

**A PUBLIC HEARING WAS HELD ON Thursday, MAY 26, 2022 IN THE FRANKFORT TOWN HALL, 201 THIRD AVE, FRANKFORT, NEW YORK. 5:45 PM— A PUBLIC HEARING ON SEQRA REVIEW FOR ZONING OF RUSSELL FARM; EXTENSION OF THE TOWN OF FRANKFORT PUMPKIN PATCH WATER DISTRICT NO. 20 AND THE TOWN OF FRANKFORT PUMPKIN PATCHES SEWER DISTRICT NO. 10. THE REGULAR TOWN BOARD MEETING IMMEDIATELY TO FOLLOW**

Present: Glenn D. Asnoe, Supervisor  
Christopher Evans, Councilman  
Michael Perritano, Councilman  
Joseph Tamburro, Councilman  
John Wallace, Councilman  
Ronald Testa, Highway Superintendent  
Chief Matthew Palumbo  
Karl Manne, Town Attorney

**PUBLIC HEARING ON SEQRA REVIEW FOR ZONING OF THE RUSSELL FARM PROPERTY, 2571 HIGBY RD. FROM AN RA TO A PC (planned development commercial)**

Deputy Supervisor Asnoe opened the Public Hearing at 5:45PM, and read the legal notice (attached).

**Public Comments:** John Piseck, CEO Herkimer County IDA thanked the board for everything they have done with helping with the project, the IDA sees some great opportunity coming in.

Supervisor Asnoe declared the public hearing closed at 6:00PM.

**REGULAR BOARD MEETING 6:00PM**

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**Public Comments:** John Piseck 456 5<sup>th</sup> Ave., Ext., thanked the Town for trash drop off, and that the employees were very helpful.

**NO. 101 APPROVE MEETING MINUTES**

**MOTION** made by Councilman Wallace that the town board resolves to approve the meeting minutes of April 20 & 27, 2022. Second by Councilman Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**COMMITTEE REPORT / DEPARTMENT REPORTS**

Various reports submitted and reviewed.

**Chief Matthew Palumbo** reported that Nathan Held will be resigning on June 11, 2022 from part-time Police Officer he has found a full time job, with that being said Chief Palumbo informed the town board that has staffing issues, civil service has changed the rules from 20 hours a week you can now work part-time up to 520 hours every six month so he would like to hire part-time police officer Brandon Macri to temporary full- time police officer with no benefits until the first of the year. He informed the town board that he forwarded all the paper work for the body camera grant information to the grant writer.

**Hwy Supt. Testa** also reported that he has a problem with staffing, the mechanic just resigned and he has advertised for the las 5 months for CDL drivers no one has applied. He is still waiting for the new salt truck is still waiting for parts. He reported that he is going to start milling South side Road in June

**FINANCIAL REPORT**

Supervisor Asnoe presented the financial report for April and balances of the current day deposit account to the town board. He received the State Taxation & Finance for the new equalization rate is 58 done from 61.4.

**WEST FRANKFORT WATER DISTRICT CENTER & ZOLAD ROADS**

Supervisor Asnoe reported that Councilman Wallace has been working on a 6 page list that the USDA needs before the town can go out to bid. Supervisor Asnoe present the town board an agreement with Fiscal Advisors for their compensation.

**NO. 102 FINANCIAL ADVISORY SERVICES AGREEMENT-FISCAL ADVISORS & MARKETING, INC.**

**MOTION** made by Councilman Wallace that the town board resolves to enter into financial advisory services with Fiscal Advisor & Marketing, Inc. cost not to exceed \$15,000.00 and authorize Supervisor Asnoe to sign and execute any and all documents. Second by Councilman Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**TOWN HALL INTERNET UPGRADE-INTERGRADED SYSTEMS**

Supervisor Asnoe reported that still waiting on parts to come in to make it wireless throughout the Town Hall **TABLED**

**FRANKFORT CENTER FIRE DEPARTMENT— LOSAP**

Supervisor Asnoe informed the town board the he signed and executed the necessary documents.

**HEALTH INSURANCE WAVIER**

Supervisor Asnoe informed the town board that he would like a workshop to discuss the health Insurance wavier **TABLED**

**HIGHLAND AIRPORT**

Attorney Manne informed the town board that is not the town's jurisdiction and the residence would have to take it up with the FDA.

**NO. 103 STARLIGHTERS FUND COMMUNITY EVENT**

**MOTION** made by Councilman Perritano that the town board resolves to a one time contribution of \$1,000.00 to the Starlighters community event. Second by Councilman Evans. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 104 RESOLUTION/NEGATIVE DECARATION- HIGBY ROAD DEVELOPMENT ZONE CHANGE**

**MOTION** made by Supervisor Asnoe that the town board resolves adopt Resolution issuing negative declaration To the zoning change 2571 Higby Road, Frankfort, NY 13340, Town of Frankfort; attached and read. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 105 CLOSE THE SEQRA OF THE PLANNED DEVELOPMENT 2571 HIGBY ROAD**

**MOTION** made by Supervisor Asnoe that the town board resolves to close the SEQRA of the planned development 2571 Higby Road. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 106 APPROVE AND ADOPTING THE HIGBY ROAD DEVELOPMENT ZONE CHANGE**

**MOTION** made by Supervisor Asnoe that the town board approves the zoning change of the land commonly known as 2571 Higby Road from R-A Residence-Agricultural to Planned Development-Commercial with the condition recommended by the Zoning Board, attached and read. Second by Councilmembers Evans and Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 107 RESOLUTION APPROVING HOST COMMUNITY BENEFIT AGREEMENT WITH FRANKFORT SOLAR FARMS LLC**

**MOTION** made by Supervisor Asnoe that the town board resolves to enter into a Host Community Benefit Agreement between the Town of Frankfort and Frankfort Solar Farms LLC on Bleecker Street and Route 5and authorize Supervisor Asnoe to sign and execute any and all documents (Attached). Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 108 HIGHWAY RESIGNATION-JOHN WEIR-MECHANIC**

**MOTION** made by Supervisor Asnoe that the town board resolves to accept the resignation of mechanic John Weir effective 5/11 2022. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 109 POLICE RESIGNATION- NATHAN HELD**

**MOTION** made by Supervisor Asnoe that the town board resolves to accept with regret the resignation of part-time police officer effective 6/11/2022 and thanked him for his service. Second by Councilman Wallace Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 110 POLICE TEMPORARY FULL –TIME POSITION – BRANDON MACERA**

**MOTION** made by Supervisor Asnoe the town board resolves to appoint Brandon Macera to Full-Time Temporary Police Officer; no benefits except for NYS Retirement effect 7/ 1/2022 at \$21.09 per hour. Second by Councilman Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

Supervisor Asnoe reported that M&T Bank stopped taking Town and County Taxes at the branch and Town Clerk DeRollo received two proposals for Tax Software support. Edmunds Gov. Tech is \$14,598.00 and Williamson is \$15,263.00. He explained that she is already using Williamson and they did give her a demonstration as to how it works

**NO. 111 WILLIAMSON TAX COLLECTION SOFTWARE PROGRAM PROPOSAL**

**MOTION** made by Councilman Wallace that the town board resolves to approve Williamson Software Tax Program for the Town and County Taxes. Tax Collection Software Program at \$12,838.00 Annual support at \$2,250.00 and installation and training at \$175.00 per hour; and authorizes Town Supervisor to execute and sign any and all documents. Second by Councilman Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**TRACTOR TRAILER ON COUNTRY VIEW LANE & LIBRITZ DRIVE**

Supervisor Asnoe reported he received a letter from a resident asking if something could be done about the tractor trailers that keep mistaking Country View Lane for Tractor Supply on Country Mile road. Supervisor Asnoe asked Superintendent Testa to please put the barricades back up on Libritz Drive to stop the tractor trailers from using the road.

Supervisor Asnoe informed the board that he spoke with Attorney Manne in regards to the old hospital records at the Old Town Hall, the town is responsible for the records and to have them destroyed. He also reported that Councilman Wallace has been working on finding a shredding company. Councilman Wallace stated that he has a proposal from Confidata, they have a state contract and will do it off site shredding they will issue a certificate of destruction within 48 hours of the event and this is all free. Getting them out of the basement and into the truck is \$50.00 per hour per person, 4 people one day at a cost of \$1,600.00 plus a \$500.00 pickup fee.

**NO. 112 OLD HOSPITAL RECORDS AT THE OLD TOWN HALL**

**MOTION** made by Supervisor Asnoe that the town board resolves to enter into agreement with Confidata to remove and shred the old hospital records at the Old Town Hall, on June 20, 2022 not to exceed \$3, 000.00. Second by Councilman Evans. Upon roll call; All I favor. Vote was 5-0 **APPROVED**

**NO. 113 APPROVE USE OF TOWN HALL—M&T Bank**

**MOTION** made Supervisor Asnoe that the town board authorizes M&T Bank to use the Town Hall Kitchen for a company outing on July 13, 2022. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 114 APPROVE USE OF TOWN HALL- Frankfort Free Library**

**MOTION** made Supervisor Asnoe that the town board authorizes the Frankfort Free Library use of the Town Hall for a magic show on July 12, 2022 at 2PM. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 115 APPROVE USE OF IVES AVE PARKING- Morning Star Church**

**MOTION** made by Supervisor Asnoe that the town board authorize the Morning Star Church use of Ives Ave for park on June 4, 2022 for a car show. Second by Councilman Evans. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 5**

**NO. 116** **MOTION** made by Councilman Wallace to approve General Abstract #5—Claim No. 192-238B, Total \$123,996.89. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 117** **MOTION** made by Councilman Wallace to approve TOV Abstract #5—Claim No. 59-75A, Total \$52,305.78. Second by Councilman Perritano. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 118** **MOTION** made by Councilman Tamburro to approve Highway Abstract #5—Claim No. 114-140, Total \$99,536.77. Second by Councilman Evans. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 119** **MOTION** made by Councilman Tamburro to approve Highway TOV Abstract #1—Claim No. 1, Total \$4,258.58. Second by Councilman Evans. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 120** **MOTION** made by Councilman Evans to approve Special District Abstract #5—Claim No. 35-41, Total \$3,910.22. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 121** **MOTION** made by Deputy Supervisor Wallace to approve Oakview Abstract #2—Claim No. 2-3, Total \$3503.80. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**MOTION** made by Supervisor Asnoe to leave regular meeting and enter into Executive Session to discuss Legal and personnel issues. Second by Councilman Tamburro. Upon roll call; All in favor. 7:40 PM.

**MOTION** made by Supervisor Asnoe to come out of Executive Session and resume the regular meeting. Second by Councilman Tamburro. Upon roll call; All in favor. 7:00 PM.

**NO. 122** **CHIEF PALUMBO ADMINISTRATIVE DUTIES**

**MOTION** made by Supervisor Asnoe that the town board authorizes Chief Palumbo to be able to facilitate both administrative duties between the Village of Frankfort and The town of Frankfort while working for the Town of Frankfort. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilman Wallace. Upon roll call; All in favor. Meeting adjourned at 7:10 PM.

Respectfully submitted,  
Dorri DeRollo, Deputy Town Clerk

**NEXT MEETING: June 23, 2022 at 6:00 PM**