James Decker and Wilmar Sifre. Also in attendance were Town Attorney Herbert Cully, Esq., Richard Sherman, Highway Superintendent, Codes Enforcement Officer George Farley, and Dory Shaw, Secretary. Absent: Engineer John Dunkle.

Minutes of the May 11, 2026 Planning Board meeting were discussed and recommendation made to remove the title of Dr. where shown for Matthew Sanchez and to be replaced as Mr. by motion made by Board Member Lisa Britt; seconded by Board Member Manzur Sikder. All in favor (Board Member Wilmar Sifre abstained as he was not in attendance for the May meeting).

Public Hearing, Special Use Permit for NBT Bank, 8549 Seneca Turnpike, New Hartford, New York. Tax Map #328.012-2-1; Zoning: C1 General Business. The applicant is proposing to install a 6' light gray vinyl fence approximately 48' off New York State Route 5, curb, 10' off NBT parking lot curb between NBT and Hoffman Car Wash. Mr. Timothy Thompson appeared before the Board.

The Public Hearing opened at approximately 5:35 P.M. Mr. Thompson explained the location of the proposed fence and the reason for this. The noise from the adjacent car wash has become a concern for their customers, noise and privacy matters. Customers are having a difficult time with the car wash blower noise and their confidential information as they have to speak loudly into the bank units. He explained the setbacks from the road for the fence and the size. It does not interfere with any setbacks from the road, etc. There will be no interruptions in traffic.

Discussion ensued regarding whether this fence would solve their problem and mentioned possible alternatives. Chair Mowat would like to postpone this review until Engineer John Dunkle can review it. Mr. Thompson does not have an issue with this request. She is wondering if there is another alternative, for example type of fence, height, vegetative screening, etc. The mention of a variance was brought up but Codes Officer Farley explained that he doesn't feel they need a variance from the Zoning Board. Board Member Fuks doesn't feel this provides protection for the drive thru and doesn't think the fence extends far enough. His suggestion is to table this, layout a vegetative property line, protection of drive thru, extension of fence, etc.

The intercom system was also addressed. Mr. Thompson said he would meet with any of the Planning Board members on site to review this situation.

Motion was made by Board Member Julius Fuks to table this matter for more information about some of the items mentioned, and to have Engineer John Dunkle review this application; seconded by Board Member Jim Decker. All in favor.

Mr. Thomson will be notified as soon as possible and will attend the next Planning Board meeting. County Planning 239 and NYSDOT review was received were no adverse comments.

The Public Hearing ended at approximately 5:44 P.M. and there was no one in attendance.

Public Hearing, Special Use Permit for House of the Good Shepherd, 1550 Champlin Avenue, Utica, New York (Town of New Hartford). The applicant is proposing to install an 8' chain link fence on the northwest (rear) property of their complex. Barbless Wire Option on top of fence to deter climbing. Tax Map #317.000-2-1.1; Zoning: Institutional. Mr. Clint Lanckton, Maintenance Director, appeared before the Board.

The Public Hearing opened at approximately 5:40 P.M. Mr. Lanckton explained why the fence is necessary. He explained the location, it will continue the fence line up to where their property abuts MVHS. They will engage the fence company to see where their fence fits so they won't cut down any trees. It is also a protection so the children remain on their property. He explained that the fence will run along the property lines that they share with those on Winchester Drive. The fence does not have fabric or screening. Top of the fence will be 7 feet and extend up another foot so children can't climb over it. There was some discussion about the number of children getting out of the complex.

Board Member Britt wanted to know if they had any numbers of escapees – Mr. Lanckton will check.

At this time, Chair Mowat opened the Public Hearing:

-Christine Cirasulo, 316 Winchester Drive. She sent Planning Board secretary Dory Shaw a memorandum which listed concerns regarding this proposed fencing (Dory provided all Planning Board members and Staff a copy). She met with Mr. Lanckton and is concerned about the look of the fence in the neighborhood, both aesthetically and need. No one is opposed to a fence but that is where kids run between the houses. Police are routinely in the neighborhood as a precaution. The fence is a safety concern. No one wants any greenery removed. Also, concern is with the barbless wire option.

Board Member Julius Fuks referred to the Childrens Services back in 2019 for their approval of a fence. He doesn't think this is needed for this project but brought it up. Also needed is offsets and dimensions to where the fence will be going in. He would like to see this to put some people's minds at ease. Mr. Lanckton will check with his CEO.

Town Attorney Cully asked if they were covered by OCFS (Office of Children & Family Services). It depends on the program. Probably get a letter from them, but the use of the fence is to refrain children - there may be some regulation. Mr. Lanckton will check into this.

-Mr. Pal, 318 Winchester Drive: his property is open. He sees children coming and going all the time. How are the other escapees getting out? Is there any type of report from law enforcement agencies?

-Mr. David Layne, 305 Washington Drive. He feels fencing is okay, but the prison appearance bothers him. He wants to see something more aesthetically pleasing so it doesn't devalue their properties.

Mr. Lanckton stated there are some options and he will work on this.

County Planning 239 and NYSDOT reviews received with no adverse comments.

The Public Hearing will continue at the next Planning Board meeting on July 13, 2026 meeting. Motion to table this application until the July 13, 2026 Planning Board meeting was made by Board Member Lisa Britt; seconded by Board Member Manzur Sikder. All in favor.

Mr. Robert Collins, 9499 Elm Street, Chadwicks, New York. Tax Map #350.000-3-50.1; Zoning: Agricultural. Proposal for a 300' x 600' barn on his property. Mr. Collins appeared before the Board.

Chair Heather Mowat explained that a response from Mr. Collins' engineer came through today regarding the stormwater review. Engineer John Dunkle is not here this evening but had responded to the engineer's review and stated he was satisfied with the report but the execution of the storm water maintenance agreement should be a condition of any approval by the Planning Board. If we agree with this, we can move forward to have a special meeting in July. Board Member Jim Decker wanted to vote on this tonight contingent on supplying the information to Mr. Dunkle. The Board Members agreed to move forward.

At this time, motion was made by Board Member Jim Decker to grant Final Site Plan approval for the application of Mr. Collins' barn project contingent on the storm water maintenance agreement as defined by Engineer John Dunkle; seconded by Board Member Lisa Britt. All in favor.

Chair Mowat addressed the Board Members with the status of upcoming projects, i.e. Chick Fil A, BJ's, Gregg Grates housing project on Chapman Road, Sitrin Adult Home, Minor Subdivision applications, Burger King renovations, and status of Mr. Steve Buck's project on Middle Settlement Road.

There being no further business, the meeting adjourned at approximately 6:30 P.M. by motion of Board Member Jim Decker; seconded by Board Member Julius Fuks. All in favor.

Respectfully submitted,

Dolores Shaw, Secretary
Planning Board/dbs

