

**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  
FEBRUARY 8, 2023 at 6:00 P.M.**

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

**OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:**

Town Clerk Cheryl A. Jassak-Huther  
Town Attorney Herbert Cully  
Bookkeeper to Supervisor Deanna Spina  
Deputy Town Supervisor Anthony J. Trevisani  
Asst. Director of Personnel Barbara Schwenzfeier

ABSENT: Councilman James J. Messa  
Highway Superintendent Richard Sherman

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

**I. BOARD MEETING MINUTES**

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

**(RESOLUTION NO. 44 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the January 18, 2023 Town Board Meeting Minutes.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**II. MATTERS SUBMITTED BY TOWN DEPARTMENTS**

**A. DEANNA SPINA**

**i. Vouchers and Vouchers from 1/18/2023**

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

**(RESOLUTION NO. 45 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the vouchers and vouchers from 1/18/2023.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**ii. Budget Transfers**

- 1. \$27,550.90 from Police Salaries BP3120.100 to Police Maint. Agreement BP3120.41 (to address the previous board approval of Lexipol Law Enforcement Policy)**

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

**(RESOLUTION NO. 46 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$27,550.90 from BP3120.100 to BP3120.41.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**2. \$4,316.46 from Maint. Agreement A1670.41 to Central Comm. System Contractual A1650.40**

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

**(RESOLUTION NO. 47 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$4,316.46 from A1670.41 to A1650.40.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**3. \$2,867.60 from Utilities A1620.41 to Traffic Lights A3310.40**

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

**(RESOLUTION NO. 48 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$2,867.60 from A1620.41 to A3310.40.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**4. \$783.25 from Utilities A1620.41 to Street Lights A5182.40**

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

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**(RESOLUTION NO. 49 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$783.25 from A1620.41 to A5182.40.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

- 5. \$390.00 from Programs for the Aging Equipment A6770.20 to Programs for the Aging Contractual A6772.40 (December 2022 membership)**

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

**(RESOLUTION NO. 50 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$390.00 from A6770.20 to A6772.40.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

- 6. \$2,599.09 from Parks Equipment A7110.20 to Parks Contractual A7110.40**

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

**(RESOLUTION NO. 51 OF 2023)**

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**RESOLVED**, that the New Hartford Town Board does hereby approve the transfer of \$2,599.09 from A7110.20 to A7110.40

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

iii. **NYS Government Finance Officers Association Annual Conference – Albany, NY**

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

**(RESOLUTION NO. 52 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve for Deanna Spina – Bookkeeper to Supervisor to attend the NYSGFOA Annual Conference.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**B. CHIEF RONALD FONTAINE**

- i. Camp Sitrin Emergency Action Plan – provide emergency services due to reservoir/dam on their property – assist with evacuation and traffic control in case of an emergency along with other agencies – they have an extensive emergency plan (not an agreement, just acknowledgement that receiving Sitrin’s plan); Town Attorney Herbert Cully – defer it and see what happens
- ii. Quality Inn Hotel – Compliance – several calls about illegal immigrants staying there with photos going around – there were some immigrants staying there legally on a work VISAS that were staying there for a few months, working at Briggs and Stratton, there was no problem with them – the bus was picking them up to take them to the next job site – looks like they were going down that road

- of long-term rentals that was previously discussed at a Board Meeting – pointing it out – should it continue and turn into a problem, bringing it to the Board that they were going down that road term rental; Town Attorney Herbert Cully – after speaking with Lary – they hotel indicated that they would have the people check out every two weeks and check back in – that is not the proper way to handle it – Herb will send a letter that the facility is not a long term rental
- iii. Lexipole – Policy/Training – going to implement that very shortly
  - iv. DCJS Body Work Camera Grant – applied for the grant, cameras are \$800 each, approved
  - v. Defense Tactics Annual Training Necessity/Invitation Possible – officers will be attending the training as a refresher – all are welcome to come see what they do – MV Police Academy
  - vi. ATF Reimbursement – will receive two payments (\$2,591.00 and \$1,627.00)

**III. MATTERS SUBMITTED BY TOWN SUPERVISOR**

**A. Liquor License – 30-day waiver – Café Florentine**

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

**(RESOLUTION NO. 53 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the 30-Day waiver Advanced Notice to Local Municipality for Café Florentine – 8647 Clinton Street – New Hartford, NY 13413.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**B. Willowvale Fire Department Service Award Program (approval of 2022 certified points)**

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

**(RESOLUTION NO. 54 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the Willowvale Fire Department Service Award Program (approval of 2022 certified points).

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

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

The Resolutions were carried 4 to 1 and duly *ADOPTED*.

**C. Willowvale Fire Department – Thursday, Feb. 9, 2023 – 7:00pm – presenting a plaque to the 11-year-old boy that did the rescue – all are invited**

**IV. MATTERS SUBMITTED BY TOWN ATTORNEY HERBERT CULLY**

A. Phone systems – sometimes when people call there is dead air and can't get through to anyone at the Town; Looking into upgrading our system

**V. REPORTS OF TOWN DEPARTMENTS**

A. Chris Moran

i. Permission to go out for BID for the Hillside Garden Sewer Repair – FEMA funded project (From floods from 2019)

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

**(RESOLUTION NO. 55 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve for Highway Superintendent Richard Sherman to go out for BID for the Hillside Garden Sewer Repair.

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

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

The Resolutions were carried 4 to 1 and duly *ADOPTED*.

ii. **Lettering for the Town Hall stand (front)** – Valley Signs will install the lettering; approx. \$2,000.00.

**VI. MATTERS SUBMITTED BY TOWN SUPERVISOR**

A. **Reappointment to the ZBA – Byron Elias**

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

**(RESOLUTION NO. 56 OF 2023)**

**RESOLVED**, that the New Hartford Town Board does hereby approve for the reappoint Byron Elias to the Zoning Board of Appeals effective June 9, 2023.

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Councilman Lenart and seconded Councilman Reynolds, the meeting was adjourned at 6:26 P.M.

**(RESOLUTION NO. 57 OF 2023)**

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

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

The Resolutions were carried 4 to 1 and duly **ADOPTED**.

Respectfully submitted,

Cheryl Jassak-Huther  
Town Clerk  
2/9/2023