

TOWN BOARD MEETING
TOWN OF NEW HARTFORD, NEW YORK
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY
ON WEDNESDAY, JUNE 3, 2026 at 6:00 P.M.

Supervisor Messa called the meeting to order at 6:00 P.M. The Supervisor led those in attendance in the Pledge of Allegiance. The roll was then 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:

Codes Enforcement Officer, George Farley
Personnel Director, Christina Lacy
New Hartford Public Library Director, Anne DuRoss
Police Chief, Ronald Fontaine
Highway Superintendent, Richard Sherman
Town Attorney, Herb Cully
Town Clerk, Michele Moran
Deputy Town Clerk, Susan Keller
Assessor, Darlene Abbatecola

Members of the media: Alexis Manore, Rome Daily Sentinel

A quorum was declared present for the transaction of business.

ANNOUNCEMENTS

Supervisor Messa congratulated the New Hartford High School softball, track, and baseball teams for advancing through sectionals and into state competition. The softball team was competing in St. Lawrence on the evening of the meeting; the Supervisor noted he would provide an update if one became available before adjournment.

PRESENTATIONS

ADIRONDACK BANK – K-9 UNIT DONATION PRESENTATION

Representatives from Adirondack Bank, presented a donation supporting the Police Department's new K-9 program. Chief Fontaine and members of the Town Board joined the presentation. The Supervisor thanked Adirondack Bank for its longstanding support of the community and the Police Department.

HIGH STREET / INSURANCE MARKET REVIEW PRESENTATION

Bill Cole and Jennifer Giaccio provided an update on the Town's annual insurance market review.

The Supervisor noted that the Town had not conducted a full remarket in several years, and thanked Jennifer, Christina Lacy, Chief Fontaine, Superintendent Sherman, and Councilman Reynolds for their work compiling applications and documentation.

The Town approached multiple carriers, including Liberty Mutual and Selective. Liberty Mutual declined due to pricing (quoted approximately \$500,000). Selective was not competitive. Final proposals were received from Travelers (the Town's long-time carrier) and Trident Insurance.

Trident insures more than a dozen municipalities represented by the presenting agency, with 57 municipal clients overall.

The presenters directed the Board to page 6 of the proposal for detailed comparisons. Bill Cole continued his presentation regarding the Town's insurance remarket. He reported that switching from Travelers to Trident Insurance would result in an estimated \$27,000 annual savings, noting that both companies are reputable municipal carriers with decades of experience. He emphasized that Trident insures more than a dozen municipalities represented by his agency and has a strong national presence.

Cole explained that Travelers was given a final opportunity to adjust its pricing but was unable to match Trident's proposal. He noted that the remarketing process required extensive work by Town staff, including the Police Department, Highway Department, and Finance Office, totaling more than 150 hours of preparation and underwriting coordination.

Cole reviewed the remaining steps required to bind coverage, including completion of signature pages and scheduling a meeting with the Supervisor, Personnel Director, and any Board members the Supervisor designates. Coverage must be finalized prior to June 28.

RESOLUTION NO. 194 of 2026
AUTHORIZING INSURANCE COVERAGE WITH TRIDENT INSURANCE

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

RESOLVED that the New Hartford Town Board does hereby authorize the Supervisor to execute all necessary documents to bind municipal insurance coverage with Trident Insurance, as presented, and to take any additional administrative actions required to complete the transition.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

PRESENTATION – NORTHLAND COMMUNICATIONS (PHONE SYSTEM UPGRADE)

Dan from Northland Communications presented a proposal to transition the Town's existing premise-based IP Office phone system to a cloud-hosted phone system. He reported that the Town's current system requires a separate annual maintenance contract, which cost \$5,263 in the most recent renewal cycle. When factoring in the elimination of the maintenance contract, the hosted system would result in an estimated \$546 monthly savings. The hosted system includes all maintenance, replacement of failed equipment, remote support, and on-site service at no additional cost. The system provides modern features including Bluetooth capability, improved reliability, and the ability for staff to log in from remote locations. The proposal includes a fixed monthly cost of \$1,806.14 for a three-year term.

Dan confirmed that the Town would not own the phones outright under the hosted model, but that this structure allows for free upgrades to newer phone models as technology evolves.

RESOLUTION NO. 195 of 2026
AUTHORIZING CLOUD-HOSTED PHONE SYSTEM AGREEMENT – NORTHLAND COMMUNICATIONS

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

RESOLVED that the New Hartford Town Board does hereby authorize the Supervisor to execute the agreement with Northland Communications for implementation of a cloud-hosted municipal phone system at a monthly cost of \$1,806.14, for a three-year term, as outlined in the proposal; and be it further

RESOLVED that the Supervisor is authorized to sign the agreement upon receipt of the final contract documents.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

PUBLIC COMMENT

A resident, Donna Owens, Cosmo Court addressed the Board regarding an email she sent to all Board members on May 22 regarding personal social media accounts. She stated she had not received confirmation of her email and asked why no response was provided. Supervisor Messa and Councilman Latini acknowledged that they had received her email but did not interpret it as requiring a reply. Ms. Owens went on to state that the Supervisor had previously emphasized “open communication” and “listening to residents”, and she expressed concern. The Supervisor clarified that he had met with her earlier in the year at her request, demonstrating that he responds when meetings are sought on matters related to Town business.

The Supervisor and Assistant Personnel Director noted that the Town is currently updating its Employee Handbook, including social media policies, and that the revised handbook will be presented at the next organizational meeting.

A resident, Cindy Sigbieny, Champman Road addressed the Board regarding several concerns on Chapman Road, including litter, speeding, truck traffic, and safety issues. She stated that debris and garbage frequently accumulate both on her property and on the vacant parcel across the road. The Highway Superintendent clarified that while the Town contracts with Oneida County to mow county rights-of-way, the Town does not have a contract to pick up litter on county-owned property. He stated he would contact the property owner and explore the possibility of installing “No Littering” or similar signage.

Ms. Sigbieny also raised concerns about speeding on Chapman Road. Police Chief Fontaine reported that Chapman Road and Valley View Road are recurring enforcement areas and that the Police Department conducts targeted speed details based on data. She additionally asked about truck weight limits. Superintendent Sherman stated he would review whether any posted tonnage restrictions apply and noted that the road is scheduled for paving in the coming weeks.

Ms. Sigbieny also inquired about electric bikes and scooters operating unsafely. Chief Fontaine explained that municipalities countywide are experiencing similar issues, that laws governing these devices are relatively new, and that the Police Department is actively enforcing applicable regulations. He noted that an arrest had been made earlier that day involving an electric scooter on Commercial Drive.

A resident, Carol Goodman, Virginia Lane, commented regarding speeding on Paris Road, noting that the area is used as a cut-through and has experienced issues including past drag racing. The Chief confirmed that Paris Road has previously been studied using the speed trailer and that updated data will be collected to guide targeted enforcement.

The Board discussed the possibility of revisiting prior conversations about municipal sanitation services, noting that some municipalities operate single-source collection systems that reduce truck traffic and road wear. The Highway Superintendent stated that this concept had been reviewed in past years and could be evaluated again in the future.

No further speakers came forward.

RESOLUTION No. 196 of 2026

PUBLIC HEARING – ZONE CHANGE (C1 TO RPDD) – 4647 MIDDLE SETTLEMENT ROAD

Supervisor Messa requested a resolution to open the public hearing regarding the proposed zone change from C1 Commercial to RPDD for property located at 4647 Middle Settlement Road. Motion made by Councilman Latini, Second by Councilman Pristera

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

Brian Bouchard of CHA Consulting, representing the applicant, provided a summary of the request. The parcel consists of approximately 7 acres south of Lowe's near Wood Park Drive. The applicant seeks rezoning to RPDD to allow construction of a 120-unit market-rate multifamily apartment community consisting of three buildings, associated parking, sidewalks, clubhouse amenities, stormwater facilities, and a playground.

Mr. Bouchard reported that the Planning Board issued a positive recommendation after reviewing the application, traffic study, utility capacity letters, and updated site materials. He noted that the project includes 216 parking spaces, sidewalk connections, trash enclosures, snow-storage areas, and stormwater management designed to Town and State standards. Supervisor Messa requested that the applicant review the driveway width to ensure adequate access for fire apparatus. The applicant confirmed compliance with the Fire Code and agreed to provide turning-movement documentation during site plan review.

No members of the public spoke during the hearing. A Board member asked whether the project is market-rate housing. The applicant confirmed that the units will be market-rate, not subsidized.

The Board discussed public notification requirements for the future Planning Board site plan hearing. The Town Attorney advised that the Board may condition approval on notifying residents within 1,000 feet, and the Board agreed to also include Liberty Avenue residents.

RESOLUTION No. 197 of 2026

A motion was made to close the public hearing by Councilman Latini, Second by Councilman Tehan

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The public hearing was closed.

RESOLUTION No. 198 of 2026

ADOPT ZONE CHANGE (C1 TO RPDD) - 4647 MIDDLE SETTLEMENT ROAD

A motion was made by Councilman Latini and seconded by Councilman Tehan to approve the zone change from C1 to RPDD as proposed. A Conditional Negative Declaration under SEQRA was issued and the matter was referred to the Planning Board for detailed site plan review. All residents within 1,000 feet, as well as residents of Liberty Avenue, shall be notified when the site plan application is scheduled before the Planning Board. The zone change was approved, conditioned on the project being market rate, as represented in the application.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 199 of 2026

**PUBLIC HEARING - LL INTRODUCTORY NO. 3 of 2026
ANDOVER AVENUE TRUCK TRAFFIC RESTRICTION**

Supervisor Messa requested a motion to open the public hearing on Local Law Introductory No. 3 of 2026, relating to truck traffic on Andover Avenue. Motion made by Councilman Latini, Seconded by Councilman Pristera

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The public hearing was opened.

Councilman Reynolds presented photographs depicting ongoing issues with delivery trucks exiting the rear of the shopping center onto Andover Avenue, then attempting to turn onto Wilbur Road. He reported that trucks are unable to make the turn without backing and maneuvering, resulting in: Damage to a mature hedge on a neighboring property, repeated strikes to a utility pole, safety concerns for residents.

He stated that restricting truck traffic on Andover Avenue would require trucks to exit through the shopping center's internal drive or use the main Wilbur Road access, eliminating the turning conflict at the residential corner.

No residents spoke during the hearing.

RESOLUTION No. 200 of 2026

A motion was made to close the public by Councilman Reynolds, seconded by Councilman Latini

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The public hearing was closed.

RESOLUTION No. 201 of 2026

ADOPT LL Introductory No. 3 of 2026 ANDOVER AVENUE TRUCK TRAFFIC RESTRICTION

Councilman Reynolds made a motion to proceed with installation of “No Truck Traffic” signage on Andover Avenue. Second by Councilman Latini. The Town Attorney advised that, once signage is installed, the Town should notify businesses believed to be associated with the truck traffic so they are formally informed of the restriction. The Police Chief confirmed that enforcement may follow after signage is in place.

The Highway Superintendent noted that sign specifications were provided and will be ordered for installation.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 202 of 2026

PUBLIC HEARING – LOCAL LAW INTRODUCTION NO. 4 of 2026

TERM LIMITS FOR TOWN SUPERVISOR AND TOWN COUNCILPERSON

Supervisor Messa requested a motion to open the public hearing on Local Law Introductory No. 4 of 2026, proposing to establish term limits for the offices of Town Supervisor and Town Councilperson. Councilman Tehan made the motion, seconded by Councilman Pristera

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The public hearing was opened.

Town Attorney Cully summarized the proposed local law. The law would limit eligibility to serve as Town Supervisor or Town Councilperson to three consecutive four-year terms. “Consecutive terms” would mean service without interruption; a break in service of at least two full terms would reset eligibility.

Public Comment

A resident asked how long each term is; the Board confirmed that terms are four years, making three consecutive terms equal to twelve years of service.

Former Councilman Richard Woodland addressed the Board, noting his 25 years of service and expressing support for term limits. He stated that term limits promote opportunities for new leadership, reduce the difficulty of challenging long-term incumbents, and encourage renewal in local government. He suggested that two terms (eight years) would be sufficient.

Mary McEnroe asked whether term limits should apply to other elected offices. The Town Attorney clarified that the proposed law applies only to Town Supervisor and Town Councilperson.

Board Discussion

Board members engaged in extensive discussion regarding the merits of term limits.

Some members expressed support for term limits, noting that long-term incumbency can discourage potential candidates and that term limits may promote broader participation in local government.

Other members opposed term limits, stating that elections every four years already provide a mechanism for accountability, that continuity and experience are valuable, and that historical service patterns in New Hartford show that turnover occurs naturally. Members discussed historical data regarding past supervisors and councilpersons, noting that most supervisors have served one or two terms, and that the Town Board has seen regular turnover over several decades.

RESOLUTION No. 203 of 2026

After public comment concluded, a motion by Councilman Latini to close the public hearing, seconded by Councilman Reynolds.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The public hearing was closed.

RESOLUTION No. 204 of 2026

TERM LIMITS FOR TOWN SUPERVISOR AND TOWN COUNCILPERSON

A motion was made by Councilman Tehan to adopt the local law as written, establishing three consecutive terms as the limit for Town Supervisor and Town Councilperson, seconded by Supervisor Messa.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - NAY, Councilman Latini - NAY, Councilman Pristera - NAY. With a vote of 2-3, the motion did not carry.

MATTERS BY TOWN SUPERVISOR

Intermunicipal Agreement – Sewer District Improvements

Supervisor Messa presented the proposed intermunicipal agreement with Oneida County relating to the County's \$26 million sewer infrastructure grant program. The Town of New Hartford has been allocated approximately \$7.3 million for sewer system improvements within the Town.

The Supervisor and Town Attorney explained that the County administers the program through County Planning, and participating municipalities receive sewer rehabilitation work at no cost to the Town. The agreement enables the County to perform relining and other infrastructure upgrades in identified areas of the Town. All surrounding municipalities, with the exception of the City of Utica (which operates under a different structure), have already joined the program.

RESOLUTION No. 205 of 2026

INTERMUNICIPAL AGREEMENT – SEWER DISTRICT IMPROVEMENTS

A motion was made by Councilman Reynolds to approve the resolution authorizing the Town to enter into the intermunicipal agreement, seconded by Councilman Latini.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 206 of 2026

Pro-Housing Community Resolution (DRI Eligibility)

Supervisor Messa revisited the Pro-Housing Community Resolution, previously discussed at the May 14 special meeting. He explained that adopting the resolution is a required step for eligibility in the State's Downtown Revitalization Initiative (DRI) and New York Forward grant programs, which provide awards of \$10 million and \$4.5 million, respectively.

The Supervisor noted that the Town has long discussed revitalization opportunities for Chadwicks and the DRI program could provide significant funding for infrastructure and Main Street improvements. The Town has already submitted the Letter of Intent, signed by all Board members except Councilman Pristera. The resolution does not mandate construction of any specific type of housing; it simply affirms that the Town is open to growth and will follow its existing planning and zoning processes.

Board members discussed concerns regarding language in the State's resolution referencing "streamlined permitting" for certain housing types. The Town Attorney clarified that "streamlining" refers to limiting duplicative documentation, not bypassing the Planning Board or ZBA. All projects would continue to follow the Town's standard review procedures.

Councilman Latini expressed concern that the resolution could be interpreted as requiring acceptance of low-income housing. The Supervisor reiterated that the resolution does not obligate the Town to approve any specific housing proposal and that all applications remain subject to normal review.

A motion was made to adopt the Pro-Housing Community Resolution for purposes of DRI eligibility by Councilman Pristera, Seconded by Councilman Tehan.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - NAY, Councilman Pristera - AYE.

The motion carried 4-1, and the resolution was adopted.

The Supervisor noted that the resolution requires certification by the Town Clerk, who confirmed receipt of the document.

Pro-Housing Community – Town of New Hartford

Resolution Number: 206 of 2026

WHEREAS, the Town of New Hartford (hereinafter "local government") believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State's economic growth and community well-being; and

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities; and

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities; and

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

NOW, THEREFORE, IT IS HEREBY RESOLVED the Town of New Hartford, in order to take positive steps to alleviate the housing crisis, adopts the Pro-Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Incorporating regional housing needs into planning decisions.
3. Increasing development capacity for residential uses.
4. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

Date: June 3, 2026

Motioned By: Councilman Pristera
Seconded By: Councilman Tehan

Votes: Councilman Latini – Nay
Councilman Tehan – Aye
Councilman Reynolds – Aye
Councilman Pristera – Aye
Supervisor Messa – Aye

Clerk's certification here: The resolution carried with a 4-1 vote.

Michelle Moran
Clerk signature:

**RESOLUTION No. 207 of 2026
VOUCHERS**

Supervisor Messa asked whether all Board members had reviewed the vouchers. A motion was made by Councilman Latini to approve the vouchers as presented. Seconded by Councilman Tehan.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan – AYE (abstain from Adirondack Bank voucher(s), Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

**RESOLUTION No. 208 of 2026
BUDGET TRANSFERS AND AMENDMENTS**

1. Transfer – Personnel Contractual to Credit Card Fees

A Motion to transfer was funds from A14300.40 (Personnel – Contractual) to A13750.40 (Credit Card Fees/Expenses) in the amount of \$1,000 was offered by Councilman Latini, Seconded by Councilman Reynolds.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

**RESOLUTION No. 209 of 2026
BUDGET TRANSFERS AND AMENDMENTS**

2. Transfer – Vacant House Mowing to Land Purchase/Right-of-Way

A Motion to transfer was funds from A19500.40 (Vacant House Mowing) to A19400.40 (Purchase of Land/Right-of-Way) in the amount of \$26.13 was offered by Councilman Reynolds, seconded by Councilman Latini.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

A brief discussion followed regarding the Town's foreclosure registry. The Supervisor confirmed that properties have been placed on the registry and reimbursements have been received.

**RESOLUTION No. 210 of 2026
BUDGET TRANSFERS AND AMENDMENTS**

3. Transfer – Animal Shelter Contractual

A Motion to transfer funds from A35100.40 (Control of Dogs – Contractual) to A35100.41 (Animal Shelter – Contractual) was offered by Councilman Latini, Seconded by Councilman Reynolds.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

**RESOLUTION No. 211 of 2026
BUDGET TRANSFERS AND AMENDMENTS**

4. Transfer – Unemployment Insurance

A Motion to transfer funds from A9060.80 (Hospital/Medical Insurance) to A90500.80 (Unemployment Insurance) in the amount of \$7,500 to cover unexpected unemployment expenses was offered by Councilman Latini, Seconded by Councilman Pristera.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 212 of 2026
BUDGET TRANSFERS AND AMENDMENTS

5. Transfer – Fire Protection (Firefighters Award Program)

A Motion to transfer funds from SF912.00 (Special Fire – Unassigned Fund Balance) to SF34100.45 (Fire Protection – Firefighters Award Program) in the amount of \$8,000 offered by Councilman Latini, Seconded by Councilman Tehan.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The Supervisor noted that these transfers were reviewed during weekly financial meetings with Bonadio, the Town Comptroller, the Budget Officer, and Councilman Tehan.

OTHER FINANCIAL AND ADMINISTRATIVE ITEMS

Supervisor Messa discussed opportunities to streamline insurance administration by consolidating the Town's health, dental, and vision insurance under one broker. He reported that:

The Town currently uses two separate brokers, creating unnecessary administrative burden.

Both existing brokers indicated they are capable of handling all lines of coverage.

Consolidation would not change carriers, union-negotiated benefits, or coverage, only the administrative broker.

The Supervisor proposed inviting multiple brokers to present at the July meeting.

RESOLUTION No. 213 of 2026
CHANGE JULY MEETING DATE

Because one current broker is unavailable on July 1, the Supervisor requested moving the July meeting to July 9 at 6:00 PM to ensure equal participation. The Board agreed. Councilman Latini motioned, Seconded by Councilman Reynolds

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

The Town Clerk will prepare and post a public notice.

AUDIT ENGAGEMENT – DRESCHER & MALECKI, LLP (2025 FINANCIAL STATEMENT AUDIT)

Supervisor Messa reported that the Town will meet with Drescher & Malecki, LLP on June 15 to finalize the 2024 audit, and noted that Bonadio has already begun work on the 2025 financials. He stated that the next step is approval of the engagement letter for the 2025 Financial Statement Audit.

The Town Attorney confirmed receipt of the engagement letter. The Supervisor and Budget Officer noted: The audit fee for 2025 is \$23,250, approximately \$200 different from the prior year. The audit includes a target completion date of October 2026.

Costs are reduced from the prior year because Bonadio will prepare the Annual Financial Report (AFR) for State reporting, a task previously performed by Drescher & Malecki, LLP. Once the 2025 audit is complete, the Town will be fully current on its financial audits, completing three years of audits within a 12-month period. A brief discussion followed regarding separate engagement letters for the Library and Town Justices, which are issued independently.

**RESOLUTION No. 214 of 2026
2026 DRESCHER & MALECKI ENGAGEMENT LETTER**

A motion was made by Councilman Reynolds, seconded by Councilman Latini to authorize the Supervisor to sign the 2025 audit engagement letter with Drescher & Malecki, LLP.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

AMERICA 250 CELEBRATION – FIREWORKS EVENT (JULY 5, 2026)

Supervisor Messa provided an update on planning for the America 250 community fireworks event at Sherrillbrook Park on July 5. A preliminary coordination meeting was held with representation from the Town Clerk, Town Attorney, Highway Department, Parks staff, New Hartford Fire Chief, and Police Chief. The Supervisor noted that significant progress has been made despite the short planning timeline.

The Board discussed anticipated participation from six to eight food trucks and vendors, with Councilman Reynolds providing guidance on vendor reliability, health compliance, and permitting. The Town is processing vendor applications, background checks, and required documentation through the appropriate channels.

Planning also included review of traffic flow, parking, and busing logistics. The Supervisor reported that the Town received a transportation agreement from the New Hartford Central School District to provide school buses and drivers for shuttle service. The agreement was forwarded to the Town Attorney for review.

**RESOLUTION No. 215 of 2026
TRANSPORTATION AGREEMENT – NHSC – JULY 5 FIREWORKS**

The Town Attorney recommended two modifications: 1.) Replace the reference to transporting “town residents” with language indicating transportation of all attendees. 2.) Remove language suggesting the Town would maintain workers’ compensation coverage for bus drivers, as drivers are employees of the school district. With those changes, the Board considered approval of the agreement.

A motion was made by Councilman Latini, seconded by Councilman Pristera to approve the transportation agreement, subject to the Town Attorney's recommended revisions.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

APPOINTMENT – PARKS DIRECTOR

Supervisor Messa recommended the appointment of John Randall as Parks Director, noting his more than 20 years of service, extensive institutional knowledge, and strong performance as Working Supervisor. The Supervisor stated that the position would allow Mr. Randall to sign vouchers and make operational decisions. Mr. Randall would retain his union membership, with hiring, termination, and disciplinary authority remaining with the Town Board;

This will require a minor amendment to the Parks Department union contract to reflect the new title and responsibilities. The Supervisor emphasized Mr. Randall's value to the Town, particularly as the Board prepares for the upcoming budget season.

RESOLUTION No. 216 of 2026

APPOINTMENT OF JOHN RANDALL, PARKS DIRECTOR

A motion was made by Councilman Latini and seconded by Councilman Pristera to appoint John Randall as Parks Director at his current budgeted salary, with the position designated as exempt.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

REPORTS FROM TOWN DEPARTMENTS

Town Clerk – Michele Moran

Town Clerk Moran provided the May 2026 Monthly Report, noting that \$22,286.30 was remitted in local shares to the General Wholetown, Part-Town, and Highway funds. Additional remittances included \$94.00 to New York State Agriculture & Markets for the spay/neuter program and \$157.50 to New York State for marriage license fees

The Clerk reported an unexpected \$350 invoice from Edmunds/BAS, the Town's vendor for the BAS revenue software. The charge relates to migrating the BAS system to the Town's new server, enabling a long-overdue software upgrade. The Clerk noted that the work is necessary but was not completed pending Board direction on whether the cost should be charged to the IT budget or the Clerk's budget. The Board discussed the matter and indicated the cost should be charged to the IT budget.

No further items were reported.

AGREEMENTS AND AUTHORIZATIONS

RESOLUTION No. 217 of 2026

MRB Group – Grant Writing Services Agreement

Supervisor Messa reported that the Town previously approved engaging MRB Group for grant writing assistance, with an allocation of \$15,000. MRB submitted a formal service agreement reflecting hourly

billing against that allocation. The Town Attorney confirmed review of the agreement and noted no concerns.

A motion was by Councilman Latini and seconded by Councilman Tehan to authorize the Supervisor to sign the MRB Group Service Agreement.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 218 of 2026

Upper 90 – IT Service & Maintenance Agreement

Supervisor Messa reported that the Town has not had a formal IT service agreement in place for several years. During the recent audit, the auditors requested documentation. The Town issued an RFP and approved Upper 90's proposal at the prior meeting. The agreement presented reflects a monthly service fee of \$1,350, consistent with the rate paid since 2020. Terms identical to those previously reviewed by the Board. The Town Attorney confirmed the agreement is consistent with prior discussions.

A motion by was by Councilman Reynolds and seconded Councilman Tehan to authorize the Supervisor to sign the Upper 90 IT Service & Maintenance Agreement.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

POLICE DEPARTMENT – CHIEF RON FONTAINE

RESOLUTION No. 219 of 2026

Oneida County STOP/DWI Agreement

Chief Fontaine presented the annual STOP/DWI reimbursement agreement with Oneida County and requested authorization for the Supervisor to sign. The Town Attorney confirmed review.

A motion was made by Councilman Latini and seconded Councilman Pristera to authorize the Supervisor to sign the Oneida County STOP/DWI Agreement.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

K-9 Program Donation – Adirondack Bank

Chief Fontaine requested that a formal statement be entered into the minutes to memorialize the Adirondack Bank donation supporting the Police Department's new K-9 Program. He noted that the program was advanced with input from Councilman Latini and the support of Supervisor Messa, who secured a second round of funding.

The Department is honored to name the new K-9 "Jed", in recognition of Colonel Jedediah Sanger, founder of the Town of New Hartford, Revolutionary War veteran, and early civic leader.

The name reflects values of courage, perseverance, and public service, and continues Sanger's legacy through one of the Department's most valuable public safety resources.

The Board thanked the Chief and Adirondack Bank for their support.

Monthly Department Report

Chief Fontaine reported that the Department is working with the Mohawk Valley Crime Analysis Center to streamline monthly reporting. An IT connectivity issue prevented the Center from accessing the Department's servers during the last week of May. The issue is being resolved, and the Chief expects to present the updated reporting format next month.

A summary report for May will be emailed to Board members.

Supplemental Services Agreement – Seven Brew Coffee

Chief Fontaine presented a supplemental police services agreement for Seven Brew Coffee, noting that the business contacted the Department only a few days before its May 10 event. The Department provided services, and the agreement now documents the reimbursement.

Sangertown Mall – Supplemental Services Payment

Chief Fontaine reported that Pyramid Management Group still owes payment for supplemental police patrols provided during the 2025 holiday season. His internal records show an outstanding balance of \$12,873.67. The invoice was issued on January 8, 2026.

Follow-up inquiries were made in March and again last week. Pyramid indicated they would "look into it," but no payment date has been provided. The Chief expressed concern about ensuring the revenue is recorded in the correct fiscal year. He will make one additional attempt to obtain a firm response and, if unsuccessful, will coordinate with the Town Attorney.

Board members discussed adding due dates and net-30 terms to future invoices.

Part-Time Animal Control Officer Recruitment

Chief Fontaine reported that the Town received fewer than 10 applications for the newly approved part-time Animal Control Officer position. Candidates will be vetted over the next month, beginning with an assessment by the current Animal Control Officer.

Animal Shelter – Facility Completion Needs

The Chief provided an update on the secondary kennel room, which will house additional kennels already purchased by the Town. Remaining tasks include Epoxy coating the floor, assembling the kennels, installing a slop sink, Completing exterior work (grass, paving, fencing) and Installing mini-split HVAC units for heating and cooling

The Highway and Parks Departments have already installed the floor drains and completed the concrete work. The Chief requested that the remaining interior work be prioritized so the expanded kennel area can be operational by July 1.

The Supervisor confirmed that an RFP for HVAC services will be issued, and the Town Attorney has reviewed the draft.

Petty Cash Closure – Police Department

Chief Fontaine reported that the Police Department has fully transitioned to credit card purchasing and no longer requires petty cash. He met with the Budget Officer prior to the meeting to reconcile the account. \$18.07 in remaining petty cash was returned.

Building & Grounds Needs – Police Department

Chief Fontaine reported on several facility needs within the Police Department, including flooring replacement and a building-wide generator system.

Generator Infrastructure

The Chief noted that part of the generator infrastructure - specifically the interior transfer switch - was installed when the building was renovated in 2018–2019. To complete a full building-wide generator system, the Town would need to install the exterior generator unit and remaining components. Three local electrical contractors were contacted; only one responded. Preliminary estimates indicate the project may cost approximately \$100,000. Supervisor Messa agreed that the generator should be evaluated during the upcoming budget cycle.

Flooring Replacement

The Chief obtained three quotes for new flooring throughout the Police Department. All quotes were for the same slip-resistant LVL product, with the lowest quote at approximately \$30,000. Flooring in the holding cell area requires specialized material for safety and sanitation.

Supervisor Messa stated that flooring needs will be reviewed in conjunction with potential new tenancy in the vacated school district space.

Building Space - Tenant Transition

Supervisor Messa reported that the New Hartford Central School District will vacate its leased space at the end of June. He praised the district as excellent tenants and noted that the Town is actively exploring new tenant opportunities.

The Supervisor added that discussions are underway with potential long-term tenants and that flooring and configuration decisions may depend on the needs of the incoming tenant. The Town is also moving forward with the side-lot acquisition, which will support additional parking, site improvements, and potentially a separate entrance for future tenants.

RESOLUTION NO. 220 of 2026

SUMMER/SEASONAL PERSONNEL - PARKS DEPARTMENT

Supervisor Messa presented the list of summer/seasonal Parks Department employees for the 2026 season. He noted that, as in prior years, all seasonal hires are approved through one consolidated resolution, with hourly rates set according to the budgeted seasonal pay schedule and as listed below.

Colin Oszkowski, Director of Summer Program was approved for hire at \$21/hr

The following individuals were approved for hire at the rate of \$18/hr:

Jon Wassel, Ella Lorraine, Kira Painter, Aneesa Mirza, Ashlee Fisher, Raquel Fisher, Alayna Painter, Derek Joy, Dylan Joy, Olivia Bochniak, Nina Paciello, Jake Held, Madison Phillips, Juliana Allen, Dylan Lacy, Jacob Hart, Evan Demkowitch

A motion was made by Councilman Reynolds and seconded by Councilman Tehan to approve the 2026 Seasonal Personnel based on the list and rates provided.

Upon roll call: Councilman Latini – Aye Councilman Pristera – Aye Councilman Reynolds – Aye
Councilman Tehan – Aye Supervisor Messa – Aye
The Resolution was unanimously carried and duly adopted.

ASSESSOR’S OFFICE – FINAL ASSESSMENT ROLL & FIRE PROTECTION DISTRICT CORRECTIONS

Assessor Darlene Abbatecola reported that the Final Assessment Roll for 2026 and the updated Fire Protection District list will be completed by Friday, as required. Each Board member received a compiled list reflecting necessary corrections to fire protection district assignments.

The Assessor explained that the County Planning Department performed a geo-fencing review of the 1982 Fire Protection District Map, which remains the controlling map for district boundaries.

Several parcels were found to be incorrectly assigned between the New Hartford Fire Protection District and the Willowvale Fire Protection District. The list provided identifies parcels moving from Willowvale to New Hartford, and three parcels moving from New Hartford to Willowvale.
These corrections will be reflected on the 2027 tax roll, as required by law.

The Town Attorney noted that the corrections align with information provided by Chief Bolanowski of the New Hartford Fire Department and confirmed that County 911 has been notified of the discrepancies.

Board members discussed ensuring consistency between the tax roll corrections and the County 911 dispatch system. The Assessor confirmed that County 911 has accepted the corrected list and is expected to update its system accordingly.

RESOLUTION NO. 221 of 2026

ADOPT 2027 FINAL ASSESSMENT ROLL with MODIFIED FIRE DISTRICT CHARGES
Councilman Latini introduced the following Resolution for adoption; seconded by Councilman Reynolds:

RESOLVED that the 2027 Town of New Hartford tax roll be MODIFIED with regard to the parcels on the attached list prepared by the assessor with regard to the appropriate fire district charge.

RESOLVED This adjustment is made to ensure that appropriate charges are assessed based upon a 1982 map, listed below:

NAME	Address	PARCEL ID	From Willowvale	To New Hartford	Assessment
1) Cappelli, Frank	3743 Snowden	349.000-4-6		YES	111,000
2) Wnuk, Family	3744 Snowden	349.000-4-9.1		YES	89,500
3) Hall, Venessa	3747 Snowden	349.000-4-7		YES	152,000
4) Wright Family	3748 Snowden	349.000-4-8		YES	136,100
5) Hubbard, James	12 Lloyd Ln	349.000-4-84		YES	205,000
6) Prichard, Katherine	3694 Oxford Rd	349.000-4-30		YES	89,000

7) Owens, Scot	3699 Oxford Rd	349.000-4-31		YES	68,300
8) Robinson, Donna	3712 Oxford Rd	349.000-4-28.1		YES	113,300
9) Fernald, Laurie	3714 Oxford Rd	349.000-4-27		YES	88,000
10) Rice, Mary	3716 Oxford Rd	349.000-4-28.2		YES	105,000
11) Williams, Andre	3720 Oxford Rd	349.000-4-26		YES	88,000
12) Dzialo, William	3724 Oxford Rd	349.000-4-25		YES	46,100
13) DeLaCruz, M,	3734 Oxford Rd	349.000-4-23		YES	78,000
14) 32 Kellogg Rd, LLC	30-34 Kellogg Rd	339.015-1-16		YES	602,770
15) Grimaldi, Richard	9384 Chapman Rd	340.000-4-6		YES	110,000
16) Taylor, Jeanne	9390 Chapman Rd	340.000-4-5		YES	92,000
17) 9394 Chapman, LLC	9394 Chapman Rd	340.000-4-4		YES	24,000
18) Smith, Matthew	9396 Chapman Rd	340.000-4-3		YES	84,000
19) Ventura, Riccardo	9404 Chapman Rd	340.000-4-2		YES	115,000
20) Madej, Walter	9405 Chapman Rd	340.000-1-37.1		YES	71,500
21) Pelland, Gary	9407 Chapman Rd	340.000-1-37.2		YES	168,000
22) Accuri, Stacey	9410 Chapman Rd	340.000-4-1		YES	104,000
23) Yarosz, Family	9420 Chapman Rd	340.000-1-36.2		YES	80,000
24) Raiano, Shelly	9429 Chapman Rd	340.000-1-38		YES	90,000
25) Parent, Richard	9430 Chapman Rd	340.000-1-36.3		YES	80,000
26) M & T Trust	9431 Chapman Rd	340.000-1-36.1		YES	260,000
27) Sirtoli, Family	9435 Chapman Rd	340.000-1-39		YES	130,000
28) Northrup Family	9443 Chapman Rd	340.000-1-40		YES	82,000
29) Joseph, Lynn	9445 Chapman Rd	340.000-1-41		YES	115,000

30) Moore, Kevin	9461 Chapman Rd	340.000-1-42		YES	82,000
31) Sorensen, C.	9469 Chapman Rd	340.000-1-22		YES	115,000
32) Fletcher, Clifford	9474 Chapman Rd	340.000-1-44		YES	78,000
33) Albigese, Richard	9475 Chapman Rd	340.000-1-21		YES	92,000
34) Pintar, Joseph	9478 Chapman Rd	340.000-1-45		YES	116,000
35) Byrd, Robert	9479 Chapman Rd	340.000-1-20		YES	112,000
36) Montana, Mark	9486 Chapman Rd	340.000-1-46		YES	112,000
37) Robertson, Evan	9487 Chapman Rd	340.000-1-19		YES	112,000
38) Xing, Yunlong	9491 Chapman Rd	340.000-1-18		YES	120,000
39) Delmedico, Dolores	9498 Chapman Rd	340.000-1-48		YES	86,000
40) Fornino, Michele	11 Lindale Ave	340.000-1-36.6		YES	233,300
41) George, Scott	12 Lindale Ave	340.000-1-36.7		YES	308,200
42) Liu, Yongsheng	104 Danberry Cir	339.012-1-48		YES	300,000
43) Snyder, Timothy	106 Danberry Cir	339.012-1-47		YES	314,900
44) Rao, P.C.	108 Danberry Cir	339.012-1-46		YES	337,000
45) Mian, Ahmad	110 Danberry Cir	339.012-1-45		YES	335,000
46) Martin, Jill	104 Chestnut Hills	339.012-2-104		YES	61,000
47) Wheeler, Trevor	108 Chestnut Hills	339.012-2-108		YES	61,000
48) Wilbee, Aaron	1 Butternut Rd	339.008-3-17.10		YES	153,000
49) Alonso, Roberto	3 Butternut Rd	339.008-3-17.9		YES	154,600
50) Brown, Jeffrey	5 Thurston Blvd	339.008-3-22		YES	195,000
51) 6 Thurston Blvd	6 Thurston Blvd	339.008-3-17.4		YES	184,600
52) Cohen, Heather	7 Thurston Blvd	339.008-3-17.2		YES	261,600
53) Sullivan, Trust	41 Bradley Rd	339.008-3-18		YES	160,000
54) Faccioli, Lisa	43 Bradley Rd	339.008-3-20		YES	148,300

55) Delany, Daniel	9807 Sessions Rd	350.000-2-14		YES	134,500
56) Cohen, W. Maxwell	11 Brookside Terr	340.014-1-45.2		YES	189,900
57) Butala, Atul	301 Heron Ct	340.000-4-12.7		YES	545,000
58) Lucarelli, Family	506 Higby Rd	340.000-4-12.5		YES	195,000
59) Libby, Donald	1918 Tilden Ave	340.000-2-23.7		YES	215,800
60) DePhillips, Trust	1928 Tilden Ave	340.000-2-23.6		YES	161,000
61) Mahoney, Ryan	2028 Tilden Ave	340.000-2-23.5		YES	315,000
62) Salerno, Joseph	2034 Tilden Ave	340.000-2-23.3		YES	700,000
				Total	10,266,270
Changes for Willowvale					
63) Feane, David	9827 Mallory Rd	350.000-2-15.2	YES		140,600
64) Zinski, Ted	9841 Mallory Rd	350.000-2-15.5	YES		240,000
65) Muppala, Suresh	92 Chestnut	339.012-2-92	YES		61,000

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

COUNCILMAN REYNOLDS – REPORT

Fire Inspections: Councilman Reynolds reported that the Codes Department completed 17 fire inspections during May.

Total fire safety fees collected: \$5,582.93.

Route 12 Solar Project – Compliance Concerns

Councilman Reynolds raised concerns regarding the Route 12 solar project, noting that the Town has not issued a Certificate of Completion yet. The company's website displays monthly kilowatt production dating back to January, and the project is labeled "operating" in aerial photographs on the company's site.

The Codes Officer confirmed that several dead or improperly planted trees were observed on site and that additional spacing and landscaping issues remain unresolved. He has attempted to contact the developer regarding whether the system is connected.

The Town Attorney recommended drafting a formal written notice to the developer the following morning. Also recommended contacting National Grid and any relevant licensing agencies to confirm whether the system is energized. The Town may pursue enforcement action, including shutdown, if the site is operating without approval. The Board agreed to proceed.

Town Park Forestry Assessment

Councilman Reynolds reported that he, the Highway Superintendent, and Parks staff met with a DEC forester at the Town Park. The forester advised that the wooded areas are overcrowded, with significant dead and damaged trees. Selective thinning would improve safety, forest health, and wildlife habitat. Past thinning projects generated revenue for the Town.

The DEC forester and Parks staff will work with a third-party forester to prepare an estimate of potential revenue and project scope. Councilman Reynolds will update the Board as the assessment progresses.

HIGHWAY & CODES DEPARTMENTS

Traffic Signal Replacement – Higby/Chapman/Valley View

Highway Superintendent Sherman reported that engineering plans are complete for the intersection signal replacement at Higby Road, Chapman Road, and Valley View Road. The project includes new traffic signals, new poles, updated control hardware and cabinets.

RESOLUTION NO. 222 of 2026 HIGBY/CHAPMAN RD SIGNALIZATION PROJECT BID

A motion was made by Councilman Latini and seconded by Councilman Pristera to authorize the project to go out to bid. Bids will be opened on July 8, with Board review scheduled for July 9.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

Paving Program - CHIPS Funding & County Bid

Superintendent Sherman reported that the State budget is finalized, and CHIPS funding for the Town remains just under \$400,000, consistent with last year. The Town will piggyback on the County's annual paving bid, which includes milling and paving services. Measurements have been submitted for two major road repairs; pricing is pending. Additional patching and spot repairs will be completed as budget allows. Approximately 200–250 feet of deteriorated pavement in front of Town Hall will be milled and repaved.

Sidewalks & Lighting – Chadwicks

The Superintendent reported that engineering for the Chadwicks sidewalk and lighting project is nearly complete. The Town hopes to release the bid package in time for the July 9 meeting.

COUNCILMAN TEHAN – FINANCE REPORT

Councilman Tehan reviewed the Bonadio status report, highlighting key items discussed during weekly financial meetings with the Supervisor, Budget Officer, and Bonadio team.

BAN & Bonding Reconciliation

Bonadio is reconciling all bond anticipation notes (BANs) and bond issuances to their corresponding projects. Challenges include identifying the purpose of each debt issuance, matching expenditures to

authorized projects, determining remaining unspent balances, ensuring compliance with bond requirements. If any portion of a bond was not spent on its authorized purpose, those funds must be placed in a restricted reserve for repayment.

Department heads have been contacted to provide historical project information. Bonadio is assisting with a bank account consolidation plan to streamline accounting and improve reconciliation accuracy.

2024 & 2025 Audits

Drescher & Malecki, LLP is finalizing the 2024 audit, with a close-out meeting scheduled next week. The 2025 audit will begin in late July, with completion targeted for October. Completing three years of audits within a 12-month period will allow the Town to pursue reinstatement of its bond rating, which was removed last year.

Accounting Software Review

Bonadio is coordinating demos of modern cloud-based accounting systems to replace the Town's outdated on-premise software. Options will be presented to the Board once evaluations are complete.

Investment Opportunities – Sweep Accounts

Councilman Tehan reported that the Town's current sweep account yields approximately 2.10%, but other NYS-approved investment vehicles are offering 3.0% or higher. Once bank consolidation is complete, Bonadio will assist in transitioning to higher-yield options to increase interest income, particularly during tax collection season, when balances are highest.

HEARTFORD LUXURY APARTMENTS – STORMWATER REVIEW

Councilman Tehan provided an update on the Harford Luxury Apartments project on Route 12B. He reported that documentation related to stormwater mitigation is incomplete in Town files. Planning Board Chairwoman Mowat recommended having John Dunkle work directly with the property owner to conduct a full review. The goal is to ensure proper controls are in place without delaying project progress. The Board agreed with the recommendation.

30-DAY WAIVER – FRESCO FISH (ON-PREMISE LIQUOR LICENSE)

The Board reviewed a request from Fresco Fish for a 30-day waiver related to their application for an on-premise liquor license (beer, wine, and cider).

RESOLUTION NO. 223 of 2026 FRESCO FISH – 30 DAY WAIVER OF LIQUOR LICENSE

A motion was made by Councilman Tehan to approve the waiver, seconded by Councilman Latini.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

LIBRARY REPORT

Anne DuRoss, NH Public Library provided a brief update. The annual Ice Cream Social is planned for August at the Recreation Center, consistent with prior years. The Board noted that last year's event was well attended and well received.

The Touch-A-Truck event is scheduled for Saturday, July 13, and has been advertised in the Town Crier.

RECORD OF ACTIVITY (ROA) – ELECTED OFFICIALS

Supervisor Messa reminded Board members that the Town Clerk previously emailed instructions regarding the required Record of Activity (ROA) submissions for elected officials participating in the New York State Retirement System.

The Town Attorney clarified that ROAs must be completed by any elected official joining the retirement system or experiencing a change in position. Officials already in “pay status” and not joining the system may not be required to file a new ROA. The Board must review and verify each ROA before adopting the annual Standard Workday Resolution. The resolution must be posted conspicuously for the required period. The Assistant Director of Personnel will compile newly submitted ROAs and previously filed ROAs for officials using prior submissions. The Board agreed to review the compiled ROAs once provided.

**RESOLUTION No. 224 of 2026
GENERAL SECURITY AGREEMENTS**

Supervisor Messa clarified that the General Security agreements included in the packet reflect services already performed and paid for earlier in the year. Two agreements were presented. One for \$465.84 per month and one for \$539.64 per month. These represent recurring annual service contracts historically renewed year-over-year. The vendor requires formal approval of the agreements for their records. A motion was made by Councilman Latini and seconded by Councilman Reynolds to authorize the Supervisor to sign both General Security Agreements.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RECORD OF ACTIVITY (ROA) – REVIEW & REAFFIRMATION

The Board reviewed the ROAs provided and proceeded with reaffirmation motions.

RESOLUTION No. 225 of 2026

Reaffirmation of the ROA for Town Attorney Herbert Cully, covering the period of January 1, 2026 – March 31, 2026. Motion by Councilman Latini, Second by Councilman Reynolds.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 226 of 2026

Reaffirmation of the ROA for Councilman David Reynolds, covering the period of January 1, 2026 – March 31, 2026. Motion by Councilman Latini, Second by Councilman Tehan.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - Abstain, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and duly adopted.

RESOLUTION No. 227 of 2026

Reaffirmation of the ROA for Judge William Virkler, covering the period of January 1, 2026 – March 31, 2026. Motion by Councilman Latini, Second by Councilman Reynolds.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 228 of 2026

Reaffirmation of the ROA for Deputy Supervisor & Councilman David Tehan, covering the period of January 1, 2026 – March 31, 2026. Motion by Councilman Latini, Second by Councilman Pristera.

Upon roll call: Supervisor Messa - AYE, Councilman Tehan - Abstain, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and duly adopted.

RESOLUTION No. 229 of 2026

Affirm of the ROA for Supervisor Messa, covering the period of January 1, 2026 – March 31, 2026. Motion by Councilman Latini, Second by Councilman Tehan.

Upon roll call: Supervisor Messa - Abstain, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was carried and duly adopted.

RESOLUTION No. 230 of 2026
STANDARD WORKDAY RESOLUTION

The Town Attorney advised that the Board must adopt a Standard Workday Resolution for elected and appointed officials, based on the ROA calculations to be completed by the Budget Officer.

A motion was made to adopt the Standard Workday Resolution, with final calculations to be incorporated upon completion (needs to be added once Christina completes). Motion: Councilman Latini, Seconded by Councilman Tehan.

Upon roll call: Supervisor Messa - Aye, Councilman Tehan - AYE, Councilman Reynolds - AYE, Councilman Latini - AYE, Councilman Pristera - AYE. The Resolution was unanimously carried and duly adopted.

RESOLUTION No. 231 of 2026
ADJOURNMENT

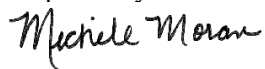
A motion was made to adjourn the meeting by Councilman Latini, Seconded by Councilman Reynolds.

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

The meeting adjourned at 10:09 PM.

Next Meeting: July 9, 2026

Respectfully submitted,



Michele Moran
Town Clerk
7/22/26