

**ORGANIZATIONAL MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK
HELD AT BUTLER MEMORIAL HALL IN SAID TOWN
ON FRIDAY, JANUARY 1, 2010 AT 12:40 P.M.**

Following the Swearing-In Ceremony that had commenced at 12:00 Noon, Town Supervisor Patrick Tyksinski called the meeting to order at 12:40 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 Donald C. Backman
Councilwoman Christine G. Krupa
Councilman David M. Reynolds
Councilman Richard B. Woodland, Jr.
Supervisor Patrick M. Tyksinski

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Director of Senior Services M. Eileen Spellman
Personnel Technician II Barbara Aiello
Planner Kurt Schwenzfeier
Senior Engineering Technician John Meagher
Town Clerk Gail Wolanin Young

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

2010 Organizational Resolutions

The following Resolution was introduced for adoption by Councilwoman Krupa and duly seconded by Councilman Backman:

(RESOLUTION NO. 1 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby establish the normal operating hours for the Town of New Hartford offices to be 8:00 A.M. through 4:00 P.M., Mondays through Fridays during Fiscal Year 2010;

RESOLVED that Patrick M. Tyksinski, Supervisor of the Town of New Hartford, New York, be and he hereby is authorized and directed to sign all checks for the disbursement of funds of the Town of New Hartford for the Fiscal Year 2010;

RESOLVED that the New Hartford Town Board does hereby re-adopt the "**TOWN OF NEW HARTFORD EMPLOYEES HANDBOOK**", prepared by AMTEK, dated September 15, 1999, and thereafter amended from time to time. Found within this manual is the official schedule of fringe benefits of non-union personnel for the year 2010. Also adopted herewith is the Non-union Benefits and Compensation document;

RESOLVED that the New Hartford Town Board does hereby establish the mileage rate at forty-six cents (\$.46) for all Town Officials and employees while performing regular and continuous business transactions in and for the Town of New Hartford during the Fiscal Year 2010;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate as Official Depositories in which all funds of the Town of New Hartford shall be deposited in 2010 the following institutions:

- Bank of America
- M & T Bank
- Chase Bank
- Citizens Bank
- Bank of New York
- NBT Bank, N.A.
- Adirondack Bank
- HSBC
- First Niagara

and that the Town Supervisor or Bookkeeper of said Town be and hereby is authorized and directed to secure a Pledge of Security covering the maximum amount of money the Town would have on deposit at any one time during the Fiscal Year 2010 from each of the Official Depositories designated. A written security agreement and custodial agreement (which can be combined into one document) must be obtained. The Town, however, will try to have delivery of the collateral to an unrelated third party. If this cannot be effected, then all pertinent legal and financial risks will be evaluated;

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize the Town Supervisor or Bookkeeper of the said Town to deposit funds not needed for immediate expenditures in the form of interest-bearing Certificates of Deposit, Repurchase Agreements, Treasury Bills and Money Market Certificates with the Official Depositories listed in the official Investment Policy of the Town, which policy is presented herein as a separate Resolution;

RESOLVED that the New Hartford Town Board does hereby appoint Patrick M. Tyksinski as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2010 and ending December 31, 2010, with no remuneration;

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint the President of the New Hartford Historical Society as the Town's Historian for Fiscal Year 2010 at a contractual sum of \$3,700.00 payable to the Historical Society;

RESOLVED that the Rules of Procedure which were initially adopted April 21, 1965, and amendments thereto, are hereby affirmed and re-adopted by the New Hartford Town

Board for Fiscal Year 2010 as set forth in the attached Schedule "A" that is made a part of this resolution;

SCHEDULE "A"
RULES OF PROCEDURE

I. REGULAR MEETINGS:

Regular meetings of the New Hartford Town Board shall be held in Butler Memorial Hall, 48 Genesee Street, New Hartford, New York on the following Wednesdays commencing at 7:00 P.M. for the Fiscal Year 2010, unless otherwise changed and publicized:

January 13 and January 27, 2010
February 10 and February 24, 2010
March 10 and March 24, 2010
April 14 and April 28, 2010
May 12 and May 26, 2010
June 16, 2010
July 14, 2010
August 11, 2010
September 8 and September 22, 2010
*October 13 and October 27, 2010
November 3 and November 17, 2010
December 8 and December 22, 2010**

The Town Board reserves the right to dispense with the second regularly-scheduled meeting each month if no urgent matters need the Town's attention; if cancelled, notice shall be provided to the Department Heads and the news media by the Friday immediately preceding the meeting to be cancelled.

*To comply with statute, the Town Board shall meet on or before October 5, 2010 at which time the Town Clerk is required to present the Town Board with the 2011 Tentative Budget that will have been filed in the Town Clerk's Office on or before September 30, 2010.

**In addition, the Town Board shall meet on or after the 28th day of December but not later than the 31st day of December as determined by the Supervisor pursuant to Law.

II. SPECIAL MEETINGS:

The Supervisor may, and upon written request of two (2) members of the Board, call a special meeting of the Town Board at any time by giving at least two (2) days' notice in writing to the other members of the Board of the time when and the place where the meeting is to be held.

III. QUORUM:

A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.

IV. VOTING UPON QUESTIONS:

Every act, motion or resolution shall require for its adoption the affirmative vote of a majority of all members of the Town Board, except in such instances in which a large number of affirmative votes shall be required by law. The vote upon every question shall be taken by ayes and nays, and the names of the members present and their votes shall be entered in the minutes.

V. STANDING COMMITTEES:

The Supervisor shall appoint the following Standing Committees:

- Assessor
- Elections
- Human Resource
- Motor Pool
- Parks and Recreation
- Public Safety and Courts
- Public Works and Sewer
- Senior Citizens
- Town Clerk
- Village/Town/School Liaison
- Zoning and Planning
- Library

Such Committees shall consist of members of the Board and shall assist the Town Board in the performance of its duties with reference to such matters as may from time to time be referred to such Committees.

VI. SPECIAL COMMITTEES:

The Town Board may, from time to time, appoint such Special Committees as may be deemed desirable to assist the Board in performance of its duties. Such Committees may include Town Officers other than Board members in their membership in an advisory capacity only.

- Each group is to consist of at least one (1) Town Board member and one (1) Department Head, which act in an ADVISORY CAPACITY only, unless prohibited by law
- Each group is to have at least
 - A written list of objectives

- A Chairperson who is to be recommended by the group's members and submitted to the Town Board for approval. Duties of Chairperson shall include:
 1. Chair open meetings
 2. Act as the official spokesperson for said group
- Vice-Chairperson is to be appointed directly by the group members. Duties of Vice-Chairperson shall include:

Assume the duties of the Chairperson in his/her absence

- Maximum number of members to be determined by the Department Head. Unexcused absence from four (4) consecutive meetings is cause for removal of member(s) by the Chairperson
 - If possible, each group shall consist of one member from each of the four (4) Wards in the Town. Selection of Members:
 1. Participation shall be based on written request to the Department Head for consideration.
 2. Appointed by the Town Board
 3. If there are more volunteers than openings, membership shall be determined by the Department Head who shall consider:
 - i. Resume or list of qualifications
 - ii. Personal interview
 - Term limits not to exceed two (2) four-year terms, which shall be staggered
 - Remuneration to members shall require Town Board budget approval
- Department Heads shall maintain a list of all appointments and terms which shall be reviewed annually with the Town Board and filed with the Town Clerk's Office
 - This policy EXCLUDES:
 - Zoning Board of Appeals
 - Planning Board
 - Board of Assessment Review
 - Police Commission.

In the event of vacancies on the Zoning Board of Appeals or Planning Board, the respective Board shall receive and review applications, conduct interviews, and make written recommendation to the Town Board as to the person best qualified to fill the vacancy.

VII. ORDER OF BUSINESS:

The business of all regular meetings of the Town Board shall be transacted in the following order:

- Reading of minutes of previous meeting, unless waived by a majority of the members of the Board present
- Public Hearings (7:00 P.M.)
- Consideration of Public Presentations
- Reports of Town Officials presented by the Chairperson of the respective Standing Committee
- Reports of Standing Committees
- Reports of Special Committees
- Consideration of matters submitted by Town Board members
- Consideration of matters submitted by Town Supervisor in the following order:
 - Financial and other routine reports
 - Miscellaneous communications
 - Unfinished business
 - New business.

VIII. LEGISLATIVE MATTERS:

All resolutions, ordinances and local laws, other than routine resolutions approving payment of bills, minutes and like matters, shall be in writing and filed with the Town Clerk and made available to Board members not later than the Saturday prior to the meeting at which they are to be introduced unless this provision be waived as to any such resolution, ordinance or local law by a majority of the members of the Board present at such meeting.

Resolutions, ordinances and local laws shall be introduced in the regular order of business and shall be read aloud by the Town Clerk before being acted upon by the Board.

IX. ABSENCE OF SUPERVISOR:

In the absence of the Supervisor, the Deputy Supervisor shall call the Town Board to order and shall be Chairman of the meeting; and, in the absence of the Supervisor and the Deputy Supervisor, then the Town Clerk shall call the Town Board to order and if a quorum be present, the Town Board shall elect one of its members as Chairman of the meeting.

X. MEMBERS MAY NOT ABSENT THEMSELVES:

No member of the Town Board may absent himself from a meeting of the Town Board for more than ten (10) minutes at a time unless for good cause he is excused by the Supervisor.

XI. REFUSAL TO VOTE:

Each member of the Board shall vote upon each question presented unless for good cause he is excused therefrom by the unanimous consent of all members of the Board present. Any member refusing to vote other than by consent of the Board shall be subject to a motion of censure.

XII. PARLIAMENTARY RULES:

Except as otherwise provided herein, all parliamentary questions shall be decided in accordance with the latest edition of Roberts' Rules of Order, revised, for deliberative assemblies.

XIII. SUSPENSION OF RULES:

Any rule of the Town Board may at any time be temporarily suspended for special reasons by a majority vote of all of the members of the Town Board present at a meeting thereof. No permanent alteration may be made except by resolution in writing duly filed with the Town Clerk prior to the meeting at which such amendment is introduced.

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

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ***ADOPTED***.

Appointment - Registrar of Vital Statistics, Deputy

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

(RESOLUTION NO. 2 OF 2010)

RESOLVED that the New Hartford Town Board does hereby appoint Gail Wolanin Young as Registrar of Vital Statistics for the Town of New Hartford, District 3264 and which term, in accordance with Law, shall be coterminous with her office as Town Clerk, commencing January 1, 2010 and ending December 31, 2013.

A roll call vote ensued:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski.	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

(NOTE: In accordance with the State Public Health Law, Registrar Gail Wolanin Young appointed Robin L. Brindisi as Deputy Registrar for a four-year term commencing January 1, 2010.)

Appointment – Chief Justice/Town Court

Councilwoman Krupa presented the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 3 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint James VanSlyke as Chief Justice for Town Court for a four-year period to running coterminously with his Town Justice position, beginning January 1, 2010 and ending December 31, 2013.

Discussion ensued about whether the appointment was a 1-year or 4-year term; the Town Clerk responded that it had been a 4-year appointment. The foregoing Resolution was duly put to a vote upon roll call:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski.	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Appointment – Town Attorney

Supervisor Tyksinski presented the name of Herbert J. Cully for consideration as being appointed Town Attorney. The following Resolution was introduced for adoption by Councilman Reynolds and duly seconded by Councilwoman Krupa:

(RESOLUTION NO. 4 OF 2010)

RESOLVED that the New Hartford Town Board does hereby appoint Herbert J. Cully as Town Attorney for the Town of New Hartford for fiscal year 2010, based on an annual salary of Fifty Thousand Dollars (\$50,000) for his duties as outlined in the Town's Employee Handbook prepared by AMTEK.

A roll call was duly held and resulted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye

Councilman Woodland - Aye
Councilman Backman - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointment – Zoning Board of Appeals Chairman

Councilwoman Krupa offered the following Resolution for adoption, seconded by Councilman Reynolds:

(RESOLUTION NO. 5 OF 2010)

RESOLVED that the New Hartford Town Board does here re-appoint Randy Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2010 and ending December 31, 2010.

The Town Supervisor polled the Town Board members who voted as follows:

Councilwoman Krupa - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Councilman Backman - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointment – Member of Board of Assessment Review

Councilman Backman introduced the following Resolution for adoption, seconded by Councilman Woodland:

(RESOLUTION NO. 6 OF 2010)

WHEREAS, a vacancy has existed on the Board of Assessment Review since September 30, 2009 when Jonathan Purdy's term expired; and

WHEREAS, Jonathan Purdy has expressed his interest in being re-appointed to this review Board;

NOW, THEREFORE, BE IT RESOLVED that the New Hartford Town Board does here re-appoint Jonathan Purdy as a Member of the Board of Assessment Review commencing January 1, 2010 and ending September 30, 2014.

The Town Supervisor polled the Town Board members who voted as follows:

Councilwoman Krupa - Aye
Councilman Reynolds - Aye

Councilman Woodland - Aye
 Councilman Backman - Aye
 Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointments – 2010 Town Board Standing Committees

Supervisor Tyksinski had submitted his list of Standing Committees for fiscal year 2010:

<u>Committee</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>
Assessor	Reynolds	Krupa
Elections	Woodland	Krupa
Human Resource	Krupa	Backman
Library	Reynolds	Woodland
Motor Pool	Backman	Krupa
Parks and Recreation	Reynolds	Backman
Public Safety and Courts	Krupa	Woodland
Public Works and Sewer	Backman	Woodland
School/Village/Town Liaison	Backman	Reynolds
Senior Citizens	Woodland	Reynolds
Town Clerk	Krupa	Backman
Zoning & Planning	Woodland	Reynolds

Ethics Committee

Presently, the Ethics Committee has one member, that being Councilman Woodland; two (2) positions are vacant and in the past the Town Board’s consensus was, in the event a situation arises, that the Town would use the County Ethics Committee. Councilman Backman expressed his interest in having a full Ethics Committee appointed and that the Town seek interested Town residents through the news media. Supervisor Tyksinski asked the Town Clerk to check Town records to determine if the Town Comptroller, a now abolished position, had been a member of the Ethics Committee.

Appointments – Advisory Committee on Safety

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

(RESOLUTION NO. 7 OF 2010)

RESOLVED that the New Hartford Town Board does hereby appoint the following Individuals to the Safety Committee, initially created on August 1, 2001 and expanded on January 16, 2002 by a 6th position (Parks Department) and on January 7, 2004 by a 7th Position (Senior Services Department):

Town Resident Member:

- vacancy
- vacancy

Town Department Representatives (one-year appointments for 2010)

- Personnel Assistant Barbara Aiello
- Parks and Recreation Director Michael W. Jeffery
- Highway Superintendent Richard Sherman (in the event he is unavailable to attend a meeting (s), Highway Working Foreman Christopher Moran is to attend)
- Director of Senior Services M. Eileen Spellman
- Police Chief Raymond Philo

The Town will seek interested Town residents to fill the two (2) vacancies, through the news media. Upon roll call, the Town Board members voted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ***ADOPTED***.

Appointments – Advisory Committee on Public Works and Sewer

The Town Clerk had not received the list of prospective appointments/re-appointments from the Highway Superintendent.

Appointments – Stormwater Management Improvement (Advisory) Committee

Appointments expire on May 9th annually; no action is necessary at this time.

Appointments – Advisory Committee on Parks and Recreation

Councilwoman Krupa offered the following Resolution for adoption; seconded by Councilman Backman:

(RESOLUTION NO. 8 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint Lorraine Garfinkle, Margaret Brady, Karri Eaton, and Sean Virkler as Members of the ***Advisory Committee on Parks and Recreation***, all for three-year terms commencing January 1, 2010 and terminating December 31, 2012.

The Town Supervisor polled the Board members who voted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointments – Advisory Committee on Sidewalks

Upon recommendation of the Parks and Recreation Director, Councilwoman Krupa offered the following Resolution for adoption; seconded by Councilman Reynolds:

(RESOLUTION NO. 9 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint the following persons as Members of the ***Advisory Committee on Sidewalks***, all for one-year terms commencing January 1, 2010 and terminating December 31, 2010:

- Residents
 - John D’Amore
 - Peter Rayhill
 - Michael Dunn
 - Andrea Zygmunt
 - Sandra Whitney
 - Elizabeth Peters-Adelman
- Police Chief Raymond Philo
- Highway Superintendent Richard Sherman
- Planner Kurt Schwenzfeier
- Parks and Recreation Director Michael Jeffery
- Planning Board Member Margaret Rotton
- Senior Engineering Technician John Meagher
- Town Board Liaison – Councilman Backman
- NYS Dept of Transportation Liaison – Paul Evans and Sharon Bryant-Heyboer.

Councilman Backman would like to see sidewalks constructed from the New Hartford Public Library on Oxford Road, southerly to the Kellogg Road area. The Town Supervisor polled the Board members who voted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointment – Advisory Committee on Senior Citizen Services

The following Resolution was introduced for adoption by Councilman Reynolds; seconded by Councilwoman Krupa:

(RESOLUTION NO. 10 OF 2010)

RESOLVED that the New Hartford Town Board does hereby appoint the following individuals to serve as Members of the *Advisory Committee on Senior Citizen Services* for a one-year term beginning January 1, 2010 and ending December 31, 2010:

- Phillip Eastman – “Young At Heart” New Hartford Senior Citizens, Inc.
- Carol Chanatry – Clinton Road Senior Group
- Patricia MacEnroe – Pres., New Hartford Adult Center
- Constance Moran – Pres., The Meadows Senior Club
- Loretta Mandry – Pres., New York Mills Seniors
- Gloria McRorie – Co-Pres., Village Elders Senior Group
- Denise Reuter – Co-Pres., Village Elders Senior Group
- Rev. Dominic Blasé’
- Jean McBride – A. A. R. P.
- Bridget Kopel – Outreach/Oneida County Office for the Aging
- Carol Jubenville – Sunset Woods Apartments
- Fr. Joseph S. Zareski – St. John the Evangelist Church
- Mary Walch
- Claire Murad – Presbyterian Home (Meadows Social Worker)
- Rev. Janet Hoover – New Hartford Presbyterian Church
- Cindy Dardano
- Councilwoman Christine Krupa – Town Board representative
- M. Eileen Spellman – Director of Senior Services

The Board members voted upon roll call:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Appointments – Advisory Committee on 24-Hour Emergency Dispatch

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

(RESOLUTION NO. 11 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby appoint the following individuals to the **24-Hour Emergency Dispatch Committee** commencing January 1, 2010 and ending December 31, 2010:

1. Jeffrey P. Madden, Dispatch Supervisor
2. Raymond Philo, New Hartford Police Chief

3. Robert Swenszkowski, New York Mills Police Chief
4. Thomas Bolanowski, New Hartford Fire Chief
5. Robert Glenn, New York Mills Fire Chief
6. William Hughes, Willowvale Fire Chief
7. Gary Edwards, Edwards Ambulance
8. Daniel Verminski, Central Oneida County Ambulance
9. George Nassar, Central Oneida County Ambulance
10. Rodger Reynolds, New Hartford Village Representative
11. Robert Maciol, New York Mills Village Mayor
12. Janet Hughes, Town Police Commission member
13. Barbara J. Aiello, Town Personnel Assistant
14. Richard Sherman, Highway Superintendent
15. Terrance P. Martin, Citizen at large
16. Lawrence Gilroy, Chairman

The foregoing Resolution was subject to a vote upon roll call as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly ***ADOPTED***.

Appointment – Advisory Committee on the Zoning Law

The following Resolution was introduced for adoption by Councilman Reynolds; seconded by Councilman Backman:

(RESOLUTION NO. 12 OF 2010)

RESOLVED that the New Hartford Town Board does hereby re-appoint the following individuals to serve as Members of the ***Advisory Committee the Zoning Law*** for a one-year term beginning January 1, 2010 and ending December 31, 2010:

- Timothy Tallman – Zoning Board of Appeals’ Member
- Brymer Humphreys – Planning Board Member
- William Delaney – At-large Member
- William Smith – At-large Member
- Jack Jones – At-large Member.

The Board members voted upon roll call:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye

Councilman Backman - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Training School – Town Clerk-Registrar, Records Management

Upon request of the Town Clerk, the following Resolution was introduced for adoption by Councilwoman Krupa and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 13 OF 2010)

WHEREAS, Section 77-b of the General Municipal Law allows the governing board of municipalities to authorize any officer or employee to attend a convention, conference or school conducted for the betterment of such municipality;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby grant permission to Town Clerk Gail Wolanin Young to attend the 28th Annual New York State Town Clerks Association Conference from April 25 through April 28, 2010 in Saratoga, New York, with expenses to be borne by said Town as budgeted; and be it

FURTHER RESOLVED that the Town Clerk be, and she hereby is, authorized to attend the business/educational meetings of the Oneida County Association of Town Clerks and State-sponsored Workshops on Records Management and Vitals Statistics during fiscal year 2010, with incidental expenses to be borne by said Town as budgeted.

To Councilman Backman's inquiry, the Town Clerk confirmed that monies had been allocated in the 2010 Budget. The Resolution was voted upon by roll call as follows:

Councilwoman Krupa - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Councilman Backman - Aye
Supervisor Tyksinski - Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection - Village of New Hartford Fire Department

Councilman Reynolds moved the following Resolution for adoption and Councilman Woodland seconded same:

(RESOLUTION NO. 14 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1,

2010 and ending December 31, 2010 between the Town of New Hartford and **District 1 and 2 and District 3**, Village of New Hartford and its Fire Department, as follows:

- Districts 1 and 2 - **\$619,505**
- District 3 - **\$ 53,960.**

Upon roll call, the Board members voted as follows:

Councilwoman Krupa	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection - Willowvale Fire Company, Inc.

Councilman Reynolds moved the following Resolution for adoption and Councilman Woodland seconded same:

(RESOLUTION NO. 15 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1, 2010 and ending December 31, 2010 between the Town of New Hartford and **District 4, Willowvale Fire Company, Inc.,** in the amount of **\$391,463.**

Upon roll call, the Board members voted as follows:

Councilwoman Krupa	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

Agreement for Fire Protection – Village of New York Mills Fire Department

Councilwoman Krupa moved the following Resolution for adoption and Councilman Reynolds seconded same:

(RESOLUTION NO. 16 OF 2010)

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize and direct the execution of the one-year Fire Protection Contracts commencing January 1,

2010 and ending December 31, 2010 between the Town of New Hartford and **District 5, Village of New York Mills and its Fire Department**, in the amount of \$132,192.

Upon roll call, the Board members voted as follows:

Councilwoman Krupa	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Councilman Reynolds	-	Aye
Supervisor Tyksinski	-	Aye.

The Resolution was declared unanimously carried and duly **ADOPTED**.

2010 Salary Schedule

The Personnel Technician had provided the list of salaries that coincide with the 2010 approved budget; therefore, Councilwoman Krupa offered the following Resolution for adoption, seconded by Councilman Reynolds:

(RESOLUTION NO. 17 OF 2010)

WHEREAS, Town Law, Section 27, provides that the Town Board of each town shall fix, from time to time, the salaries of all officers, officials and employees of said town, whether elected or appointed, and determine when the same shall be payable.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby approve and establish the following **Schedule of 2010 Salaries** for the employees and officials of the Town of New Hartford, payable in the manner designated:

<u>Title and Name</u>	<u>2010 Base</u>	<u>2010 Salary</u>	<u>Manner of Payment</u>
Councilman Donald C. Backman		\$ 6,165	bi-weekly
Councilwoman Christine G. Krupa		\$ 6,165	bi-weekly
Councilman David M. Reynolds		\$ 6,165	bi-weekly
Councilman Richard B. Woodland, Jr.		\$ 6,165	bi-weekly
Town Justice James VanSlyke (Chief Justice)		\$20,465	bi-weekly
Town Justice William M. Virkler		\$17,965	bi-weekly
Clerk to Court Justice Ann Rose	\$17.88/hr		bi-weekly
Court Attendant Robert Bramhall	\$25.94/hr		bi-weekly
Clerk to Court Justice Donna Fanelli	\$14.45/hr		bi-weekly
Part-time Clerk Mary Kennedy	\$11.47/hr		bi-weekly
Supervisor Patrick M. Tyksinski		\$14,795	bi-weekly
Deputy Town Supervisor Matthew Bohn		\$ 1,000	bi-weekly
Confidential Secretary Carol Ryan	\$20.85/hr		bi-weekly
Bookkeeper Carol D. Fairbrother	\$32.26/hr		bi-weekly
Account Clerk Janice O'Sullivan	\$12.49/hr		bi-weekly
Receiver of Taxes Hilarie C. Elefante		\$26,098	bi-weekly
Deputy Receiver of Taxes Kathleen Glenn		\$13,439	bi-weekly
Assessor Paul E. Smith	\$27.03/hr		bi-weekly
Real Property TSA Teresa Brown	\$15.01/hr		bi-weekly

Real Property TSA Margaret Jones	\$15.31/hr		bi-weekly
BAR Member Krista Pembroke		\$ 700	annually
BAR Chairman Duane C. Farr		\$ 800	annually
BAR Member Nina Caporale		\$ 700	annually
BAR Member Edward Goggin		\$ 700	annually
BAR Member Jonathan Purdy		\$ 700	annually
Town Clerk Gail Wolanin Young		\$37,576	bi-weekly
Deputy Town Clerk I Melody K. Fancett	\$12.01/hr		bi-weekly
Deputy Town Clerk II Andrea K. Toomey	\$13.55/hr		bi-weekly
Clerk Sub Louise Skinner	\$ 7.98/hr		bi-weekly
Student Worker Shelby Bohling	\$ 7.75/hr		bi-weekly
Personnel Technician II Barbara J. Aiello	\$23.81/hr		bi-weekly
Senior Engineering Technician John Meagher	\$32.26/hr		bi-weekly
Cleaner Part-time Roger Jones	\$ 9.32/hr		bi-weekly
Cleaner, Part-time Sub Lewis Smith	\$ 9.81/hr		bi-weekly
Clerk, Part-time Sub Barbara Couture	\$ 9.84/hr		bi-weekly
*Police Chief Raymond Philo	\$40.55/hr)	All Police	bi-weekly
*Police Lieutenant Timothy O'Neill	\$36.17/hr)		
*Police Officer Andrew Allen	\$26.00/hr)		<i>*Police</i>
*Police Officer Christopher Burns	\$25.37/hr)		
*Police Officer Peter Colburn	\$28.36/hr)		<i>Salaries</i>
*Police Officer Ronald Fontaine, Jr.	\$26.81/hr)		
*Police Officer Justin Gehringer	\$25.81/hr)		<i>Currently</i>
*Police Officer Daniel G. Herman	\$26.28/hr)		
*Police Officer James Hyatt II	\$24.04/hr)		<i>Under</i>
*Police Officer Michael Kowalski	\$26.04/hr)		
*Police Officer Steven Laymon	\$27.83/hr)		<i>Negotiations</i>
*Police Officer Francis A. Manfredo	\$25.18/hr)		
*Police Officer Jarod T. Petrie	\$25.81/hr)		<i>Union</i>
*Police Officer Brad Pietryka	\$27.78/hr)		
*Police Officer Richard Salamone	\$27.83/hr)		<i>Contract</i>
*Police Officer Matthew J. Sica III	\$25.42/hr)		
*Police Officer Jordan Spinella	\$26.62/hr)		<i>Expired</i>
*Police Officer Shane Yoxall	\$25.37/hr)		
*Police Officer Part-time Scott Adsit	\$25.81/hr)		<i>12/31/2008</i>
*Police Officer Part-time W. Jason Freiburger	\$24.67/hr)		
*Police Officer Part-time Raymond Hamo	\$25.18/hr)		
*Police Officer Part-time Andrew Miller	\$25.18/hr)		
*Police Officer Part-time Michael Reilly	\$25.18/hr)		
*Police Officer Part-time Patrick Sacco	\$25.18/hr)		
*Police Sergeant Paul Colburn	\$31.27/hr)		
*Police Sergeant Michael Inerra	\$32.09/hr)		
*Police Sergeant Robert Philo	\$30.84/hr).....		
School Crossing Guard Rosemari Bennett	\$ 8.68/hr		bi-weekly
School Crossing Guard MaryAnn Jordan	\$ 8.68/hr		bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$ 8.68/hr		bi-weekly
School Crossing Guard Part-time Lewis Smith	\$ 8.68/hr		bi-weekly
School Crossing Guard Part-time (Subs):			
Edward Bowes	\$ 8.68/hr		bi-weekly
Patricia Randall	\$ 8.68/hr		bi-weekly
Thomas V. Randall	\$ 8.68/hr		bi-weekly
Janet Reynolds	\$ 8.68/hr		bi-weekly
James Wilcox	\$ 8.68/hr		bi-weekly
Mary C. Wilcox	\$ 8.68/hr		bi-weekly
Barbara Couture	\$ 8.68/hr		bi-weekly
**Senior Account Clerk Typist Michele Moran	\$17.27/hr	**Under Negotiations	bi-weekly

**Senior Clerk Amy Topor	\$17.03/hr <i>Union Contract</i>	bi-weekly
**Senior Typist Susan M. Donnenwirth	\$13.56/hr <i>Expires 12/31/2009.....</i>	bi-weekly
Clerk Part-time Joseph E. Crandall, Jr.	\$ 8.98/hr	bi-weekly
***Public Safety Telecommunicators: <i>The following under negotiations; union contract expires 12/31/2009</i>		
Michael Brunet	\$20.70/hr	bi-weekly
Daniel Buley	\$17.78/hr	bi-weekly
Craig Burnop	\$17.29/hr	bi-weekly
Gregory DeBernardis	\$17.29/hr	bi-weekly
Deborah Demko	\$21.96/hr	bi-weekly
Steven Ingersoll	\$21.96/hr	bi-weekly
Nancy Woeltje	\$21.96/hr.....	bi-weekly
***Public Safety Telecommunicators Part-time: <i>Under negotiations; union contract expires 12/31/2009</i>		
Michael Geller	\$16.42/hr	bi-weekly
Garret Hauf	\$10.98/hr	bi-weekly
James P. Kreutzer	\$21.96/hr	bi-weekly
John A. Libby	\$11.61/hr	bi-weekly
David E. Maier	\$20.10/hr	bi-weekly
Laurie R. Marshall	\$16.81/hr	bi-weekly
Nicholas Morosco	\$16.42/hr	bi-weekly
Christopher Roy	\$13.49/hr	bi-weekly
Vito Sinisgalli	\$16.42/hr	bi-weekly
Michael J. Talento	\$17.78/hr	bi-weekly
Clerk-Dispatch Center Kevin Gubbins	\$11.12/hr.....	bi-weekly
Supervising Public Safety Telecommunicator		
Jeffrey Madden	\$25.48/hr	bi-weekly
Animal Control Officer Nicholas J. Morosco	\$18.91/hr	bi-weekly
ACO Part-time Joseph Zwijasz	\$11.95/hr	bi-weekly
ACO Part-time James Zwijasz	\$11.95/hr	bi-weekly
Clerk Candy J. Currier	\$14.91/hr	bi-weekly
Highway Superintendent Richard Sherman		\$42,720 bi-weekly
Bus Driver Kirsten Abbe	\$12.40/hr	bi-weekly
Bus Driver Diane E. Muller	\$12.40/hr	bi-weekly
Bus Driver Sub Sandra DeSarro	\$12.40/hr	bi-weekly
Bus Driver Sub William Hughes	\$12.40/hr	bi-weekly
Bus Driver Sub John Shaw	\$12.40/hr	bi-weekly
Bus Driver Sub Reginald Wehrle	\$12.40/hr	bi-weekly
Bus Driver Sub Robin Wheatley	\$12.40/hr	bi-weekly
Clerk Part-time Patricia Butler	\$11.81/hr	bi-weekly
Clerk Part-time Ruth Irwin	\$ 7.75/hr	bi-weekly
Clerk Sub Mary Bolton	\$ 8.47/hr	bi-weekly
Food Service Helper Marjorie Anweiler	\$10.98/hr	bi-weekly
Food Service Helper Part-time		
Margaret L. Brady	\$ 8.47/hr	bi-weekly
Food Service Helper Part-time John		
"Jack" Jecko	\$ 9.23/hr	bi-weekly
Food Service Helper Sub Carol Burney	\$ 8.47/hr	bi-weekly
Food Service Helper Sub Philip Talento	\$ 7.98/hr	bi-weekly
Meal Site Manager Part-time Theresa Hock	\$10.98/hr	bi-weekly
Senior Citizen Center Coordinator M. Eileen		
Spellman	\$18.09/hr	bi-weekly
Clerk Typist Maureen Owens	\$19.58/hr	bi-weekly
Youth Employment Director Maureen Owens		\$5,505 bi-weekly
Director of Recreation Center John C.		
Cunningham	\$25.03/hr	bi-weekly
Director of Recreation Programs Michael		
Jeffery	\$27.80/hr	bi-weekly

Laborer Sheldon Gordon	\$11.48/hr		bi-weekly
Recreation Maintenance Worker James Miller	\$14.21/hr		bi-weekly
Recreation Maintenance Worker Michael K. Natale	\$15.78/hr		bi-weekly
Recreation Maintenance Worker John Randall	\$15.78/hr		bi-weekly
Recreation Maintenance Worker Robert Ahrendsten	\$13.31/hr		bi-weekly
Working Supervisor Brian Jenny	\$20.43/hr		bi-weekly
Working Supervisor James R. Campbell	\$17.25/hr		bi-weekly
Registrar of Vital Statistics Gail Wolanin Young		\$11,098	bi-weekly
Deputy Registrar of Vital Statistics Robin L. Brindisi	\$17.57/hr		bi-weekly
Assistant Codes Enforcement Officer Thomas Rowlands	\$16.41/hr		bi-weekly
Village – Codes Enforcement Thomas Rowlands		\$ 6,000	bi-weekly
Codes Enforcement Officer Joseph A. Booth	\$36.21/hr		bi-weekly
Zoning Enforcement Officer Part-time Carmen Anthony Luppino	\$20.20/hr		bi-weekly
Codes Enforcement Officer Part-time Anthony Klimek		\$20,000	bi-weekly
Codes – Student Worker Christine Krumbach	\$ 7.98/hr		bi-weekly
Plumbing Inspector Joseph A. Booth		\$ 8,240	bi-weekly
Senior Office Specialist II Dolores B. Shaw	\$23.28/hr		bi-weekly
Zoning Board of Appeals Chairman Randy Bogar		\$ 2,500	semi-annual
ZBA Member Frederick Kiehm		\$ 1,250	semi-annual
ZBA Member John Montrose		\$ 1,250	semi-annual
ZBA Member Robert Schulman		\$ 1,250	semi-annual
ZBA Member George Koury II		\$ 1,250	semi-annual
ZBA Member Timothy Tallman		\$ 1,250	semi-annual
ZBA Member Karen Stanislaus		\$ 1,250	semi-annual
Planner Kurt Schwenzfeier	\$28.86/hr		bi-weekly
Planning Board Chairman (vacant)		\$ 2,500	semi-annual
Planning Board Member Jerome F. Donovan		\$ 1,250	semi-annual
Planning Board Member G. Brymer Humphreys		\$ 1,250	semi-annual
Planning Board Member Ellen Rayhill		\$ 1,250	semi-annual
Planning Board Member Elisabetta DeGironimo		\$ 1,250	semi-annual
Planning Board Member Margaret Rotton		\$ 1,250	semi-annual
Planning Board Member Robert A. Wood		\$ 1,250	semi-annual
Automotive Mechanic Kim Griffith	\$29.73/hr		bi-weekly
Automotive Mechanic Gerald Webb	\$29.19/hr		bi-weekly
Automotive Mechanic Thomas Smith	\$22.95/hr		bi-weekly
Heavy Equipment Operators:			
Michael L. Coonradt	\$24.08/hr		bi-weekly
Robert J. Dziedzic	\$24.32/hr		bi-weekly
Corey Halpin	\$23.96/hr		bi-weekly
William Marshall	\$25.42/hr		bi-weekly
Kevin W. Martin	\$24.37/hr		bi-weekly
Christopher R. Moran	\$23.96/hr		bi-weekly
Norman Naber	\$24.85/hr		bi-weekly
Michael Roberts	\$24.32/hr		bi-weekly
William Smith	\$25.39/hr		bi-weekly
Michael Smoulcey	\$23.96/hr		bi-weekly

Laborer Christopher Budlong	\$14.85/hr		bi-weekly
Laborer James Hinman	\$14.42/hr		bi-weekly
Laborer Kevin Mathews	\$14.85/hr		bi-weekly
Laborer Jeramy Waterman	\$14.20/hr		bi-weekly
Motor Equipment Operator Jesse Conhaim	\$20.46/hr		bi-weekly
Motor Equipment Operator Douglas W. Gehringer	\$25.47/hr		bi-weekly
Bryon Rich	\$20.46/hr		bi-weekly
David J. DeBlois	\$21.55/hr		bi-weekly
Joseph G. Fletcher	\$22.82/hr		bi-weekly
Keith Gehringer	\$20.46/hr		bi-weekly
John Kelly	\$20.64/hr		bi-weekly
Jeffery M. Mundrick	\$20.76/hr		bi-weekly
Thomas S. Panzone, Jr.	\$20.70/hr		bi-weekly
Brian Smith (& Laborer)	\$11.27/hr		bi-weekly
Timothy Solan	\$20.82/hr		bi-weekly
Sewer Superintendent Richard Sherman		\$17,280	bi-weekly

The Town Board members voted upon roll call that resulted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly ***ADOPTED***.

2010 Organizational Resolutions (Part 2)

The following Resolutions were then offered for adoption by Councilman Reynolds and duly seconded by Councilman Woodland:

(RESOLUTION NO. 18 OF 2010)

RESOLVED that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Matthew Bohn as Deputy Town Supervisor for a term of one (1) year commencing January 1, 2010, with a corresponding stipend of One Thousand Dollars (\$1,000.) to Matthew Bohn for 2010;

RESOLVED that Matthew Bohn, Deputy Town Supervisor of the said Town be, and he hereby is authorized and directed to sign all checks for disbursements of funds of said Town for Fiscal Year 2010, in the absence of the Town Supervisor;

RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor or Bookkeeper to pay bills/expenses to National Grid, to the Mohawk Valley Water Authority, to all telephone carriers, to the Town's designated vendors for all insurance premiums, to the New York State and Local Retirement Systems (Employees' Retirement System and Police and Fire Retirement System) for employer contributions, to Ford Credit, to Verizon On-line, to Time Warner Cable and to the United States Postal

Service (electronic replenishing of postage meter) without prior final audit by the Town Board;

RESOLVED that the New Hartford Town Board does hereby re-adopt the Purchasing Policies and Procedural Manual, originally adopted on January 1, 1992 and revised on January 1, 2006.

RESOLVED that the New Hartford Town Board does hereby re-adopt the Official Investment Policy for the Town of New Hartford originally adopted on March 3, 1993 and in accordance with Chapter 708 of the Laws of 1992;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate The Observer Dispatch as the Town's official newspaper for Fiscal Year 2010.

The Supervisor polled the Board members who voted as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly **ADOPTED**.

Vacancies – Planning Board & Zoning Board of Appeals

Supervisor Tyksinski noted that Planning Board Chairman Jerome Donovan is not asking to be re-appointed to the position of Chairman. The Town Supervisor had discussed with the Planning and Zoning Board members the process of filling vacancies that becomes cumbersome at times. Thereafter, Supervisor Tyksinski submitted a Resolution for the Town Board's consideration, after which Councilwoman Krupa introduced same for adoption and Councilman Reynolds seconded same:

(RESOLUTION NO. 19 OF 2010)

WHEREAS, the New Hartford Town Board by Resolution No. 355 of 2006, did establish a policy for filling vacancies on the Town Planning Board and Town Zoning Board of Appeals; and

WHEREAS, it appears that the policy may result in delays in filling vacancies on said Boards; it is

RESOLVED that Resolution No. 355 of 2006 be, and it hereby is, **RESCINDED** and **VACATED**, and that all appointments to said Boards be made by the New Hartford Town Board in compliance with Town Law.

The Resolution was thereafter voted upon as follows:

Councilwoman Krupa	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Councilman Backman	-	Aye
Supervisor Tyksinski	-	Aye.

The Supervisor declared the Resolution unanimously carried and duly ***ADOPTED***.

Financial Disclosures

Supervisor Tyksinski disclosed that he had a business relationship with the Village of New Hartford; after consulting with his attorney, it appears that the Town Supervisor has no conflict of interest. Attorney Cully commented that if some matter did present itself that appeared to be a conflict, that the Town Supervisor could recuse himself from action.

Councilman Backman stated that he doesn't have any conflicts because he doesn't conduct business whereby he'd benefit from the Town.

Deputy Supervisor Bohn disclosed that he is employed by Adirondack Bank and that as long as he doesn't benefit financially from the Town of New Hartford's business, it's okay. Attorney Cully recited the same provision as for the Supervisor and that Mr. Bohn could recuse himself if a conflict arose.

Councilmen Reynolds and Woodland and Councilwoman Krupa all disclosed that they had no business or financial conflicts with the Town.

Deputy Supervisor – voting; right of descendancy

Addressing Deputy Supervisor Bohn, Councilman Backman clarified that if, in the absence of the Town Supervisor, he presided over a Town Board meeting, as Deputy (non-elected), he would be unable to vote.

Further, Councilman Backman raised the question – in the event Supervisor Tyksinski was unable to fulfill his position, who becomes Supervisor? Deputy Bohn (non-elected position), or does the Town Board canvass and appoint someone to fill the vacancy. Attorney Cully will research the matter and report to the Town Board.

Hiring & Purchasing Freeze Instituted

Councilman Backman proposed that the Town Board impose a hiring and purchasing freeze to begin to restrain from unnecessary spending. The Supervisor and other Town Board members concurred.

ADJOURNMENT

There being no further business to come before the Town Board, upon motion of Councilman Reynolds and seconded by Councilman Backman, the meeting was adjourned at 1:08 P.M.

Respectfully submitted,

Gail Wolanin Young, Town Clerk