

PROPOSED TOWN BOARD AGENDA (SUBJECT TO CHANGE)
APRIL 9, 2014 at 7:00 P.M.
Butler Memorial Hall

I. MINUTES

- A. March 18, 2014

II. PUBLIC HEARING

- A. Local Law Introductory "A" of 2014 – Fishing/Washington Mills Athletic Park
 - 1. Action (Adopt – Defer – Reject)

III. REPORTS OF TOWN OFFICIALS BY STANDING COMMITTEE CHAIRPERSON

- A. Town Clerk Committee – Councilman Woodland
 - 1. Fill vacancy Part-time Clerk
 - 2. Zone Map Amendment App/G.Koury – SEQR responses
 - 3. The Inspector, LLC – Application to amend Electrical Code
 - 4. May 1st Oneida County Assn of Towns Meeting
- B. Public Safety/Courts – Supervisor Tyksinski
 - 1. Appointment to fill vacancy in Animal Control Department
- C. Public Works/Sewers – Councilman Messa
 - 1. MS4 Report
- D. Senior Citizen Committee – Councilman Reynolds
 - 1. \$1,650 Donation – sponsor senior citizen special events
- E. Parks & Recreation Committee – Councilman Reynolds
 - 1. Seasonal appointments

IV. MATTERS SUBMITTED BY COUNCILMEN / ATTORNEY

- A. Councilman Reynolds – Woodberry Road drainage/Stormwater
- B. Town Attorney
 - 1. Executive Session – Kessler litigation, Shenko
 - 2. Rayhill Trail real estate acquisition

V. MATTERS SUBMITTED BY TOWN SUPERVISOR

- A. Financial and other routine reports
 - 1. Audit of vouchers
 - 2. Finance Director
 - a. Amendment to procurement policy for Town Justice Petty Cash
- B. Miscellaneous communications
- C. Unfinished Business
- D. New Business

Town of New Hartford, NY
Local Law Introductory "A" of 2014

A LOCAL LAW TO AMEND CHAPTER 88 OF THE CODE OF THE TOWN OF NEW HARTFORD BY ADDING A NEW SECTION 88-10.2 ENTITLED FISHING.

BE IT ENACTED by the Town Board of the Town of New Hartford as follows:

AUTHORITY

This Local Law is enacted pursuant to the Laws of the State of New York.

PURPOSE

The purpose of this Local Law is to protect the health, safety and well being of the persons and property of the Town of New Hartford. This Law is being enacted to control and regulate fishing in the Washington Mills Athletic Park.

SECTION 88-10.2 FISHING.

All persons are prohibited from fishing at the Washington Mills Athletic Park from the Friday immediately preceding the first Saturday in June, beginning at noon on that Friday until 2:00 P.M. on the first Saturday in June. The only fishing allowed would be during the fishing derby by those participating with children under the age of 16 from 9:00 A.M. until 2:00 P.M. on the first Saturday in June.

(a) Parks Director shall post "no fishing" signs in said Park specifying said dates no later than 30 days prior to the first day upon which this shall take effect.

(b) EFFECTIVE DATE:

This Section shall take effect as provided by law.

(c) A violation of this Section shall be punishable as enumerated in Section 88-12.

(d) Except as modified herein, CHAPTER 88 OF THE TOWN CODE SHALL REMAIN IN FULL FORCE AND EFFECT.

Town of New Hartford
REQUISITION FORM

Department: Town Clerk Title: Clerk - PT

Name: Rebecca Empey

Address: _____

Salary: \$10.75/hr. ☐ Per Union Contract ☐ Current Rate as Set by Town Board

Requested Start Date: 4/7/14

Date of Vacancy: _____ Reason: Shelby bohling appt. to Deputy Registrar

Type of Position: ☐ Full-Time ☒ Part-Time ☐ Seasonal ☐ Temporary, less than 3 months

Type of Appointment: ☒ Permanent ☐ Provisional ☐ Temporary ☐ Transfer

Department Head Signature: Paul Wolanin Young

Human Resources (Civil Service)

☐ Mandatory List ☐ Non-Mandatory List ☒ No List

Classification: ☐ Competitive ☒ Non-Competitive ☐ Labor ☐ Exempt ☐ Unclassified

Certification of Eligible List Requested: _____ Expires: _____

☒ Application Approved by Oneida County ☐ Transfer Approved by Oneida County

Included: ☐ Application ☐ Copy of Certification of Eligible List ☐ Transfer Form

Human Resource Signature: Barbara Schwenzler

Town Board

☐ Approved ☐ Disapproved

Town Supervisor Signature: _____

NOTE:

Requested Start Date is the first day the employee reports to work. The approval date is the date the Board approved the appointment. Approval date is not the date of employment (unless they are one in the same)

No employee is to begin work prior to Board approval.

Employees MUST report to HR no later than the first day of work to complete all employment paperwork.

If paperwork is not complete, no paycheck shall be distributed.

Unless an emergency, no start date should be made effective prior to Board approval.

All changes in employment ie. title, salary, etc. should be made effective with the start of a payroll.

Department Head Copy

Young, Gail

From: Young, Gail
Sent: Wednesday, March 26, 2014 4:49 PM
To: Town-Board
Cc: Cully, Herb; Shaw, Dory
Subject: Emailing: ZMA App.GeoKoury.SEQR Responses.pdf
Attachments: ZMA App.GeoKoury.SEQR Responses.pdf

Town Board Members, Herb and Dory:

Open attachment for various SEQR responses to Mr. Koury's application for a zone change on 31 Clinton Road.

Dory, perhaps the Planning Board members would like copies before their April meeting???

Gail.

Your message is ready to be sent with the following file or link attachments:

ZMA App.GeoKoury.SEQR Responses.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



Michael S. Inserra
Chief of Police

NEW HARTFORD POLICE DEPARTMENT

32 Kellogg Road
New Hartford, New York 13413

Business: (315) 724-7111 • Fax: (315) 724-8618
www.tonhpolicy.com

RECEIVED

FEB 24 2014

TOWN OF NEW HARTFORD
TOWN CLERK

12:40 PM
AWY

February 21, 2014

Mrs. Gail Wolanin Young
New Hartford Town Clerk
48 Genesee Street
New Hartford, New York 13413

Re: State Environmental Quality Review Act (SEQRA)
Zoning Amendment – 31 Clinton Road
4 Building Apartment Complex

Dear Mrs. Young:

The purpose of this correspondence is to comment, pursuant to the State Environmental Quality Review Act (SEQRA), on the above-referenced development project pending before the New Hartford Town Board. My comments will be limited to the projects potential impact on the delivery of police services to the development and the immediate area.

George T. Koury II is requesting a zoning amendment from Medium Density Residential (MDR) to High Density Residential (HDR) as same relates to approximately 6.5 acres located at 31 Clinton Road. After re-zoning, Mr. Koury would develop and construct a 4 building apartment complex with 6 units per building. Additionally, parking lots and driveways will serve the proposed development. This writer has reviewed the "calls of service" from three similar complexes on Clinton Road, Cardinal Estates, Lewiston Apartments and Swiss Garden Apartments to better understand the potential need for police services. Also, motor vehicle crash statistics were reviewed to determine service impacts.

While this writer did take into consideration that the proposed project would generate additional traffic and additional calls for police services, this developmental project will have a minimal impact on our ability to deliver police services to the area.

Sincerely,

Michael S. Inserra
Chief of Police

Mission Statement

"Our mission is to promote a sense of safety and quality of life in New Hartford by providing police services with integrity and commitment to excellence in partnership with our community. We view the people who live in and visit New Hartford as our customers who deserve our concern, care and attention."

Mohawk Valley Water Authority
One Kennedy Plaza
Utica, NY 13502
Telephone (315) 792-0301
Fax (315) 792-4722
www.mvwa.us



February 25, 2014

Gail Wolanin Young
Town Clerk
Town of New Hartford
48 Genesee Street
New Hartford, NY 13413

RE: 31 Clinton Road, New Hartford, NY

Dear Ms. Young:

The following is our review of the SEQR submission dated February 19, 2014:

1. The Mohawk Valley Water Authority does have water main that front both road frontages on Merrit Place (40 psi) and Clinton Road (80 psi). Therefore this parcel qualifies for water from either location and can support this development.
2. There are no details for the Intent of the water utilities plan therefore this review will be handled directly with the Developer once the MVWA receives more detailed plans. At that time we will review if backflow will be required, size of service, and meters.

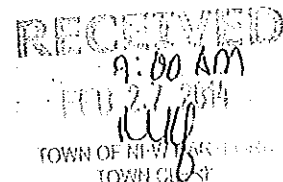
Should you have any questions please feel free to contact me at (315) 792-0326 or email at djones@mvwa.us.

Sincerely,

David R. Jones
Senior Engineer

DRJ/jm

cc: Richard Goodney, P.E., MVWA Director of Engineer



New York State Department of Environmental Conservation
Division of Environmental Permits, Region 6
207 Genesee Street, Room 1404, Utica, New York 13501-2885
Phone: (315) 793-2554 • FAX: (315) 793-2748
Website: www.dec.state.ny.us



Joe Martens
Commissioner

February 21, 2014

Gail Wolanin-Young
Town of New Hartford
48 Genesee St
New Hartford NY 13413

RE: 239 Review Project Name: Zone Map Amendment
Town of New Hartford, Oneida County

Dear Mrs. Wolanin-Young:

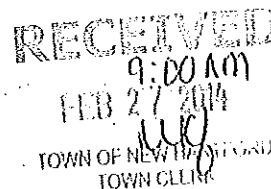
The Department of Environmental Conservation (DEC) has received the above-referenced submittal dated 2/19/2014. The DEC has no objections to the Town of New Hartford being Lead Agency for this project. The DEC has no comments of the zone map amendment. However, the applicant will need to resubmit project plans for the proposed apartment complexes prior to Planning Board Approval.

If you wish further assistance in this matter, please call me at (315) 793-2740

Sincerely,

Rosa Howard
Environmental Analyst

Cc: Richard Coriale



*****CSO OFF-SET LANGUAGE:**

For new lateral connections:

The proposed project includes a new connection to a municipal sanitary sewer system tributary to the Sauquoit Creek Pump Station owned and operated by Oneida County. Oneida County is under a Consent Order with DEC to bring overflows from the Sauquoit Creek Pump Station into compliance with the county's State Pollutant Discharge Elimination System (SPDES) Permit. A condition of the Consent Order is that new connections made to sewers tributary to the pump station must be offset by the removal of 5 gallons of infiltration and inflow for every 1 gallon of wastewater added before the connection is made. The project sponsor must ensure the offsets have been obtained by submitting the attached "Application for New Sewer Permit". Any project application that does not include the completed form will be declared incomplete and returned to the applicant without further processing. Connection of a new source of wastewater without obtaining the necessary offsets is a violation of the Consent Order.

For sewer extensions:

The proposed project is an extension of a municipal sanitary sewer system tributary to the Sauquoit Creek Pump Station owned and operated by Oneida County. Oneida County is under a Consent Order with DEC to bring overflows from the Sauquoit Creek Pump Station into compliance with the county's State Pollutant Discharge Elimination System (SPDES) Permit. A condition of the Consent Order is that new connections to sewers tributary to the pump station must be offset by the removal of 5 gallons of infiltration and inflow for every 1 gallon of wastewater added before the connection is made. The project sponsor must ensure the offsets have been obtained by submitting the attached "Application for New Sewer Permit". Any project application that does not include the completed form will be declared incomplete and returned to the applicant without further processing. Connection of a new source of wastewater without obtaining the necessary offsets is a violation of the Consent Order. Construction of a sewer extension without DEC approval of the plans and specifications is a violation of Environmental Conservation Law.

For Subdivisions in Marcy only:

"Although the Marcy sewer line directly discharges to the Oneida County treatment plant headworks, those works have limited capacity. Adding flow to this line results in the County having to reduce flows coming into the headworks from the Utica line during wet weather in order to protect the headworks. This in turn results in an increased discharge of untreated sewage from Utica's combined sewer overflows. This discharge of untreated sewage contributes to the impairment of the Mohawk River, which is listed on the State's 303d list of impaired waters.

We request that Lead Agency inform us of what provisions are being made to ensure that these increased sewage flows do not add to the frequency, magnitude and duration of Utica's combined sewer overflows."

OR

In recent years, DEC has experienced periodic overloading of the Oneida County Sewer District's Sauquoit Creek Pumping Station. This has resulted in not only the discharge of untreated wastewater onto the surface of the ground and to the Mohawk River but in basement flooding in the villages of Whitesboro and Yorkville. Also, the sanitary sewer serving this project is tributary to an active overflow at the Sauquoit Creek Pumping Station. We question what

ONEIDA COUNTY HEALTH DEPARTMENT

Adirondack Bank Building, 5th Floor, 185 Genesee St., Utica, NY 13501

ANTHONY J. PICENTE, JR.
ONEIDA COUNTY EXECUTIVE



PHYLLIS D. ELLIS, BSN, MS, F.A.C.H.E.
DIRECTOR OF HEALTH

ENVIRONMENTAL HEALTH DIVISION

Phone: (315) 798-5064 Fax: (315) 798-6486

February 24, 2014

Gail Wolanin Young, Town Clerk
Town of New Hartford Clerk's Office
48 Genesee Street
New Hartford, NY 13413

RE: SEQR Lead Agency
Zone Map Amendment Application
George T. H Koury II, Owner
31 Clinton Road
New Hartford, NY

The Oneida County Health Department endorses the Town of New Hartford serving as the Lead Agency on the above referenced SEQR.

Health department comments:

- Drinking water will be provided by the Mohawk Valley Water Authority.
- Approval of waste water disposal connections is under the jurisdiction of the Town of New Hartford.

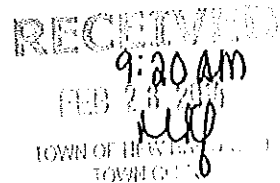
This is the extent of Health Department comments at this time.

Please feel free to contact this office if you have any questions or concerns.

Sincerely,

Daniel W. Gilmore, Ph.D.
Environmental Health Director

c: file





NEW HARTFORD FIRE DEPARTMENT

P.O. Box 328, 4 Oxford Road
New Hartford, New York 13413-0328

Thomas A. Bolanowski
Chief

March 1, 2014

Mrs. Gail Wolanin Young
Town of New Hartford Clerk
48 Genesee Street
New Hartford, NY 13413

RE: Zone Map Amendment
-changing from MDR to HDR

Dear Mrs. Wolanin Young:

In regards to the request to amend the Town Zoning as it relates to 31 Clinton Rd., and changing from Medium Density Residential to High Density Residential.

To determine if there would be an impact on the Fire Department based on the proposed rezoning, writer used similar existing areas with similar type structures in the Town for a comparison. It was determined after a review of the FD Records Management System that there were not an above average number of calls for service at these sites. It is reliably assumed that there will not be a major increase in calls of service at this site should it be rezoned as requested.

Sincerely,

RECEIVED
9:15 AM
MARCH 11 2014
TOWN OF NEW HARTFORD
TOWN CLERK



STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION
REGION TWO
207 GENESEE STREET
UTICA, NEW YORK 13501
www.dot.ny.gov

JOHN R. WILLIAMS, P.E.
INTERIM REGIONAL DIRECTOR

REGIONAL PLANNING & PROGRAM MANAGEMENT
FAX (315)793-2719
(315)793-2450

JOAN McDONALD
COMMISSIONER

March 4, 2014

Ms. Gail Wolanin-Young
New Hartford Town Clerk
48 Genesee Street
New Hartford, NY 13413-2397

RE: SEQR Lead Agency - Zone Map Amendment Application
Location: 31 Clinton Road, New Hartford

Dear Ms. Wolanin-Young:

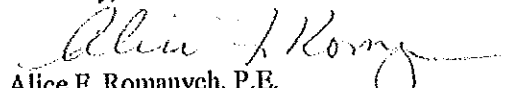
We have reviewed your request for the town of New Hartford to serve as Lead Agency for purposes of the State Environmental Quality Review Act (SEQRA) in relation to the proposed Zone Map Amendment for the rezoning of 6.5 acres located at 31 Clinton Street.

Upon review of the information provided, the New York State Department of Transportation (NYSDOT) concurs with this request, but offers the following comments pertaining to the proposed future construction of four (4) apartment complexes, each with six (6) apartments.

1. A NYSDOT Highway Work Permit will be required for any work performed within the highway right-of-way.
2. Access to the subject property will require that the entrance conform to NYSDOT standards for a Minor Commercial Driveway.
3. A Stormwater Management Plan will be required as part of the highway work permit application.
4. All proposed signage will need to be located on private property and not on NYSDOT right-of-way.

Thank you for the opportunity to comment.

Sincerely,


Alice F. Romanych, P.E.
Regional Planning and Program Manager

AFR:SH:kr

cc: Linda Lubey, Regional Traffic Engineer
Ken Andela, Regional Permit Coordinator

RECEIVED
16:00 AM
MAR 6 2014
TOWN OF NEW HARTFORD
TOWN CLERK

ANTHONY J. PICENTE JR.
County Executive

DENNIS S. DAVIS
Commissioner



DIVISIONS:
Buildings & Grounds
Engineering
Highways, Bridges & Structures
Reforestation

Oneida County Department of Public Works

6000 Airport Road, Oriskany, New York 13424
Phone: (315) 793-6235 Fax: (315) 768-6299

March 6, 2014

Gail Wolanin Young
Town Clerk
Town of New Hartford
48 Genesee Street
New Hartford, NY 13413

RECEIVED
MAR 11 2014
TOWN OF NEW HARTFORD
TOWN CLERK
9:20 AM
at

Re: SEQR
Zone Map Amendment
31 Clinton Road Property – Four (4) Apartment Complexes Each Comprising of Six (6) Units
Medium Density Residential (MDR) to High Density Residential (HDR)
Applicant: George T. Koury II
31 Clinton Road (NYS Route 12B)/Merritt Place (Town), Town of New Hartford
Tax Map #: 328.016-4-62

Dear Ms. Wolanin Young:

The Oneida County Department of Public Works has received the Environmental Assessment Form (EAF) and related documents (incl. 6/29/13 map) for the above mentioned review in accordance with the State Environmental Quality Review Act (SEQRA) regulations. As an interested agency, we offer the following comments:

- This department has no objection to the New Hartford Town Board assuming Lead Agency status.
- Section 136 of the NYS Highway Law requires a permit to be obtained for any access, construction, or reconstruction within the right-of-way of a County highway. Any above recommendation given by this department will be a required action for any permit approval. The permits are obtained through our Division of Highways & Bridges.

Questions regarding this review should be directed to James Bartkowiak of our office at (315) 793-6220.

Sincerely,

Mark E. Laramie, PE
Deputy Commissioner
Division of Engineering

By, *James D. Bartkowiak*

James D. Bartkowiak
Associate Engineer

MEL/jdb

cc: O.C. Planning Dept.
Highways & Bridges

239f file
Commissioner RF

ANTHONY J. PICENTE, JR., *County Executive*
JOHN R. KENT, JR., *Commissioner*

(315) 798-5710
FAX (315) 798-5852
planning@ocgov.net



Oneida County Department of Planning
Boehlert Center at Union Station, 321 Main Street, Utica, NY 13501

GENERAL MUNICIPAL LAW, SECTIONS 239-l, -m, or -n
NOTICE OF COUNTY RECOMMENDATION

Oneida County Referral Number: OC 239-14-020
Local Project Identification Number (if applicable): N/A
Applicant: George T. Koury II Location: 31 Clinton Road (NYS Route 12B),
New Hartford (T)
Subject Action: Proposed zoning map amendment: Rezone 6.5 acres from Medium Density
Residential (MDR) to High Density Residential (HDR) for apartments.

☒ **NO RECOMMENDATION AS TO FINAL ACTION (See attached comments)**
Reason: No significant County-wide or inter-community impacts have been identified with
this proposal.

Date: March 11, 2014

John R. Kent, Jr.
John R. Kent, Jr.
Commissioner of Planning

NOTE: Section 239-m of the General Municipal Law of the State of New York requires that the municipal agency having jurisdiction over this matter, shall, within thirty (30) days after its final action, file with this Department a report describing the final action.

The "NO RECOMMENDATION" only states that significant County-wide or inter-community impacts have not been identified. There may be significant local impacts or controversy. This statement does not address the proposed action's compliance with all applicable local regulations; or with any other county, state, or federal requirements, including the provisions of the New York State Environmental Quality Review Act (SEQRA).

RECEIVED
9:10 AM
MAR 12 2014
TOWN OF NEW HARTFORD
TOWN CLERK

OC239-14-020

March 11, 2014

COMMENTS:

The town should be aware that the New York State Department of Environmental Conservation has created new Environmental Assessment Forms. The effective date of the new forms was October 7, 2013. The town should ensure that the new forms are used from this point forward. We have attached a copy of the new forms.

Young, Gail

From: Young, Gail
Sent: Thursday, March 27, 2014 10:53 AM
To: Town-Board; Booth, Joe; Cully, Herb
Cc: 'davidsmith@theelectricalinspector.com'
Subject: Letter - Amend Town Electrical Code
Attachments: Town of New Hartford & Village.pdf

Gentlemen:

Forwarded is Mr. Smith's letter asking that the Town amend its Electrical Code to include his company as an Electrical Inspector for the Town of New Hartford. Unless I hear otherwise, I will place this matter on the Agenda for the April 9, 2014 Town Board meeting, which – I believe – someone from this company will attend.

If the Town wishes to go forth, a local law would need to be drafted and a public hearing scheduled.

Gail.

From: David P. Smith [<mailto:davidsmith@theelectricalinspector.com>]
Sent: Thursday, March 27, 2014 10:07 AM
To: Young, Gail
Subject: Letter

Please see attached

Thank you

David P. Smith
President
The Inspector, LLC
5390 State Route 11
Burke, NY 12917
Phone: 518-481-5300
Fax: 518-481-6445

Young, Gail

From: David P. Smith <davidsmith@theelectricalinspector.com>
Sent: Thursday, March 27, 2014 10:07 AM
To: Young, Gail
Subject: Letter
Attachments: Town of New Hartford & Village.pdf

RECEIVED
MAR 27 2014
TOWN OF NEW HARTFORD
TOWN CLERK

Please see attached

Thank you

David P. Smith
President
The Inspector, LLC
5390 State Route 11
Burke, NY 12917
Phone: 518-481-5300
Fax: 518-481-6445



The Inspector, LLC

5390 State Route 11
Burke, NY 12917
(518) 481-5300 (800) 487-0535
www.theelectricalinspector.com
theinspectorllc@yahoo.com

New Hartford
48 Genesee Street
New Hartford, NY 13413

March 27, 2014

Dear Mrs. Gayle Young,

My name is David P. Smith owner of The Inspector, LLC. I would like to reference my letter sent on October 25, 2013 to the Town of New Hartford requesting permission to perform electrical inspections within New Hartford.

I would like the town board of New Hartford to consider amending New Hartford's local law for electrical inspection to add The Inspector, LLC to an approved electrical inspectors list. All inspectors working with The Inspector, LLC are certified and insured to properly inspect electrical systems according to the 2010 RCNY and the 2008 National Electrical Code, NFPA 70. These are the legally adopted codes according to building code of New York State.

Our mission is to conduct professional inspections that will encourage and promote the practical safeguarding of persons and property from the hazards arising from the use of electricity; and to provide a minimum level of protection from the hazards of fire, inadequate building construction and improper maintenance in residential and nonresidential buildings, both public and private, so as to reduce the threat to public health and safety for occupants and users of buildings. Our aim is to enforce those provisions of law that are considered necessary for safety, and to promote compliance therewith through our highly trained and certified inspectors.

We appreciate the opportunity to personally discuss our firm and our abilities to conduct professional inspections in your area.

Very truly yours,

David Smith
President
The Inspector, LLC

ONEIDA COUNTY ASSOCIATION OF TOWNS

April Meeting

TUES:

May 1, 2014
~~April 8, 2014~~

ONEIDA COUNTY

OFFICE OF DEPUTY TOWN CLERK

9:30 AM
at

Marble Hill Inn

4482 Marble Hill Rd, Oneida, NY
13421

<http://www.marblehillinn.com/#contact/map>

Guest speakers will be from: the New York State Division of Budget (discussing property tax cap) and Office of the New York State Comptroller (discussing fiscal stress in local government).

MENU

Antipasto

Marinated Chicken over Rice

Rita Ziti

Meatballs and Sausage in
Sauce

Greens

Rolls and Butter

Dessert

Coffee/Tea

\$20.00 per person

cash bar: 6pm Dinner 6:30pm

Reservations to: Fritz Scherz (315) 363-3509 or
fritz@fritzscherz.com by March 31, 2014

No cancellations after April 1, 2014. Make checks payable to: Marble Hill Inn.

While we encourage you to join us, you are financially responsible for each reservation made.

Please distribute to all interested officials

Changed to May 1, 2014

4/2/14
left message
on
attendance

Young, Gail

From: Michael S. Inserra <msi108@newhartfordpd.com>
Sent: Tuesday, April 01, 2014 11:11 AM
To: Young, Gail
Subject: RE: April 9, 2014 Town Board meeting

From: Young, Gail [<mailto:gyoung@town.new-hartford.ny.us>]
Sent: Tuesday, April 01, 2014 10:32 AM
To: Joe Booth; Herb Cully; Darlene Abbatecola; Dan Dreimiller; Michael S. Inserra; james.messa@yahoo.com; Mike Jeffery; M. Eileen Spellman; Paul Miscione; New Hartford Supervisor; Janice O'Sullivan; Reynolds, David M.; Richard Woodland Jr. (E-mail); Barb Schwenzfeier; Richard C. Sherman; Patrick M. Tyksinski
Subject: April 9, 2014 Town Board meeting

In order to prepare the agenda for the April 9, 2014 Town Board Meeting, it will be necessary that I receive from you any matter(s) which you feel should be discussed at that meeting.

Please check applicable statements:

_____ No matters to be considered

_____XXX_ Place the following on the Agenda:

Appointment to fill a vacancy on the Animal Control Department

This information must be received in my office no later than 4:00 P.M. on Thursday, April 3, 2014.

IN ADDITION, DUE TO CHANGES IN STATUTE THAT BECAME EFFECTIVE FEBRUARY 2, 2012, REQUIRING THE POSTING OF THE AGENDA AND SUPPORTING DOCUMENTS ON THE TOWN'S WEBSITE, IT WILL BE NECESSARY FOR YOU TO FURNISH ME WITH BACKGROUND INFORMATION RELATED TO THE SUBJECT(S) YOU ARE PLACING ON THE AGENDA, INCLUDING BUT NOT LIMITED TO PROPOSED LEGISLATION, COMMUNICATIONS, ETC. IF YOU HAVE ANY QUESTIONS IN THIS REGARD, PLEASE CONTACT ME AT YOUR EARLIEST CONVENIENCE. I MUST ASK FOR YOUR COOPERATION IN SUPPLYING ME WITH THE DOCUMENTS BY THE THURSDAY DATE NOTED ABOVE, AS THIS CAN BE A TIME-CONSUMING TASK AND MUST BE ON THE WEBSITE PRIOR TO THE TOWN BOARD MEETING.

Thank you!

GWY:s

Pur Eileen: 3/26/14

Put on Agenda
for next Town Board
mtg - Eileen said
you know about this -
this is your copy!

Ang



TOWN of NEW HARTFORD
DEPARTMENT OF SENIOR SERVICES
N.H. ADULT DINING & ACTIVITY CEN
1 Sherman Street
New Hartford, New York 13413
Phone (315) 724-8966 Fax (315) 733-71

March 25, 2014

Memo to the New Hartford Town Board: Capital District Physicians Health Plan (CDPHP) is sponsoring the following events for the Seniors, The May Volunteer Recognition Program, New Hartford Senior Center Anniversary in October and Veterans Day Dinner. If there is money remaining it will be used for a free Christmas Dinner.

Please increase Contractual Account A6772.4 \$1,650.

And

Increase A2705.1 \$1650.

Total: \$1,650.00

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BACKGROUND AND AN ARTIFICIAL WATERMARK ON THE BACK. HOLD AT ANGLE TO VIEW

JP Morgan Chase Bank, NA
Syracuse, NY

50-937
213

Check Date	Check No
Mar 12, 2014	0000080121

Capital District Physicians' Health Plan, Inc
500 Patroon Creek Blvd.
Albany, NY 12206

Pay One Thousand Six Hundred Fifty DOLLARS and Zero CENTS

Exactly

Check Amount
\$*****1,650.00

Pay To the Order Of **TOWN OF NEW HARTFORD-SENIOR SERVICES
ATTN: EILEEN SPELLMAN
1 SHERMAN STREET
NEW HARTFORD, NY 13413**

Ducy Person

⑈0000080121⑈ ⑆021309379⑆ 753779438⑈



Young, Gail

From: Jeffery, Mike
Sent: Friday, April 04, 2014 7:34 AM
To: Young, Gail
Subject: RE: April 9, 2014 Town Board meeting

From: Young, Gail
Sent: Tuesday, April 01, 2014 10:32 AM
To: Booth, Joe; Cully, Herb; Darlene Abbatecola; Dreimiller, Dan; Inserra, Michael S.; james.messa@yahoo.com; Jeffery, Mike; M. Eileen Spellman; Miscione, Paul; New Hartford Supervisor; O'Sullivan, Janice; Reynolds, David M.; Richard Woodland Jr. (E-mail); Schwenzfeier, Barb; Sherman, Richard C.; Tyksinski, Patrick M.
Subject: April 9, 2014 Town Board meeting

In order to prepare the agenda for the April 9, 2014 Town Board Meeting, it will be necessary that I receive from you any matter(s) which you feel should be discussed at that meeting.

Please check applicable statements:

☐ No matters to be considered

☒ Place the following on the Agenda:

☐ Seasonal Appointments, Park Security

This information must be received in my office no later than 4:00 P.M. on Thursday, April 3, 2014.

IN ADDITION, DUE TO CHANGES IN STATUTE THAT BECAME EFFECTIVE FEBRUARY 2, 2012, REQUIRING THE POSTING OF THE AGENDA AND SUPPORTING DOCUMENTS ON THE TOWN'S WEBSITE, IT WILL BE NECESSARY FOR YOU TO FURNISH ME WITH BACKGROUND INFORMATION RELATED TO THE SUBJECT(S) YOU ARE PLACING ON THE AGENDA, INCLUDING BUT NOT LIMITED TO PROPOSED LEGISLATION, COMMUNICATIONS, ETC. IF YOU HAVE ANY QUESTIONS IN THIS REGARD, PLEASE CONTACT ME AT YOUR EARLIEST CONVENIENCE. I MUST ASK FOR YOUR COOPERATION IN SUPPLYING ME WITH THE DOCUMENTS BY THE THURSDAY DATE NOTED ABOVE, AS THIS CAN BE A TIME-CONSUMING TASK AND MUST BE ON THE WEBSITE PRIOR TO THE TOWN BOARD MEETING.

Thank you!

GWY:s

Young, Gail

From: David Reynolds <dmr100@msn.com>
Sent: Tuesday, April 01, 2014 3:54 PM
To: Young, Gail
Subject: Re: April 9, 2014 Town Board meeting

Sent from my iPhone
D. M. Reynolds
dmr100@msn.com

On Apr 1, 2014, at 10:23 AM, "Young, Gail" <gyoung@town.new-hartford.ny.us> wrote:

In order to prepare the agenda for the April 9, 2014 Town Board Meeting, it will be necessary that I receive from you any matter(s) which you feel should be discussed at that meeting.

Please check applicable statements:

☐ No matters to be considered

☒ Place the following on the Agenda:

☐ Woodberry Road drainage

Stormwater _____

This information must be received in my office no later than 4:00 P.M. on Thursday, April 3, 2014.

IN ADDITION, DUE TO CHANGES IN STATUTE THAT BECAME EFFECTIVE FEBRUARY 2, 2012, REQUIRING THE POSTING OF THE AGENDA AND SUPPORTING DOCUMENTS ON THE TOWN'S WEBSITE, IT WILL BE NECESSARY FOR YOU TO FURNISH ME WITH BACKGROUND INFORMATION RELATED TO THE SUBJECT(S) YOU ARE PLACING ON THE AGENDA, INCLUDING BUT NOT LIMITED TO PROPOSED LEGISLATION, COMMUNICATIONS, ETC. IF YOU HAVE ANY QUESTIONS IN THIS REGARD, PLEASE CONTACT ME AT YOUR EARLIEST CONVENIENCE. I MUST ASK FOR YOUR COOPERATION IN SUPPLYING ME WITH THE DOCUMENTS BY THE THURSDAY DATE NOTED ABOVE, AS THIS CAN BE A TIME-CONSUMING TASK AND MUST BE ON THE WEBSITE PRIOR TO THE TOWN BOARD MEETING.

Thank you!

GWY:s

Young, Gail

From: Cully, Herb
Sent: Wednesday, April 02, 2014 8:31 AM
To: Young, Gail
Subject: Re: April 9, 2014 Town Board meeting

Executive session regarding Kessler lawsuit and ray hill trail acquisition of real estate

Sent from my iPhone

On Apr 1, 2014, at 10:32 AM, "Young, Gail" <gyoung@town.new-hartford.ny.us> wrote:

In order to prepare the agenda for the April 9, 2014 Town Board Meeting, it will be necessary that I receive from you any matter(s) which you feel should be discussed at that meeting.

Please check applicable statements:

_____ No matters to be considered

_____ Place the following on the Agenda:

This information must be received in my office no later than 4:00 P.M. on Thursday, April 3, 2014.

IN ADDITION, DUE TO CHANGES IN STATUTE THAT BECAME EFFECTIVE FEBRUARY 2, 2012, REQUIRING THE POSTING OF THE AGENDA AND SUPPORTING DOCUMENTS ON THE TOWN'S WEBSITE, IT WILL BE NECESSARY FOR YOU TO FURNISH ME WITH BACKGROUND INFORMATION RELATED TO THE SUBJECT(S) YOU ARE PLACING ON THE AGENDA, INCLUDING BUT NOT LIMITED TO PROPOSED LEGISLATION, COMMUNICATIONS, ETC. IF YOU HAVE ANY QUESTIONS IN THIS REGARD, PLEASE CONTACT ME AT YOUR EARLIEST CONVENIENCE. I MUST ASK FOR YOUR COOPERATION IN SUPPLYING ME WITH THE DOCUMENTS BY THE THURSDAY DATE NOTED ABOVE, AS THIS CAN BE A TIME-CONSUMING TASK AND MUST BE ON THE WEBSITE PRIOR TO THE TOWN BOARD MEETING.

Thank you!

GWY:s

Young, Gail

From: Dreimiller, Dan
Sent: Wednesday, April 02, 2014 9:37 AM
To: Young, Gail
Subject: RE: April 9, 2014 Town Board meeting

Gail,

See below..... thanks

From: Young, Gail
Sent: Tuesday, April 01, 2014 10:32 AM
To: Booth, Joe; Cully, Herb; Darlene Abbatecola; Dreimiller, Dan; Inserra, Michael S.; james.messa@yahoo.com; Jeffery, Mike; M. Eileen Spellman; Miscione, Paul; New Hartford Supervisor; O'Sullivan, Janice; Reynolds, David M.; Richard Woodland Jr. (E-mail); Schwenzfeier, Barb; Sherman, Richard C.; Tyksinski, Patrick M.
Subject: April 9, 2014 Town Board meeting

In order to prepare the agenda for the April 9, 2014 Town Board Meeting, it will be necessary that I receive from you any matter(s) which you feel should be discussed at that meeting.

Please check applicable statements:

☐ No matters to be considered

☒ Place the following on the Agenda: Finance Director-
Amendment to procurement policy for Petty Cash at Town Justice

This information must be received in my office no later than 4:00 P.M. on Thursday, April 3, 2014.

IN ADDITION, DUE TO CHANGES IN STATUTE THAT BECAME EFFECTIVE FEBRUARY 2, 2012, REQUIRING THE POSTING OF THE AGENDA AND SUPPORTING DOCUMENTS ON THE TOWN'S WEBSITE, IT WILL BE NECESSARY FOR YOU TO FURNISH ME WITH BACKGROUND INFORMATION RELATED TO THE SUBJECT(S) YOU ARE PLACING ON THE AGENDA, INCLUDING BUT NOT LIMITED TO PROPOSED LEGISLATION, COMMUNICATIONS, ETC. IF YOU HAVE ANY QUESTIONS IN THIS REGARD, PLEASE CONTACT ME AT YOUR EARLIEST CONVENIENCE. I MUST ASK FOR YOUR COOPERATION IN SUPPLYING ME WITH THE DOCUMENTS BY THE THURSDAY DATE NOTED ABOVE, AS THIS CAN BE A TIME-CONSUMING TASK AND MUST BE ON THE WEBSITE PRIOR TO THE TOWN BOARD MEETING.

Thank you!

GWY:s