

**TOWN BOARD MEETING
TOWN OF NEW HARTFORD, NEW YORK
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY
ON WEDNESDAY, SEPTEMBER 23, 2026 at 6:00 P.M.**

Supervisor Messa called the meeting to order at 6:00 P.M. Prior to commencing business, The Supervisor then led those in attendance in the Pledge of Allegiance.

The roll was taken with the following Town Officials and Department Heads present:

TOWN BOARD MEMBERS PRESENT:

Councilman Vincent Pristera

Councilman John Latini

Councilman David M. Reynolds

Deputy Supervisor/Councilman David Tehan

Supervisor James Messa

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Personnel Director/Finance, Christina Lacy

Police Chief, Ronald Fontaine

Highway Superintendent, Richard Sherman

Town Attorney, Herb Cully

Town Clerk, Michele Moran

Deputy Town Clerk, Susan Keller

Codes Officer, Mike Mulligan

Library Director, Anne DuRoss

Members of the Media:

Alexis Manore, Rome Daily Sentinel

WKTV Media team member

A quorum was declared present for the transaction of business.

Attorney Cully recommended the following resolution for action.

**RESOLUTION NO. 309 OF 2026
AMENDMENT TO ORDER OF BUSINESS**

RESOLVED, that the New Hartford Town Board does hereby amend the Order of Business adopted at the Organizational meeting on January 1, 2026 to move the Public Comment portion of the meeting to the end of the agenda.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

APPROVAL OF MINUTES

Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Latini:

RESOLUTION NO. 310 OF 2026 APPROVAL OF SEPTEMBER 2, 2026 MINUTES

RESOLVED, that the Town Board approves the September 2, 2026 Town Board Meeting Minutes and waives their reading.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

RESOLUTION NO. 311 OF 2026 APPROVAL OF VOUCHERS

RESOLVED, that the Town Board approves the Abstract of Vouchers for payment.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE (Abstain on Arrow Bank), Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

SUPERVISOR

Supervisor Messa distributed the 2027 Tentative Budget and announced a proposed 2% tax reduction while maintaining Town services.

Councilman Latini introduced the following Resolution for adoption; seconded by Councilman Tehan:

RESOLUTION NO. 312 OF 2026 SCHEDULING OF BUDGET WORK SESSIONS

RESOLVED, that the Town Board schedules Budget Work Sessions for October 5, 2026 at 5:00 P.M. and October 6, 2026 at 5:00 P.M. if necessary.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

TOWN ATTORNEY

Town Attorney Cully presented Local Law Introductory "H" of 2026 establishing a Volunteer Firefighter Real Property Tax Exemption. Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Latini:

RESOLUTION NO. 313 OF 2026 LOCAL LAW INTRODUCTORY "H" OF 2026

RESOLVED, that the Town Board accepts Local Law Introductory "H" of 2026 and authorizes a Public Hearing.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

Councilman Latini introduced the following Resolution for adoption; seconded by Councilman Reynolds:

**RESOLUTION NO. 314 OF 2026
SCHEDULE PUBLIC HEARING**

RESOLVED, that the Town Board schedules a Public Hearing on Local Law Introductory "H" of 2026 for October 7, 2026.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

TOWN CLERK

Town Clerk, Michele Moran presented a Large Gathering Permit application and an ICAN raffle request.

RESOLUTION NO. 315 OF 2026

APPROVAL OF LARGE GATHERING PERMIT – IMMANUEL BAPTIST CHURCH

RESOLVED, that the Town Board approves a Large Gathering Permit for an event scheduled October 10, 2026 at the Immanuel Baptist Church.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

**RESOLUTION NO. 316 OF 2026
ICAN RAFFLE AUTHORIZATION**

RESOLVED, that the Town Board authorizes ICAN to conduct raffle ticket sales within the Town.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

Clerk Moran requested the Board to approve the signature of the 2025-2026 Youth Employment Agreement with Oneida County. A motion was made by Councilman Reynolds and seconded by Councilman Latini.

**RESOLUTION NO. 317 OF 2026
YOUTH EMPLOYMENT PROGRAM AGREEMENT**

RESOLVED, that the Town Board authorizes Supervisor Messa to execute the Youth Employment Program Agreement.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

POLICE

Chief Fontaine presented the annual Governor's Traffic Safety Grant and requested approval for a Police Department flooring project.

**RESOLUTION NO. 318 OF 2026
NEW YORK STATE GOVERNOR'S TRAFFIC SAFETY GRANT**

RESOLVED, that the Town Board authorizes participation in the Governor's Traffic Safety Program and execution of all related documents.

Upon Roll Call: Supervisor Messa – AYE, Councilman Tehan – AYE, Councilman Reynolds – AYE, Councilman Latini – AYE, Councilman Pristera – AYE. The Resolution was carried and adopted.

**RESOLUTION NO. 319 OF 2026
POLICE DEPARTMENT FLOORING PROJECT**

RESOLVED, that the Town Board awards the Police Department Flooring Project to MGM Enterprises in the amount of \$29,668.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

PERSONNEL / FINANCE

Personnel Director Lacy reported the resignation of Codes Clerk Shannon Madore and provided updates on benefits renewals and the new phone system.

**RESOLUTION NO. 320 OF 2026
ACCEPTANCE OF RESIGNATION - SHANNON MADORE**

RESOLVED, that the Town Board accepts the resignation of Shannon Mador effective September 25, 2026.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

**RESOLUTION NO. 321 OF 2026
BUDGET TRANSFER - POLICE FLOORING PROJECT**

RESOLVED, that the Town Board authorizes a budget transfer from account BP91200-00 of \$29,668 to account BP31200-44 to fund the Police Department Flooring Project.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

HIGHWAY

Highway Superintendent Sherman provided updates on winter materials, hazardous tree removal, drainage projects, Oneida Street improvements, and department operations.

**RESOLUTION NO. 322 OF 2026
SNOW AND ICE AGREEMENT**

RESOLVED, that the Town Board authorizes execution of the annual Snow and Ice Agreement with Oneida County.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

**RESOLUTION NO. 323 OF 2026
SURPLUS 2014 MACK PLOW TRUCK**

RESOLVED, that the Town Board declares a 2014 Mack plow truck surplus and authorizes its sale.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

**RESOLUTION NO. 324 OF 2026
FULL-TIME APPOINTMENT - SHANNON GUERNSEY**

RESOLVED, that Shannon Guernsey is appointed Full-Time Secretary to the Highway Superintendent effective September 28, 2026, at \$22.00 per hour and 35 hours per week.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

The Board discussed potential vehicle purchases for the Codes and Highway Departments. No action was taken.

LIBRARY

Library Director DuRoss reported on upcoming programs and the Library roof replacement project.

MATTERS SUBMITTED BY COUNCILMEN

Councilman Latini raised concerns regarding damage caused by a tree at a Westminster Road residence. Supervisor Messa advised the matter would be referred to the Town's insurance carrier.

PUBLIC COMMENT

Karen LaScala, Oneida Street, inquired about the proposed Volunteer Firefighter Tax Exemption and was advised that it would apply to eligible volunteer firefighters residing within the Town.

Ms. LaScala also expressed support for providing outside legal counsel to assist the Town Clerk with the review of complex FOIL requests and emphasized the importance of ensuring records are properly reviewed prior to release to protect the Town from potential liability. She additionally requested that Board members speak more clearly into their microphones to improve audibility for the public.

Board members discussed differing perspectives regarding the retention of outside counsel for FOIL matters. Chief Fontaine noted that Police Department FOIL requests are typically routine and limited in scope in comparison to the FOILs that special counsel was being sought for.

Mr. Chuck Tomaselli addressed the Board regarding the Recreation Center project and the Veterans Memorial Park Micro Forest. Discussion included educational signage, pollinator gardens, possible alternative locations, and property ownership considerations. No action was taken.

Supervisor Messa provided updates regarding proposed BJ's Wholesale Club and Chick-fil-A projects.

EXECUTIVE SESSION

Councilman Latini introduced the following Resolution for adoption; seconded by Councilman Reynolds:

RESOLUTION NO. 325 OF 2026 OPEN EXECUTIVE SESSION

RESOLVED, that the Town Board enter Executive Session at approximately 7:34 P.M. to discuss tax certiorari litigation involving KeyBank, At Home Plaza, and Rite Aid.

Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.

Councilman Latini introduced the following Resolution for adoption; seconded by Councilman Reynolds:

**RESOLUTION NO. 326 OF 2026
CLOSE EXECUTIVE SESSION**

RESOLVED, that the Town Board exit Executive Session at approximately 8:00 P.M.
Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE,

Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and adopted.
No action was taken during Executive Session.

ADJOURNMENT

A motion to adjourn was made by Councilman Latini and seconded by Councilman Reynolds.
Upon Roll Call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Motion carried.

The meeting adjourned at approximately 8:03 P.M.

Next Meeting: October 7, 2026

Respectfully submitted,

A handwritten signature in black ink that reads "Michele Moran". The signature is written in a cursive, flowing style.

Michele Moran
Town Clerk
Approved Oct. 7, 2026