

**TOWN BOARD MEETING
TOWN OF NEW HARTFORD, NEW YORK
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY
ON WEDNESDAY, DECEMBER 10, 2025 at 6:00 P.M.**

Supervisor Miscione called the meeting to order and led those present in the Pledge of Allegiance.

The following Town Officials and Department Heads present:

TOWN BOARD MEMBERS PRESENT:

Councilman James Messa

Councilman John Latini

Councilman David M. Reynolds

Deputy Supervisor Anthony Trevisani

Supervisor Paul Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Police Chief Ronald Fontaine

Highway Superintendent Richard Sherman

Town Attorney Herb Cully

Others unknown

APPROVAL OF PRIOR MEETING MINUTES

RESOLUTION NO. 292 OF 2025

APPROVAL OF OCTOBER 22, 2025 TOWN BOARD MEETING MINUTES

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

RESOLVED, that the October 22, 2025 Town Board Meeting Minutes be approved and their reading waived.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 293 OF 2025

APPROVAL OF NOVEMBER 5, 2025 TOWN BOARD MEETING MINUTES

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

RESOLVED, that the November 5, 2025 Town Board Meeting Minutes be approved and their reading waived.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 294 OF 2025

APPROVAL OF NOVEMBER 10, 2025 TOWN BOARD MEETING MINUTES

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

RESOLVED, that the November 10, 2025 Town Board Meeting Minutes be approved and their reading waived.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 295 OF 2025

APPROVAL OF NOVEMBER 22, 2025 TOWN BOARD MEETING MINUTES

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

RESOLVED, that the November 22, 2025 Town Board Meeting Minutes, with date corrected, be approved and their reading waived.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

TOWN CLERK

RESOLUTION NO. 296 OF 2025

30-DAY ADVANCE NOTICE OF LIQUOR LICENSE APPLICATION

The Town Board acknowledged receipt of a 30-Day Advance Notice of Liquor License Application for Toka boka Restaurant.

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

RESOLVED, that the Town Board acknowledges receipt of the 30-Day Advance Notice of Liquor License Application for Toka boka Restaurant and approves.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

POLICE DEPARTMENT

Chief Fontaine discussed a proposed Municipal Animal Shelter Agreement. Following discussion, the matter was tabled for additional review.

RESOLUTION NO. 297 OF 2025

SUPPLEMENTAL POLICE SERVICE AGREEMENT

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

RESOLVED, that the Supervisor is authorized to execute the Supplemental Police Service Agreement for Lennon's Jewelers.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 298 OF 2025

KIRKLAND ANIMAL CONTROL OFFICER SERVICE AGREEMENT

Chief Fontaine reviewed call volume and service demands associated with the agreement.

Following discussion, the annual compensation was amended to \$15,000 for services and \$5,000 for vehicle expenses.

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

RESOLVED, that the Town Board approves the Kirkland Animal Control Officer Service Agreement, as amended.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

Chief Fontaine also reported on recent compliance inspections, updates to registered offender records, and continuing cooperation with Sangertown Square management regarding security concerns.

CODES DEPARTMENT

RESOLUTION NO. 299 OF 2025

BUILDING OFFICIAL MEMBERSHIPS

The following Building Official memberships were presented for renewal by Councilman John Latini, Seconded by Councilman Reynolds:

- Mike Connors
- Steve Karat
- Dan Travasani
- George Farley

The Board approved the memberships.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

BOARD OF ASSESSMENT REVIEW

The following reappointments were considered:

- Wilmar Sifre
- Byron Elias
- John Purdy

The Board noted that Mr. Purdy's appointment would be backdated to April 2024 due to an administrative oversight.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye

The Resolution was thereupon declared adopted.

SUPERVISOR'S REPORT

RESOLUTION NO. 300 OF 2025 APPROVAL OF VOUCHERS

The Town Board reviewed vouchers presented for payment. Discussion included grant-funded highway equipment purchases, CHIPS allocations and associated accounting journal entries. After further discussion regarding budget transfers, Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Tehan:

RESOLVED, that the vouchers presented for audit be approved for payment.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – AYE (with Abstain from Adk Bank), Councilman Latini – Aye, Councilman Reynolds - Aye

The Resolution was thereupon declared adopted.

RESOLUTION NO. 301 OF 2025 ENERGY PROFESSIONALS AGREEMENT

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

RESOLVED, that the Supervisor is authorized to execute the Energy Professionals Agreement.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye

The Resolution was thereupon declared adopted.

RESOLUTION NO. 302 OF 2025 GATES COLE LIABILITY INSURANCE AGREEMENT

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

RESOLVED, that the Supervisor is authorized to execute the Gates Cole Liability Insurance Agreement.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

LIBRARY

RESOLUTION NO. 303 OF 2025 REAPPOINTMENT OF LIBRARY TRUSTEE

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

RESOLVED, that Noel Visalli is reappointed to the Library Board of Trustees for a five-year term.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

POLICE

Police Chief Fontaine and the Board discussed some updates regarding a reinspection at Pinecrest Motel and Sangertown Mall security issues.

PLANNING & ZONING

Town Attorney Herb Cully reviewed revisions to the proposed Solar Moratorium and advised that a Public Hearing would be required.

RESOLUTION NO. 304 OF 2025

SCHEDULING PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 1 OF 2026

After presentation from Attorney Herb Cully on Proposed Local Law No. 1 of 2026 with changes (formerly introduced Local Law 6 of 2025), Councilman Reynolds introduced the following Resolution for adoption; seconded by Councilman Latini:

RESOLVED, that a Public Hearing on Proposed Local Law No. 1 of 2026 be scheduled for January 7, 2026, and that the Town Clerk be directed to provide the required notice.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

FIRE INSPECTIONS

Councilman Reynolds reported on fire inspections performed and collected.

CODES DEPARTMENT

RESOLUTION NO. 305 OF 2025 ASSIGNMENT OF SHANNON MADORE TO THE CODES OFFICE

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

RESOLVED, that Shannon Madore, upon her email request, be reassigned from the Town Clerk's Office to the Codes Office in her current part-time position and at her current rate of pay (\$20/hr).

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Nay, Councilman Tehan – Nay, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

TOWN BOARD

RESOLUTION NO. 306 OF 2025 2026 ORGANIZATIONAL MEETING

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

RESOLVED, that the 2026 Organizational Meeting be held on January 1, 2026 immediately following the swearing-in ceremony, with 1st regular Town Board meeting of January to be held January 7th, 2026.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

HIGHWAY DEPARTMENT

Councilman Messa requested an update regarding the Roman Road retention pond project. Highway Superintendent Rick Sherman reported that the first phase of the project is substantially complete and that remaining work is expected to be completed in 2026.

RESOLUTION NO. 307 OF 2025 AUTHORIZATION TO ENTER EXECUTIVE SESSION

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

RESOLVED, that the Town Board enter Executive Session to discuss personnel matters, the Library contract, and the PBA contract.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

EXECUTIVE SESSION

The Town Board returned from Executive Session. No action was taken.

TOWN BOARD COMMENTS

Councilman Latini thanked Supervisor Miscione for his years of service to the Town and recognized his contributions during his tenure, including improvements to Town facilities and operations. Members of the Board expressed their appreciation and wished him well in his future endeavors.

Supervisor Miscione thanked the Board and residents for their support and stated that he remained available to assist the Town in any way possible if his knowledge is needed in the future.

RESOLUTION NO. 308 OF 2025

ADJOURNMENT

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

RESOLVED, that the Town Board Meeting be adjourned.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 309 OF 2025

RE-OPEN MEETING

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

RESOLVED, that the Town Board Meeting be re-opened to schedule a special meeting.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 310 OF 2025

SCHEDULE SPECIAL MEETING

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

RESOLVED, that a Special Town Board Meeting be scheduled on December 18th, 2025 at 5:30 pm. Clerk to advertise.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

RESOLUTION NO. 311 OF 2025
ADJOURNMENT

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

RESOLVED, that the Town Board Meeting be adjourned.

Upon roll call, the vote was as follows: Supervisor Miscione – Aye, Councilman Messa – Aye, Councilman Tehan – Aye, Councilman Latini – Aye, Councilman Reynolds - Aye
The Resolution was thereupon declared adopted.

The meeting was adjourned.

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 (as of 1/1/2026)
Approved 10/7/26

Note: These minutes were prepared by personnel not present at the meeting and were derived from a video tape recording to the best of my ability.