

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, JUNE 27, 2018 AT 6:00 P.M. IN THE TOWN HALL, 201 THIRD AVE., FRANKFORT, NEW YORK.**

Present: Glenn D. Asnoe, Supervisor  
Darlene Abatecola, Councilwoman  
Joseph D. Tamburro, Councilman  
Michael Testa, Councilman  
John Wallace, Councilman  
Ronald A. Testa, Highway Superintendent  
Steve Long, Police OIC

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS**

Supervisor Asnoe said he had a call and visit from Norman Klock and Chester Martin from Mucky Run Road about numerus dogs barking with no satisfaction from DCO Berowski. Supervisor Asnoe asked OIC Long to send one of his officer's up to Mucky Run Road to take statements from the residents and check out the situation.

Mr. William Deyle is asking the Town again to change the Town Policy to a rotation system instead of the current system. Supervisor Asnoe responded that there is a standard policy that the town board adopted and that it does include Deyle Towing. Mr. Deyle said he has not been getting calls, OIC Long said he just sent a memo to his Officers, a few where not aware of the towing policy. Supervisor Asnoe will have the Public Safety committee go over the towing policy again and the committee will come back with a recommendation if it should be addressed or not.

**NO. 156 APPROVE MEETING MINUTES**

**MOTION** made by Councilwoman Abatecola that the town board resolves to approve the meeting minutes of May 30, 2018. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**COMMITTEE / DEPARTMENT REPORTS**

Monthly reports submitted by various departments and reviewed.

**NO. 157 POLICE DEPARTMENT—BRYANT & STRATTON COLLEGE APPLIED SCIENCE & CRIMINAL JUSTICE INTERNSHIP**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the Police Department Internship Program from Bryant & Stratton College. Applied Science & Criminal Justice student Jessica Halman for 90 hours Starting in 7/1/2018 to 11/1/2018. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

Supervisor Asnoe asked OIC Long to Have Jessica sign a waiver and release of liability agreement before she starts the internship.

**TOWN COURT**

Supervisor Asnoe informed the board that with the time changes for court there has been issues with the court attendees wondering around the upstairs and down stairs in the building. He asked OIC to have an officer at the door starting at 10:00 AM during court days. Supervisor Asnoe is in the process of updating security issues with the back door and the camera system, there are 5 cameras that are not working.

Supervisor Asnoe said he was approached by a resident that is an Attorney and retired NYS Supreme Court Justice, who would like to assist the town with filling in for Judge Tangorra, who resigned. He is only interested until the end of Judge Tangorra's term, he has no interest in running for Town Judge. **TABLED**

**Land & Building Committee** Supervisor Asnoe asked the committee to look into getting a secured window in the Town Clerks Office like the one court has.

**NO. 158 2018 SUMMER RECREATION PROGRAM—APPROVE ATTENDANTS**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve 13 attendants for the 2018 Summer Recreation Program (2 Sr. Attendants; 11 Attendants), list attached. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**OLD TOWN HALL— ROOF REPAIR**

Councilman Wallace informed the board that repairs to the roof at the Old Town Hall by Michael Donatello were completed, he also said that the roof over the Assessors old office needs to be looked at also.

Councilman Tamburro told the board that he showed the building to 2 developers and they liked what they saw and have some good ideas for it. He told them get a plan together and present it to the Town Board. He also informed the board that the front stairs are falling in and need to be addressed.

**NO. 159 NEW TOWN HALL— APPROVE PURCHASE OF SHED**

**MOTION** made by Supervisor Asnoe that the town board approve the purchase of a new 10 x 12 Utility shed, cost not to exceed \$2,000.00. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

Supervisor Asnoe informed the board that Jay Landscaping finished the landscape in the front of the Town Hall.

**FINANCIAL REPORT**

Supervisor Asnoe informed the board that the Budget Officer and John from Christopher Lambert's office and himself have been working with Williamson Law and moving along with imputing information into the program. The town has not paid for the program yet because it has not been installed on the Supervisor's computer and the Clerk's office hasn't been trained on how to do the abstracts.

Financial Report Attached and read.

**WEST FRANKFORT WATER IMPROVEMENT**

**TABLED**

**PUMPKIN PATCH ISSUES**

Supervisor Asnoe Said they are proceeding with the road out in front of the 5S South Business Park.

**NO. 160 OAKVIEW CEMETERY—SURVEY**

Councilwoman Abbatecola informed the board that the Surveyor is asking \$2,220.00 to do the overlay and he will be able to tell how many plots are left, the town will have to figure out how much to ask for the plots. She said she has someone who has been coming to the Cemetery Board meetings that is interested in taking care of the Cemetery. He is currently in charge of Mt. Olivet Cemetery.

**MOTION** made by Supervisor Asnoe that the town board resolves to approve to have Oakview Cemetery Surveyed. Second by Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0.

**APPROVED**

**NO. 161 HIGHWAY DEPARTMENT – WAGE RATE ADJUSTMENT HEO**

**MOTION** made by Councilman Wallace that the town board resolves to establish the wage adjustment probation period for Kevin Johnson & Kevin Smith at \$18.53/hour straight time; \$27.81/hour overtime premium, retroactive to June 4, 2018. Second by Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0.

**APPROVED**

**NO. 162 HIGHWAY DEPARTMENT— NEW FULL TIME EMPLOYEE**

**MOTION** made by Councilman Wallace that the town board resolves, per recommendation from Highway Superintendent Testa to approve full time appointment to Kevin Cotton, HEO, at the probationary rate of \$17.50/hour, effective July 9<sup>th</sup>, 2018, and eligible for full-time benefits. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**HIGHWAY DEPARTMENT—HIGHWAY DEPUTY SUPERINTENDENT**

Supervisor Asnoe asked that the town board to recognize the appointment of Stephen Mender as Deputy Highway Superintendent, recommended by Highway Superintendent Testa, effective June 7, 2018.

**NO. 163 HIGHWAY DEPARTMENT—HIGHWAY CLERK**

**MOTION** made by Councilman Wallace that the town board resolves to appoint Marie Ella Caiola as part time Highway Clerk at \$13.63/hour, not to exceed 19.5 hours a week, no benefits, start date June 5, 2018. Second by Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NYS CANAL CORP—ERIE CANALWAY TRAIL**

Supervisor Asnoe informed the board that he attended the Canal Corp information meeting regarding the Erie Canal Bike Trail, he has a few concerns with some of the proposals. They are looking for the Town to take over and maintain the bike trails once the initial striping is done.

**NEW E-MAIL ADDRESSES**

Supervisor Asnoe asked that anyone needing a new E-Mail to go thru the Town Clerk.

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 5A & 6**

**NO. 164** **MOTION** made by Councilwoman Abbatecola to approve General Abstract #5A—Claim No. 230-230C, Total \$60,577.99. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 165** **MOTION** made by Councilwoman Abbatecola to approve TOV Abstract #5A—Claim No. 84, Total \$713.43. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 166** **MOTION** made by Councilwoman Abbatecola to approve General Abstract #6—Claim No. 231-284A, Total \$88,610.83. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 167** **MOTION** made by Councilwoman Abbatecola to approve TOV Abstract #6—Claim No. 85-106, Total \$12,391.50. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 168** **MOTION** made by Councilman Testa to approve Highway Abstract #6—Claim No. 111-124, Total \$22,527.62. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 169** **MOTION** made by Councilman Wallace to approve Highway TOV Abstract #3—Claim No. 7-10, Total \$10,075.78. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 170** **MOTION** made by Councilman Wallace to approve Special District Abstract #6—Claim No. 41-49, Total \$22,692.06. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 171 APPROVE ADDITIONAL (2) CLAIMS**

**MOTION** made by Councilman Wallace to approve the following claims to be mailed with Abstract 6 and documented on Abstract 6A. General Account Michael Donatello, Old Town Hall Roof Repair \$3,250.00 & Jay Landscaping, 201 3<sup>rd</sup> Ave. landscaping for \$2,295.00. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 172 THE FORTNIGHTLY CLUB Frankfort Free Library Raffle**

**MOTION** made by Councilman Wallace that the town board approve the Fortnightly Club to draw their raffle for the Library fund raiser at the Senior Citizen's Dinner. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**MCGOWAN ROAD CREEK**

Mr. Brewer sent a letter to the Town (attached and read).

**2018 AUDIT —BOARD OVERSITE**

Supervisor Asnoe said the Town Board needs to address the issues regarding the Audit and writing back to the State Controller, the main issue will be the benefit packages for the employees. He feels the board needs to put together an employee hand book or hire someone to do it. He would like to set up a day after July 4<sup>th</sup> and address the Audit with the town board. The Auditors also said they were happy with the town's progress.

**MOTION** made by Supervisor Asnoe to enter into Executive Session to discuss personnel. Second by Councilman Tamburro. Upon roll call; All in favor. 7:10 PM.

**MOTION** made by Supervisor Asnoe to come out of Executive session and resume regular Meeting. Second by Councilman Tamburro. Upon roll; All in favor. 7:20PM.

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilman Tamburro. Upon roll; All in favor. 7:20PM.

Respectfully submitted,  
Dorri DeRollo, Deputy Town Clerk

**NEXT BOARD MEETING – Wednesday, July 25<sup>th</sup> at 6PM**