

**REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK
HELD AT 8635 CLINTON STREET, NEW HARTFORD, NY ON
MONDAY, OCTOBER 21, 2020**

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

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Human Resource Department Barbara Schwenzfeier
Highway/Sewer Superintendent Richard C. Sherman
Bookkeeper Lisa Smigle
Deputy Town Supervisor Anthony J. Trevisani
Police Chief Michael S. Inserra
Town Attorney Herbert Cully
Deputy Clerk I Melody K. Fancett

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

I. PRESENTATIONS/COMMENTS

- A. Judy Cusworth – solar – asked about a new solar code; Supervisor Miscione – has to go to the Planning Board and once reviewed they give the Board the recommendations and then the Board will be able to vote on it; Judy – asked what (in your mind) is a solar farm, is there such a thing; Supervisor Miscione – it could be a large quantity of solar panels that produces so much electricity that is able to be used for a community project or large buildings or to take over power that we use by the regular grid system; Judy – so someone can actually use it to make money selling the power back to National Grid; Supervisor Miscione – the law that we are proposing was to try on Town land in the Middle Settlement Road area – a community project so the proceeds would go to the Town or if we get additional electric from it, we would use it to offset our bills at the different buildings that the town owns. Right now, it’s not going to be – someone can just put a solar farm and produce revue for their own private sources, it’s just a Town project; Judy – if Town is able to put in a solar farm, case by case, why wouldn’t an individual be able to do the same thing and sell the power back to National Grid; Paul – trying it at the Town level first and see how it goes – if you do a zone change across the board what happens is, in some areas might make sense and some may not because they will inflict on residential neighborhoods. We want to

do this for the Town and do a case-by-case situation and that they would come to the Zoning Board and if the neighborhoods liked – having the solar farm in their area then it would pass and they would be able to do it but not that we just go across the board and then we have so many people upset because now it's in their backyard and that's their view; Judy – 2nd question – Not sure if aware of the chicken problem in Kirkland – there are a lot – code is against it – the bottom line is, if you write the code, change the code, get people who want chickens – suggest you get someone to help you write the code who knows something about that type of thing because I know you guys don't have a lot of knowledge about that – Town of Kirkland fines people for Codes people from \$50 - \$500 and a possible 15 days of jail for chickens – if you don't get rid of them and get a 2nd violation – you get fined every single day that you don't get rid of them – you have a codes officer – you have a case now, person has a turkey in her house, knows codes officer has not been back – I ended up with the turkey because was loose in the driveway – its overweight, it's not being properly cared for – she wants her turkey back – I talked to Larry and Larry said don't give back until till talk to me – then calls me and said give turkey back, I said it's a codes violation so why would I give back- she said she was going to rehome it– I called Spring Farms (Nancy) – nobody has heard from resident – here we are in a violation and now the landlord is getting sited by your codes department – I can rehome the turkey until it is placed but this is about codes – if you are going to write codes, enforce them. So, the landlord and I are going to knock on the door and tell her we want the turkey or get a 30-day eviction notice – this is what is going to happen (by the way, the village allows turkeys) – if you get in over your head, refer to someone who knows not to put loopholes in codes

- B. Gary – 3791 Oneida Street – Washington Mills – noticed a traffic study on Oneida Street in Washington Mills – was told by the guys in the car they were hired by the Town; Supervisor Miscione stated not by us; Gary – seemed off they were down in Washington Mills and up in the field on Sessions, doing a traffic study in the time where there really isn't any traffic – their plan is moving – seemed off – they were going through a Firm – Town has no plans for area – all I know is the land says sale pending – one thing I did see, my biggest concern is stormwater issues – I just saw something that came across my desk after one of the meetings, asked Mr. Sherman, what is going on with some of your project – one of the things that came across my desk was replacing and right sizing of three culvert projects in the Sauquoit Creek in the Town of New Hartford, the bid is 10,729.38 but the map you can see, it's kind of tied to that; Highway Superintendent Richard Sherman – that project is going out to bid, we open up the bid next week – it's at the city line/Town of New Hartford; Gary – have you looked to come up further (Palmer Creek way); Highway Superintendent Richard Sherman – our engineers....Gary; not something 10 years down, something needs to happen ASAP. Do they have to come to the Town of New Hartford to set things up on the road for traffic study or anybody can set up the trigger and count; Highway Superintendent Richard Sherman – unless the police chief did, none of us did. Once in a while you see Oneida County putting things across the road; Supervisor Miscione – any traffic study is approved by the Board, we just don't

go out and do them; Gary – seemed odd that Mr. Calli, the he wanted the public involved and I haven't heard a word from him. Any plans or conversations with them?; Supervisor Miscione – we haven't heard from them since the last Board meeting; Gary – I do hope the Board looks at it and if done, done right. It's not going to force down the population of the people in that area. All I can ask for until that one faithful meeting where one comes in to approve or disapprove. Once something does come down the line, I do have a PowerPoint presentation that I'm putting together with photographs and videos from fire department, people's houses since 2007. Thank you for your time.

- C. Another Resident – I talked to the guy in the car (traffic) on Sessions too, asked who hired him – he said the Town of New Hartford – he was out of Syracuse, and said hire by the Town of New Hartford – said Traffic Safety on the car
- D. Michael Evans – came to apologize to the Board for the way acted at the last meeting – got upset – got loud and wants to apologize to each one of you; Supervisor Miscione – thank you very much, really appreciate it. If ever need anything we are a call away to discuss anything. Thank you, that was very nice of you.

II. MEETING MINUTES

A. January 8, 2020

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

(RESOLUTION NO. 250 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the meeting minutes from the January 8, 2020 Town Board Meeting.

Upon roll call, the Board members voted as follows:

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

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

B. February 5, 2020

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

(RESOLUTION NO. 251 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the meeting minutes from the February 5, 2020 Town Board Meeting.

Upon roll call, the Board members voted as follows:

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

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

C. March 4, 2020

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

(RESOLUTION NO. 252 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the meeting minutes from the March 4, 2020 Town Board Meeting.

Upon roll call, the Board members voted as follows:

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

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

D. April 15, 2020

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

(RESOLUTION NO. 253 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the meeting minutes from the April 15, 2020 Town Board Meeting.

Upon roll call, the Board members voted as follows:

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

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

E. May 13, 2020

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

(RESOLUTION NO. 254 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the meeting minutes from the May 13, 2020 Town Board Meeting.

Upon roll call, the Board members voted as follows:

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

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

F. May 27, 2020 – waiting until the next meeting to approval – not everyone read them yet.

III. REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE

A. Town Clerk

- a. Surplus Printers (Okidata Plus) – Melody Fancett - an employee did some research, found them from Okidata which we thought was needed for the Vital Records, ended up getting them – after one was installed, all four were taken out of the box, one was installed, Polce found out it was not compatible with our system. Okidata would not let us return them – they were \$564 each and we can't use any of them – been sitting in the Clerk's office for a year – will need a printer for the Registrar in the near future – would like to auction off and put the money towards – if we can get one compatible to what we need for our system – we tried to return right away – Okidata Rep. came out – they wouldn't exchange. Jamie through Polce tried to look into seeing if she could sell that was a no go too – we ended up with really no printers; Councilman Messa – we have to surplus – did you do research or did you ask Polce what model you need for the Clerk's Office or Cost?; Mel – No, we've just been making do. Mine are not laser. We go with the Okidata because with the Vital Records it puts a fine imprint in the paper where people can't fudge them; Councilman Messa – can you reach out, get a model and price and see if we can approve that if it's in the budget; Mel – I asked Rick if can just take them, I don't want to leave them sitting there

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

(RESOLUTION NO. 255 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to surplus the Okidata Plus printers.

Upon roll call, the Board members voted as follows:

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

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

Discussion – Councilman Reynolds – under whose advice did we purchase these, was there a vendor that came in; Mel – No, a former employee researched it and when she spoke with the Okidata directly and told them what our system was, this is what they recommended and sent. I did have it out with the staff at Okidata because when they came to try to help us, they told us that was what we needed for our system; Councilman Reynolds – I guess that’s my point, this was a recommendation by a reputable company that did not work; Mel – the biggest problem was there were taken out of the box; Highway Superintendent Richard Sherman – we surplus them – what are we going to do with them; Supervisor Miscione – put them on auction; Highway Superintendent Richard Sherman – we can try, past experience, that kind of stuff doesn’t sell; Supervisor Miscione – we could use one at the Rec Center; Councilman Reynolds – whatever not useable will be surplus.

- b. Tax Checking Account (M & T Bank) – Supervisor Miscione - take Gail’s name off and put Supervisor Miscione on the account with Melody Fancett for signing.

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

(RESOLUTION NO. 256 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to authorize Supervisor Miscione and Melody Fancett to sign checks for Tax Checking Account.

Upon roll call, the Board members voted as follows:

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

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

- c. Town Clerk Checking Account (Adirondack Bank) – take Gail’s name off and put Supervisor Miscione on the account with Melody Fancett for signing.

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

(RESOLUTION NO. 257 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to authorize Supervisor Miscione and Melody Fancett to sign checks for Town Clerk Checking Account.

Upon roll call, the Board members voted as follows:

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

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

Discussion – Councilman Messa – the voicemail still has Gail listed on the prompts; Supervisor Miscione – Barb is on vacation – when returns will change it.

IV. MATTERS SUBMITTED BY TOWN SUPERVISOR

- A. 2021 Tentative Budget – Schedule a Public Hearing for November 5, 2020 – first have to look at the budget; Town Attorney Herbert Cully – have to adopt a tentative budget, then schedule a public hearing; Supervisor Miscione – we will do that once look at it
- B. Fees in Lieu of Mitigation – Seneca Turnpike for the Jiffy Lube – Supervisor Miscione – total \$11,059.05

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

(RESOLUTION NO. 258 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve the mitigation fees for Jiffy Lube - \$11,059.05

Upon roll call, the Board members voted as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye

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

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

- C. Town Audit – Drescher and Malecki – everybody was given a hard copy of the audit – letter from auditor was positive. Two issues – the GASB (the assets) big cost to getting it done, been in there for 7/8 years – one of the things. New accounting system to bring the stuff over – some of the accounts had some messed-up numbers on it, which we discussed and that was fixed by them with the audit and complete and received. Funds balances are up. Fire Districts 1 & 2 Fund balance became positive – recouped money from the last storm (Highway) - \$700,000 mitigation, get that back. General whole Town Fund balance increased. Only one is Capital account – waiting on grants for leaf trucks, garbage trucks and other grants for material we purchased. Good shape going into 2021. 2020 should be a good audit. We can discuss it more at the next meeting.
- D. Halloween – all the other municipalities/cities – I put in your mailbox – our health director wrote up some brief stuff – things we should look at as a Town – like to do a press release on it – a lot is not moving between communities for people. Also, some stuff about making sure hands are clean, some requirements. Like to also put in the paper. City of Utica did it. Ordinance for parking – a lot of the subdivision that have a lot of people that come from other areas do the parking, she said maybe monitor or cut down, that will help out. A lot of areas/communities have set curfews and restrictions; Town Attorney Herbert Cully – CDC said it really should probably be discouraged because of the COVID; Councilman Messa – being on Saturday this year – do you do something like limit hours, during day, control it; Supervisor Miscione – might be thing to do, she also suggested it; Councilman Messa – certainly want to bring some normalcy for the kids, maybe put a bucket out so not a lot of open doors, etc.; Town Attorney Herbert Cully – Fire Department parade?; Councilman Reynolds – it’s cancelled. A press release is very important and should be a strong press release. In here is says ‘If possible, only trick or treat close to your home’ ‘delete if possible’ – Another words, emphasize trick or treating in your neighborhood. Don’t think enforcing that is realistic but our policy would be to encourage to do it in their own neighborhood. If they adhere to that, that’s great. If they don’t, I don’t know how will enforce it; Supervisor Miscione – at least if we put it out there, it shows that we are trying to be responsible – will set up the press release with her guidance and the CDC guidelines and state guideline – will also give a copy to the Chief – Parking?; Chief – will enforce it; Councilman Reynolds 0 maybe in press release, state if porch light off, you don’t go there. In my experience, by 7/8pm its done; Supervisor Miscione – since it’s a Saturday, should we do from 4-6pm, if residence see it in the paper may follow and stop handing out candy then – will have it done and send to everyone.
- E. Eileen Spellman – uncashed check dated back to 2018 made out to her, would like to have it reissued.

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

(RESOLUTION NO. 259 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to reissue the check to Eileen Spellman for \$284.74.

Discussion – Town Attorney Herbert Cully – this says \$364.74; Mel – there was two checks, from what she showed me today so I totaled them up; Councilman Woodland – Yup, there is a 2nd check #8529 for \$80.00, totaling \$364.74

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

(RESOLUTION NO. 260 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to reissue the check to Eileen Spellman for \$364.74.

Upon roll call, the Board members voted as follows:

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

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

F. IT Company – will come back to that with the budget

V. MATTERS SUBMITTED BY COUNCILMAN MESSA

A. Vacant House – 3535 Bleachery Avenue – Update on demo – thanked Town Attorney Herbert Cully for researching; Town Attorney Herbert Cully – ordered an abstract and title, pleased to say the abstract is clean, there no liens against the property – have prepared all the documents – Paul has signed them – will get a hold of Lisa to come in and sign on behalf of Mr. Magados – just want to make sure that the County isn’t going to try and say that we owe them back \$4/5,000 in taxes that accrued before we became owners. Will get it all together and hopefully in next week or two have it all recorded; Highway Superintendent Richard Sherman – update on demo – got a contact with municipality shared service and equipment master agreement – the Town of New Hartford and City of Utica, along with manpower and equipment – the Town will provide payment to cover air monitoring and tipping fees, that we get rid of the house – we work very close with the City of Utica – we had shared services, some of the things we did for them amounts to a value that they will take the house down for \$15,000 and

our value working together has come up to that price. They will be taking the house down for nothing. We will just have to come up with the air monitoring and tipping fees. Soon as Herb is done, they are ready to go.

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

(RESOLUTION NO. 261 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve that once all the information and paperwork is complete; the demolition of 3535 Bleachery Avenue will take place.

Upon roll call, the Board members voted as follows:

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

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

- B. Meadowbrook Drive Development Area – contacted by residents – several streets that lead into Meadowbrook Drive – new people coming in – no stop sign coming in – one resident went around and can they petition with signatures – like to introduce a Local Law to get a 4-way stop sign on to Meadowbrook – one stop sign off of each street

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

(RESOLUTION NO. 262 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to introduce a Local Law for 4-way stop sign in the Meadowbrook Drive Development Area.

Upon roll call, the Board members voted as follows:

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

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

Supervisor Miscione – do you want to try to submit it to the OD for a Public Hearing for November 5, 2020 Board Meeting; Mel – No – really, I am swamped – unless someone wants to type it; Supervisor Miscione – if Herb wants to prepare it, I will type it; Town Attorney Herbert Cully – she has the form, all she has to do is change some names; Supervisor – I will take care of it. After I type it, you will put it in the paper correct; Mel....yes.

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

(RESOLUTION NO. 263 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to schedule a Public Hearing for November 5, 2020.

Upon roll call, the Board members voted as follows:

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

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

- C. Update on Mrs. Martin’s NCRS application – appeal – Councilman Messa asked Town Attorney Herbert Cully for an update – Barb and I did the appeal letter – it has not come back yet (went out a couple weeks ago).

VI. MATTERS SUBMITTED BY COUNCILMAN WOODLAND

Received a letter from the Seed and Weed Garden Club - they plant and maintain gardens behind the old office behind Sherrill Brook Park, she would like to express her appreciation for the support and help we received from Mike, Jimmy and staff.

VII. MATTERS SUBMITTED BY TOWN SUPERVISOR

- A. Have two (2) Executive Sessions to go over Union Contracts
- B. Budget to discuss
- C. Computer IT Group to go over
- D. Roof repairs at the Rec Center – have not received anything back – Herb sent another letter on October 8th to them – where do we want to go from here – gave us a contract for 10 years or whatever it was. Herb will see if there was a Bond and we will go ahead. We have to do it the right way – winter is coming.
- E. We have the Zamboni at the Rec Center – its 20 years old – have had a lot of repairs with it - it’s a gas unit, State is pushing for electric because of the CO2 in there – grants out there that can apply for (50/50 grants) – repair services cost \$3,500 for the machine – Whitesboro bought an electric one a few years ago and

repair in house. They run from \$160,000 - \$185,000 – we would be able to get some money back from the one we have (and the old one at the barn). If we buy a new unit it comes with a 5-year guarantee on repairs so we save on repairs; Chris Moran – most are going to electric, new way to go; Supervisor Miscione – it will save us – 5- year warranty for repairs

F. BAR Appointment – Wilmar Sifre (Term 9/30/2020 – 9/30/2025; five-year term)

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

(RESOLUTION NO. 264 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve appoint Wilmar Sifre (BAR appointment); 5-year term (9/30/2020 – 9/30/2025).

Upon roll call, the Board members voted as follows:

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

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

G. Part-time Secretary for Supervisor – we had multiple people apply for the seat for the Town Clerk position. One of course is Barb, secretary/payroll person. Like to, just in case, if that happens, there is currently no part-time secretary, she wanted full-time and went somewhere else. It is in the budget – it’s the same position that has been there for 30 years. I’d like to interview some people using the civil service requirements that are necessary and we are actually changing the title because my old title was the same title Lisa is under (from 30 years ago) – going to make it a secretarial position and Barb has the name – like to start interviewing in case someone happens and Barb moves to another spot. Even if get in part-time would be a big help when Barb goes on vacation, etc., to get things done – asking the Board for approval to start discussing it, send out to civil service, for part-time – eventually full time, it is in the budget for full-time, always has been. Approved to start interviews for a part-time secretary for the Town Supervisor (something changes would like to go into full time).

H. Councilman Lenart – Town Clerk position -asked how many in house have applied and outside (Town of New Hartford); Supervisor Miscione – had Barb put it on the website with Councilman Lenart and Councilman Reynolds contact information – Rich, Barb and a few others have applied (don’t have their name) – have you guys interview, all things go to you; Councilman Lenart – has anyone applied; Supervisor Miscione – no one has come to me personally; Councilman Lenart – just to do due diligence. Like to see it posted in the paper; Melody Fancett – I’d like to add, if you guys would like to sit down and speak with me

and Kayla to know what we do in that office because really what is on the website is not even close to somebody coming in and doing that job and I think they might be a little shocked so maybe get a feel what we are looking for in there, in that office and what is going to keep that office working; Councilman Reynolds – Let's get back to you on that. In other words, the newspaper would not necessarily list all the requirements, that would be addressed at the interview process; Mel – yeah but that Ad that was on the Town website was very vague about what the Town Clerk's descriptions actually are so people applying, the posting wasn't really touching, I did tell Barb she really should amend that because it's a very detailed, busy job; Town Attorney Herbert Cully – Rather than the newspaper listing everything, they key you into the website; Councilman Lenart – if have any questions, they can ask us; Melody Fancett – well then if you gentlemen want any information, feel free to call me and I will get you whatever you need; Supervisor Miscione – Here's the other thing too, we have to keep in mind, this is an Elected position, so if anyone wants to run in February, they have a right to do that. There is not a detailed list of what they need to do. They're just going to run, if they win, they will fill position. An interview process is where you detail out what you think it is but somebody else that might win the election might come in and do something totally different. Even if there is something on there that is vague, this is an Elected position; Councilman Lenart – it doesn't need to be detailed; Supervisor Miscione – I think it has to be discussed in an interview what the Board is looking for, for the appointment and then if they win the Election, then it's up to the residents to make that decision anyway. This is just a small window that we're filling, everybody is going to be doing something different. They might come in and once they win then can run that office any way they like and you guys...Gail ran it the way she wanted to run it. Someone else may come in and run it a totally different way. So, you might put stuff in there that Mel might say 'this is what you have to do' but they might say I'm not going to do it that way, I'm going to do it this way. I think we have to interview somebody that you guys feel is the right appointment, temporarily and in February whoever feels they are the best candidate will run for that position and let the residents decide; Melody Fancett – the other thing I do urge the Board to move quickly because we are moving into tax time. Somebody coming in, basically will have to learn that office and will be doing it during tax collection so they are going to get a double whammy coming in; Councilman Lenart – what type of due date do we want to put on there for application; Supervisor Miscione – To be honest, this is what I'd like to do, I'd like you two guys to make that decision. Have Mel put it in the paper, run the interviews; Melody Fancett – Barb would put it in the paper because it's a job interview; Supervisor Miscione – I think we should cut Barb out of the picture because she's a candidate; Melody Fancett – well so am I; Supervisor Miscione – right but Kayla's not and your assistant isn't. Why don't you two guys come together, come up with the process and we will go through it; Councilman Lenart – making sure everybody is on board; Supervisor Miscione – I'm on board, I respect your opinions for this. Dave's been on interviews with the Accessors years ago. You guys can more than handle it. I think having you guys do it without all these opinions, I think is

a better thing and come up with the best decision, the best person you feel should do the job. That's what I feel. It can't come from me or even Rich. It can come from Jim but you guys were picked to do this.

VIII. MATTERS SUBMITTED BY COUNCILMAN LENART

- A. Looking through the bills – looking for a ballpark - Supervisor Miscione - \$80 grand/\$90 – I have it on the sheet, I can update you; Councilman Lenart – was that budgeted; Supervisor Miscione – that was in the bond money that was part of a project
- B. At the last meeting – a punch list that you can give us – the jobs; Highway Superintendent Richard Sherman – we are working on it, we are very busy; Supervisor Miscione – I have the updated rec sheet, Lisa has it. I will have her re-email it to you all; Councilman Reynolds - the sky deck, it's a nice addition; Supervisor Miscione – you walk in there, it's warm, beautiful. The locker rooms, how bad those are, those are going to get tiled and cleaned up. Positive comments on Facebook; Chris Moran – positive comments from parents, more accessible with the side entrance, cleaner, tons of positive comments, everybody is very appreciative; Supervisor Miscione – the bathrooms will get done, the dehumidifier we are trying to get some quotes

IX. MATTERS SUBMITTED BY SUPERVISOR MISCIONE

- A. Union Negotiations - we should do first – if make changes, it will affect the budget; Lary Gell – can I speak to you in Executive Session as well; Supervisor Miscione – this is just for Union but you can speak to us with the Board when we come out; Town Attorney Herbert Cully – you can give someone permission to attend Executive Session; Supervisor Miscione – but this pertains to yourself correct; Lary Gell – yes; Town Attorney Herbert Cully – that's a personnel matter if he wants; Supervisor Miscione – we can do that after our Union negotiation. We can call you in.

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

(RESOLUTION NO. 265 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to enter into Executive Session to discuss Union Negotiations.

Upon roll call, the Board members voted as follows:

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

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

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

(RESOLUTION NO. 266 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to come out of Executive Session.

Upon roll call, the Board members voted as follows:

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

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

B. Approve the Vouchers

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

(RESOLUTION NO. 267 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to pay the bills.

Upon roll call, the Board members voted as follows:

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

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

- C. Supervisor Miscione – talked about our tentative budget to make it to preliminary – discussion on the things that liked to be changed; Councilman Reynolds – I’ve got one item – police side – page 16 – it’s an upgrade on the hardware we’ve been putting off – the estimate is 16 & change – I’d like to change that line to \$17,000 for Police Technology
- D. Supervisor Miscione - Codes Software – interested in that; Councilman Messa – page 12 – the Town Board feels it’s a necessity in order for efficiency in Codes but we don’t have a number; Supervisor Miscione - \$12,000 and it’s the set fee, installation and training
- E. Councilman Messa – while we were in there, we talked about a department head. I’d like to advocate for, whatever way you want to go – think it is needed in the

Codes Dept., Engineer/part-time; Supervisor Miscione – I agree with you. The only thing is out tax cap is at 140...so do you want to put it in the line item for Codes Enforcement Officer Asst. at this point and I can just change the name of it if you'd like, to Engineer/Codes Officer; Councilman Messa – that works; Supervisor Miscione – we are going to need another round on this because the union contracts we're not finished with

- F. Councilman Messa – the other thing like to add – Director of Finance; Supervisor Miscione – the auditor's firm is monthly; we have enough money for that. Only way to make a full-time Finance Director is if Lisa's position opens up and then you still have enough money for a full-time finance director. Again, Dan was here part time and he is gone. I don't see how we would justify a full-time guy; we would have to give him another task here. I do my own budget; Melody Fancett – they can also do the taxes; Supervisor Miscione – the Director of Finance is my appointment so it would not work in the Clerk's Office; Melody Fancett – well you can take the taxes in your office; Supervisor Miscione – you guys can discuss it; I don't know how you'd work it out. I just know it's not full time. It would be if they took on Lisa job, the transfers, etc. Dan's gone and nothing is changing; Councilman Reynolds – we talked briefly about a full-time person but we haven't seen the audit form do their monthly either; Supervisor Miscione – they just finished the audit so they will be here in October, actually in Sept. they start putting in time looking over the 2020 stuff already; Councilman Reynolds – can we look and see how that develops and see if that answers our concerns and questions; Councilman Messa – in my opinion, prefer to have person here – looking at the budget (my own perception) – like to see in details, when we sit and do budgets what is left in the accounts – what each dept. spends; Supervisor Miscione – that monthly report I give you comes off our system – shows you what's there, what's left, by line item, right on the website too. Payroll will be on there in the future. You can see weekly if want – generated right from our system. To pay someone to do that, I don't know any benefit to that. Bills go directly in the system; Councilman Lenart – if we did hire a part time person, do we still need an auditor for some things; Supervisor Miscione – we would still need to pay, wouldn't go down, the \$30,000 for oversight, come to Board meetings, etc.
- G. Councilman Messa – Parks/Rec/Equipment/Contractual – is there a way that we know in advance what might be needed for those things; Supervisor Miscione – Yes – like in the Rec Center one – that's the summer program – trips, buying stuff for the summer program for the kids, repairs, day to day expenses – the alarm system company, the delivery of propane, salaries, seasonal employees for the kids, bathrooms, benches, etc.; For Chief – drastic drop – Chief – yes, St. Lukes no longer requires our services; Willowvale FD in terms of their service awards – the \$60,00 has worked out well
- H. Councilman Lenart – IT issues – what they outline – some say go different paths – it's confusing – will have a conference call company and Councilman Messa and get back to the Board – email got today, is it critical or can it wait until next year; Supervisor Miscione – our servers are brand new and warrantied so think

good – we have new serves under warranty – maybe can ask both the same questions – why this vs that.

- I. Supervisor Miscione – all the bonding information sent all in to fiscal advisors; Councilman Lenart – mentioned in last meeting once we get the engineering reports in and able to get some grants, where do plan on getting that money to pay those grants – are you going to bond for that; Supervisor Miscione – hoping we can get a lot of grants (have a booklet), we’re paying \$12,000 for the Sauquoit Creek Basin – last time spoke with a lady (Margaret) who does Whitesboro stuff – put a comprehensive plan together with all the Towns, work together to get the Sauquoit Creek Basin, do a full plan for stormwater mitigation – take our report, Whitesboro report and states report, that will help everyone downstream and us – still a lot a grants out there (State and Federal)
- J. Supervisor Miscione – Codes – think need another person – they are very busy; Auditors – lets see what they do, they found mistakes our Finance Director didn’t – we can change if need; flexible budget for next year – monitor the numbers – make decisions on a quarterly basis – everything rides on our sales tax – doing great and we are on the up and up, if not up we’re going to have to make decisions; 2020 – think its going to be a fair year – we’re short about \$143,000 (now) overall from where we cut our expenses to where we are now – Xmas is flat we are fine – we will not know till Feb. – retailers – the numbers are coming in and up – people are out and spending, waiting list to buy vehicles, mortgage taxes are way up – the rates are 2.5 – 2.75 – can’t keep houses on the market. Nov., we have our election, might change – can’t predict that – Jan./Feb could change, we should watch and wait. Everything relies on the State funding/4th quarter.
- K. Supervisor Miscione -only other thing is the Fire Tax difference because they raised it and didn’t have before to put it in, software for Codes, police change – will make the changes and set the Public Hearing for comments

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

(RESOLUTION NO. 268 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to except the tentative budget for 2021.

Upon roll call, the Board members voted as follows:

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

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

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

(RESOLUTION NO. 269 OF 2020)

RESOLVED that the Town Board of the Town of New Hartford does approve to schedule a Public Hearing for November 5, 2020.

Upon roll call, the Board members voted as follows:

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

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

X. MATTERS SUBMITTED BY TOWN CLERK'S OFFICE – Melody Fancett – is it ok if we unlock the front doors if I put up a barrier that they can't go past our office so at least we don't have to greet people out in the parking lot in the snow and rain; Supervisor Miscione – yes as long as not walking around; Mel – will not allow that; Highway Superintendent Richard Sherman – will look into a barrier and take care of it.; Supervisor – anyway to close Senior Center so not walking through there during voting.

XI. COUNCILMAN MESSA – one quick thing – Justin said thank you to Rick, Paul and Chris for cleaning the creek – spent five days there and the neighbors were appreciative too; Highway Superintendent Richard Sherman – we are going to the old trailer park off Oxford Road, Stewart Cramers creek there, taking the failed gating baskets out and replacing with concrete barriers we have been building ourselves. That is where small excavator going next. It is very nice to have our own equipment instead of waiting for a contractor, it's really paying off.

ADJOURNMENT

There being no further business to come before the Town Board, upon motion of Councilman Lenart and seconded by Councilman Reynolds, the meeting was adjourned at 10:38 P.M.

Respectfully submitted,

Cheryl Jassak-Huther
Town Clerk
7/24/2021