

**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
WEDNESDAY, SEPTEMBER 18, 2024, 2024 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 James J. Messa
Councilman John Latini
Councilman David M. Reynolds
Councilman David Tehan
Supervisor Paul A. Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Deputy Town Supervisor, Anthony J. Trevisani
Town Attorney, Herbert Cully
Clerk, Shannon Madore
Police Chief, Ronald Fontaine

ABSENT: Town Clerk, Cheryl A. Jassak-Huther

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

I. SPEAKERS

- a. John Watson** – spoke about a project at Sherril Brook Park – for a trial system, would buy 165 acres; take 65 acres and put it back into the park system and give back to the Town; build a retention pond; community solar; borders the Town of Kirkland; stormwater; that this maybe a an appropriate location for this solar project, a special use permit has to be submitted to the Planning Board, Planning Board would act as the Lead agency, and they would hand SEQR and handle use for a Special Use permit or send back to Town Board for approval; Councilman Tehan/Messa requested material prior to the Board Meetings on issues like this before walking into a Board Meeting; more information has been requested from John Watson

The following Resolution was then introduced for adoption by Councilman Tehan and duly seconded by Councilman Messa:

(RESOLUTION NO. 314 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve for John Watson to return (tabled) to the October 2, 2024 meeting with more information (documentation) about the project before moving forward.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

TOWN BOARD MEETING

September 18, 2024

Page 2 of 8

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

- b. **Tim Doyle – Bonadio Group** – reviewed what has been working on with the Town of New Hartford; gave updates of what is working; certain internal deficiencies noted and internal weaknesses, not timely detected correctly – Town Council has acted on them; Bonadio has been gotten the reconciliations up to speed, making sure they are done on a regular basis, providing a revenue/budget each month; July 14th engagement letter, August 4th met with staff, since then met with IT staff and have remote access, bank statement since July 31st; Town has a lot of bank statements and are going through them; Begin with July 31st bank statements, going to go back to May/June; met with staff last week; should see in the next month the former months reports; Need to migrate anything that is in Excel to the software; asking to go back to bank statements as far as January 2024; meeting went well

II. **BOARD MEETING MINUTES**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 315 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve the Town Board Meeting Minutes from the September 4, 2024 meeting.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

DISCUSSION: at the last meeting the Board approved the Building permit for Community Solar Power Group for the fee amount of \$25,748.61, the fee was incorrect, it is \$26,748.61 – ALL IN FAVOR - AYE

III. **REPORTS OF TOWN DEPARTMENTS**

a. **TOWN CLERK**

1. **Denise Hensel - Secretary**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Messa:

(RESOLUTION NO. 316 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve to appoint Denise Hensel as PERMANENT Secretary in the Town Clerk's Office – passed the Civil Service Exam.

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

Councilman Messa	-	Aye
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TOWN BOARD MEETING

September 18, 2024

Page 3 of 8

Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

2. **Café Del Buono 30 Day Advance Notice – Liquor License**

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Tehan:

(RESOLUTION NO. 317 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve the 30-day advanced notice for Liquor License for Café Del Buono.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

IV. MATTERS SUBMITTED BY TOWN SUPERVISOR MISCIONE

a. Rec Center

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Messa:

(RESOLUTION NO. 318 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve Michael Hazelinger, part-time, Rec Center attendant, no vacancy position, just a fill in if needed when someone doesn't come into work, \$22 per hour, 17.5 hours a week, nights, weekends, etc.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

TOWN BOARD MEETING

September 18, 2024

Page 4 of 8

- b. **Senior Office Specialist I Civil Service Exam** – the Town currently has three (3) vacant Senior Office Specialist I position available and there is one (1) name on the most current list; no exam has been scheduled for that title as of yet per the County

1. **Chrisina Lacy** – change title and pay would stay the same at \$22 once passes the Senior Office Specialist I Civil Service Exam; Dory title is Secretary title for Civil Service;

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 319 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve to amend Chrisina title and change the title and allow to sit for the Senior Office Specialist I Civil Service exam and title would chance one passes the Senior Office Specialist I Civil Service exam.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

c. **VOUCHERS**

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Latini:

(RESOLUTION NO. 320 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve to pay the vouchers

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Ney
Supervisor Miscione	-	Aye

Resolutions PASSED with four affirmative votes and duly ***ADOPTED***.

V. **PUBLIC COMMENTS**

- a. **Matt Schafer** – Matt spoke in regards to a vehicle and traffic law matter

VI. **MATTERS SUBMITTED BY COUNCILMEN**

- a. **Councilman Messa**

TOWN BOARD MEETING

September 18, 2024

Page 5 of 8

1. **Progress Update on Roman Road Project** – substantial work has been done to the projects; Roman Road has been cleaned and stone has been installed; going to bring a second machine to finish the work
 2. **Mallory Road** – need to get three more for permission (easement); Supervisor Miscione is working on that, will set up a meeting with the property owners by the end of next week, will have an update at the October 2nd meeting
 3. **Imperial District lighting district** – National Grid gave an estimate – trying to get justification of where all the finances have gone for that project – we also don't want to hold back National Grid – working on that before we can add more lights
- b. **COUNCILMAN LATINI** – Alternate Member of the Planning/Zoning Board; bring a member back to the Planning Board – would need a Local Law amending our Code to allow an alternate member to the Planning Board; Vincent Chiffy alternate member of Zoning Board – Councilman Latini made a motion; a notice was put out by Barb – no application was sent in for Chiffy just Michele DeTraliglia; one person did apply; Supervisor Miscione – we had his application from the Police Commission; deferred to the next meeting; need to repost; Town Attorney Herbert Cully suggested a Local Law – put it out to everyone – specific rules; Councilman Messa suggested Barb posted it for two alternate members; Town Board will review the applicants; need to set up a Public Hearing (vote on it Oct. 2nd meeting and set for November meeting).

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 321 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve to change the Local Law for an alternate member for the Planning Board and review the Local Law at the October 2, 2024 Town Board Meeting.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

c. **COUNCILMAN REYNOLDS**

1. **Fire Inspection Report for September 1st – September 16th** – 13 inspections – total of \$4,017.55 brought in for **partial** month; total collected to DATE is \$33,392.50 (\$20,385.45 was collected from July – present); making progress; Town Clerk's office is doing an outstanding job in compiling, tracking,

sending out the vouchers and collecting the payments, scheduling – need to lock a process down

2. **Speeding on Woodberry Road** - nightly thing, after day, pickup trucks – Chief will look into it

VII. MATTERS SUBMITTED BY TOWN SUPERVISOR MISCIONE

- a. **Veterans Park Ceremony** – September 29, 2024 – 1:00pm – just a reminder – expecting 200 plus people

VIII. MATTERS SUBMITTED BY TOWN ATTORNEY HERBERT CULLY

- a. Thanked the Police Department on a serious matter

IX. MATTERS SUBMITTED BY TOWN SUPERVISOR MISICIONE

- a. 2025 Tentative Budget is due to the Town Clerk no later than September 30, 2024; then it is presented to the Town Board (tentative budget) on or before October 5, 2024.
- b. BONDS – Capital projects – work on now – especially paving – park projects – police department (body cams) – make a list for next meeting – need to work with ALL Departments Heads on what they need for each department for 2025 budget; looking to BOND \$2 million for paving

X. MATTERS SUBMITTED BY TOWN ATTORNEY HERBERT CULLY

- a. **Appeal for a FOIL from Tiffanie Irwin – Beford Hills Correctional Facility** – Word of Life Incident; asking for documentation pending an appeal; all has been provided to her attorney

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Latini:

(RESOLUTION NO. 322 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve deny the appeal as all documentation has been provided to the attorney

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

XI. EXECUTIVE SESSION

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 323 OF 2024)

TOWN BOARD MEETING

September 18, 2024

Page 7 of 8

RESOLVED, that the New Hartford Town Board does hereby approve to enter into Executive Session (8:12pm) to discuss personnel.

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Latini:

(RESOLUTION NO. 324 OF 2024)

RESOLVED, that the New Hartford Town Board does hereby approve to come out of Executive Session (8:44pm).

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Councilman Tehan and seconded Councilman Messa, the meeting was adjourned at 8:45 P.M.

(RESOLUTION NO. 325 OF 2024)

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

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

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

Respectfully submitted,

Cheryl Jassak-Huther

TOWN BOARD MEETING

September 18, 2024

Page 8 of 8

Town Clerk

9/22/2024