

**SPECIAL BOARD MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK,
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY ON
DECEMBER 9, 2022 at 12:00 PM**

Town Supervisor Miscione called the meeting to order at 12:00 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
Supervisor Paul A. Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Town Clerk Cheryl A. Jassak-Huther
Town Attorney Herbert Cully
Highway Superintendent Richard Sherman
Deputy Town Supervisor Anthony J. Trevisani

ABSENT: Asst. Director of Personnel Barbara Schwenzfeier
Bookkeeper to Supervisor Deanna Spina
Councilman Richard B. Woodland, Jr.

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

I. MATTERS SUBMITTED BY TOWN SUPERVISOR MISCIONE

A. Budget Transfers

- i. SS8110-40 (Sewer) subtract \$30,000.00 and add to Fuel account DB51100-405

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

(RESOLUTION NO. 335 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$30,000.00 from SS8110-40 (Sewer) and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

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

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

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- ii. DB51100-408 (Maintenance of Roads – Sidewalks) subtract \$7,600.00 and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

(RESOLUTION NO. 336 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$7,600.00 from DB51100-408 (Maintenance of Roads – Sidewalks) and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

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

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

- iii. DB51100-402 (Maintenance of Roads – Gravel) subtract \$5,000.00 and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

(RESOLUTION NO. 337 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$5,000.00 from DB51100-402 (Maintenance of Roads – Gravel) and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

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

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

- iv. DB51100-404 (Maintenance of Roads – Top Soil) subtract \$2,700.00 and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

(RESOLUTION NO. 338 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$2,700.00 from DB51100-404 (Maintenance of Roads – Top Soil) and add to DB51100-405 (Maintenance of Roads - Gasoline, Diesel).

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

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

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

- v. DB51100-400 (Curbside Trash Pickup) subtract \$4,000.00 and add to DB51420-404 (Snow Removal – Gasoline).

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

(RESOLUTION NO. 339 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$4,000.00 from DB51100-400 (Curbside Trash Pickup) and add to DB51420-404 (Snow Removal - Gasoline).

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

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

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

- vi. DB51110-403 (Drainage – Culvert Pipe) subtract \$5,400.00 and add to DB51420-404 (Snow Removal – Gasoline)

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

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(RESOLUTION NO. 340 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$5,400.00 from DB51100-403 (Drainage – Culvert Pipe) and add to DB51420-404 (Snow Removal - Gasoline).

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

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

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

- vii. DB51110-405 (Drainage) subtract \$30,000.00 and add to DB51420-404 (Snow Removal – Gasoline)

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

(RESOLUTION NO. 341 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$30,000.00 from DB51110-405 (Drainage) and add to DB51420-404 (Snow Removal - Gasoline).

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

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

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

- viii. DB51420-403 (Snow Removal – Sand) subtract \$10,000.00 and add to DB51420-404 (Snow Removal – Gasoline)

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

(RESOLUTION NO. 342 OF 2022)

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RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$10,000.00 from DB51420-403 (Snow Removal - Sand) and add to DB51420-404 (Snow Removal - Gasoline).

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

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

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

- ix. DA11200 (Whole Town Highway Bridge Repair) subtract \$70,000.00 and add to DA51110-40 (Winter Fuel); in that you have to change the sales tax – changed DB11200 Highway Whole Town Sales Tax and put into Part-Town Highway Sales Tax DA51420-404 for \$70,000.00

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

(RESOLUTION NO. 343 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to transfer \$70,000.00 from DA11200 (Whole Town Highway Bridge Repair) and add to DA51110-40 (Winter Fuel) and change the sales tax DB11200 Highway Whole Town Sales Tax and put into Part-Town Highway Sales Tax DA51420-404 for \$70,000.00.

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

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

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

- x. Buell Fuels Bills
 1. Diesel – owe \$34,764.80
 2. Gasoline – owe \$10,635.87
 3. Gasoline – owe \$5,660.52

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

(RESOLUTION NO. 344 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to pay the three (3) Buell's Fuels bills for a total of \$51,061.19 to get caught up and buy more fuel.

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

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

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

II. MATTERS SUBMITTED BY COUNCILMEN

A. COUNCILMAN MESSA

- i. Set Public Hearing date for AR Building – January 4, 2023

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

(RESOLUTION NO. 345 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to set the Public Hearing with AR Building for January 4, 2023.

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

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

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

- ii. Zoning Board Application – job description needs to be set up on the Town's website; Supervisor Miscione – we should put in the Town Crier as well – thought of sending out a Newsletter quarterly – put in Board positions, put in Highway updates, Board updates, Public Hearings, etc. – ask to add to the tax

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bills asking how residents would like to receive correspondence – Cheryl will ask Cathedral if can be added to this years tax bill (receive via email, mail or SMS); Councilman Messa – why don't we take this one step further – residents can sign up to receive a text message – residents can sign up to get the newsletter electronically and can get notifications – utilize technology we have; Supervisor Miscione – our website does all that stuff but it is the person to do it, that is the hardest part, we don't really have a person to do that, that is why it is not getting done; Councilman Messa – that infuriates me, we paid someone to do that, we did a Board thing to pay someone to do that, and you are telling me it is not getting done and we are paying someone, the Board was told, that that person would be paid for, to manage the website and if it is not being managed I am not paying that person, I am sorry if the person gets mad at me, that is the tax payers dollars and that is not being done, then I am not paying anymore to do it, then we take that money and pay someone that is going to do it; Councilman Reynolds – our website hasn't changed since those people came on board – our website has not changed one bit, I don't know if that makes a difference or not; Councilman Messa – that is separate, that is the IT company that we brought in for infrastructure; Supervisor Miscione – we didn't pay much for that, they will only do more if we pay them more; Councilman Messa – the website has the functionality; Supervisor Miscione – we have 611; Councilman Messa – then we need to utilized that; keep the residents more informed; Councilman Reynolds – are the residents using 611; Supervisor Miscione – the data has to be put on there to be put out for 611; its time consuming and we need someone on top of it; Utica has a girl and does it all day long – follows the Mayor, etc.; Supervisor Miscione and Highway Superintendent Richard Sherman – complaints we handle; Councilman Messa/Supervisor Miscione – it would be a cost savings to receive a Newsletter electronically; Supervisor Miscione – we can even add to the tax bill as to how the residents want to receive Newsletter (via SMS, email or by mail); Highway Superintendent Richard Sherman – can a department heads – I have been wanting to put on what we do all summer – hundreds of photos – I have asked to get on the website so people can see it but it doesn't get there – can a department head that you trust do that themselves; Councilman Messa – can have access to just their department; Councilman Reynolds – that alone will enhance our website, right now its nothing; Supervisor Miscione – our website we got, we were test people, we paid less – right now 611 is huge; that takes somebody that knows what is going on and keep up with it; we can revamp it for a cost – the platforms are all there; Councilman Lenart – who would be responsible for putting the Newsletters together; Supervisor Miscione – each department head would write it up and a company would lay it out and print it; we could put all Board appts., see what is really going on in the Town, we just need to use the site for all the functionality it has; Cheryl will get in touch with Cathedral Corporation to see if it is not to late to add to tax bill as to how residents would like to receive correspondence

III. REPORTS OF TOWN DEPARTMENTS

A. HIGHWAY SUPERINTENDENT RICHARD SHERMAN

- i. Hyesun Lee resigned – two (2) weeks’ notice effective December 9, 2022; it is a civil service position or Town can change the title; Supervisor Miscione and Highway Superintendent Richard Sherman spoke and would hire someone full time and split between the two departments;

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

(RESOLUTION NO. 346 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to accept the letter of resignation from Hyesun Lee – Highway Department.

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

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

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

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

(RESOLUTION NO. 347 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to reclassify the position as exempt for the Town Supervisor and Highway Superintendent Secretary position.

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

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

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

ADJOURNMENT

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There being no further business to come before the Board, upon motion duly made by Councilman Messa and seconded Councilman Lenart, the meeting was adjourned at 12:37P.M.

(RESOLUTION NO. 348 OF 2022)

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

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

The Resolutions were unanimously carried and duly *ADOPTED*.

Respectfully submitted,

Cheryl Jassak-Huther
Town Clerk
12/10/2022