

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, JULY 25, 2018 AT 6:00 P.M. IN THE TOWN HALL, 201 THIRD AVE., FRANKFORT, NEW YORK.**

Present:                    Glenn D. Asnoe, Supervisor  
                                  Darlene Abbatecola, 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**      No public present.

**NO. 177                    APPROVE MEETING MINUTES**

**MOTION** made by Councilman Wallace that the town board resolves to approve the meeting minutes of June 27<sup>th</sup> and July 10<sup>th</sup>, 2018. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0                                    **APPROVED**

**COMMITTEE / DEPARTMENT REPORTS**

Monthly reports submitted by various departments and reviewed.

**Codes Department:** Supervisor Asnoe reported that CEO Mishele Spaman will return to work on Monday, July 30<sup>th</sup> in a non-inspection capacity. (On the job injury occurred 7/6/2018; fell and broke hip.) Joseph LaBarbera will continue to assist the department performing inspections.

**Dog Control Officer:** Supervisor Asnoe reported that he has scheduled a meeting with Stephanie Beranski to discuss a current issue with an invoice from Herkimer County Humane Society, and her neglect in submitting monthly reports to the board. He stated that he will advise her that she does not have any authority to approve any additional spending.

**HIGHWAY DEPARTMENT**

Highway Supt. Testa reported that the **Fishing Derby** is Saturday, August 4<sup>th</sup>.

He further reported that milling is being performed on Higby Road and State Route 171 by the County, and he obtained the milling from Higby to utilize on other roads. State Rte 171 milling will be stored behind the old town hall and also used on other roads.

**ERIE CANALWAY BIKE TRAIL**

Supervisor Asnoe reported that he had a conversation with Deb Windecker regarding the Memorandum of Understanding Agreement for the bike trail, and relayed to her that it was doubtful the town board would approve it. He relayed to her that it wasn't fair for the Town to pay to maintain the trail at an estimated cost of \$13,000, when other municipalities don't have to pay for maintenance. The next day, Highway Supt. Testa received a call from NYSDOT asking what improvements the Town was making on Southside Road. He responded that he was patching and no paving was planned.                                    **TABLED**

**ANNUAL LEAK DETECTION**

Hwy Supt. Testa reported that the annual leak detection was performed with two leaks found; 3<sup>rd</sup> Ave Ext. (near Mike Oriolo's home) and Acme Road near Chips Gas Station. Third Ave Ext. was repaired; Acme Road is a work in progress (had to get a waiver to dig on NYSDOT property; did some repairs, but still leaking).

**HUMAN TECHNOLOGIES CONSOLIDATED FUNDING APPLICATION**

Supervisor Asnoe reported, after receiving approval from the board via email, a letter was sent to Timothy Giarrusso, President/CEO of Human Technologies, expressing the Town's support to Human Technologies Consolidated Funding Application for the proposed 300,000 sq. ft. warehouse/distribution center on Bleecker Street in the Town of Frankfort.

### **OLD TOWN HALL—STATUS**

Supervisor Asnoe reported that he along with the town clerk went to the old town hall building to evaluate the situation and that he underestimated the extent of material that still needs to be brought to the new town hall. A letter was sent to Mid-State Correctional Facility to request their assistance in moving the documents/equipment. Supervisor Asnoe informed OIC Steve Long that there is a lot of police equipment still in the building and in the evidence room on the stage, and asked him to bring what they want to keep to the new town hall. **TABLED**

### **COMPUTER SOFTWARE / AUD'S**

Supervisor Asnoe reported that Budget Officer Hal Hutton is working with Chris Lambert, NYS Comptroller's office, and Julie Appley from M&T Bank relative to what needs to be completed relative to the Town's financing. They agreed to open up years 2015 & 2016, and John Heuser from Lambert's office has started 2016, and hopefully M&T Bank will settle for the two additional years for the Town's future financial needs. **TABLED**

### **SUMMER CONCERT SERIES / SR. CITIZEN'S DINNER**

Supervisor Asnoe reported that he along with the town clerk will not be at the August 8<sup>th</sup> Concert to pay the band. Councilman Wallace stated that someone from the board will be present to pay the band. He also stated that he will follow up with the tent, table & chair rental to confirm date of delivery. Chairs need to be set up on Tuesday for Wednesday's concert; tables & chairs need to be set up Thursday morning for Thursday night dinner & concert. Town Clerk informed the board that all paper products have been delivered, and the silverware were bundled by the summer help. Also need someone to go get water & soda from Walmart. **TABLED**

### **NEW TOWN HALL**

Supervisor Asnoe reported that he's still waiting for a response from Central Security. Councilman Wallace reported that he's checking on security glass for the town clerk's office. Supervisor Asnoe reported that the Heating/HVAC computer stopped working and he order two new computers, monitors & software at State Bid cost; 1 for the HVAC and the other as a spare when needed.

**Key Cards:** Supervisor Asnoe reported that all key cards will now be distributed and maintained by the town clerk. He also asked the Village of Frankfort Police to return their key cards, which they did. Cards that can't be accounted for have been terminated from the system.

### **AUDIT REPORT**

Supervisor Asnoe stated that there are still a few issues that need to be discussed/corrected that are listed on the Audit Report. (Town Board has till September 6<sup>th</sup> to respond.) **TABLED**

### **WEST FRANKFORT WATER IMPROVEMENT**

Supervisor Asnoe informed the board that the Bond Resolution adopted on May 30<sup>th</sup>, 2018 was invalid; need majority vote. Matter tabled till next board meeting. **TABLED**

### **OAKVIEW CEMETERY**

Supervisor Asnoe reported that Sid Vivacqua accepted the position of Grounds Keeper with no salary. He spoke with Steve Billings, Herkimer County Personnel, and the Town doesn't need to report the position. Sid will be utilizing the empty office space across from the town clerk, and gave him his phone and a filing cabinet.

The Village of Frankfort will not turn on the water at the Cemetery due to all the leaks that exist. Hwy Supt. Testa will examine the pipe near Cemetery Road to see if a faucet can be added (where it doesn't go thru the whole system). Town will ask Plumbing Inspector Bill Flagg to assist. Councilwoman Abbatecola reported that the Committee will attend the September town board meeting to introduce themselves to the board. **TABLED**

### **ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 6A & 7**

**NO. 178** MOTION made by Councilman Wallace to approve General Abstract #6A—Claim No. 285-287A, Total \$6,620.00. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 179** MOTION made by Supervisor Asnoe to approve General Abstract #7—Claim No. 288-332A, Total \$76,865.99. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 180** MOTION made by Councilman Wallace to approve TOV Abstract #7—Claim No. 107-116, Total \$8,441.25. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 181** MOTION made by Councilman Wallace to approve Highway Abstract #7—Claim No. 125-140, Total \$20,150.32. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 182** MOTION made by Councilman Wallace to approve Highway TOV Abstract #4—Claim No. 11, Total \$12,763.74. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**  
**NO. 183** MOTION made by Councilman Wallace to approve Special District Abstract #7—Claim No. 50-56, Total \$8,107.36. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 184 HEALTH INSURANCE PREMIUM CONTRIBUTION—CLARIFICATION**

**MOTION** made by Councilman Wallace that the town board resolves, regarding health insurance premium contribution for Non-Elected Full Time Employees, for clarification purposes, that the Town of Frankfort will pay the single premium coverage for non-elected full-time employees in its entirety at 100%. If the employee chooses coverage above the single coverage (spouse, child(ren), family), the employee will be responsible for 15% of the differential with funds take from their bi-weekly paycheck. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 185 HEALTH INSURANCE BENEFIT FOR RETIRED ELECTED OFFICIALS & FULL-TIME EMPLOYEES & SPOUSE**

**MOTION** made by Councilman Wallace that the town board resolves that Elected Officials and Full-time Employees and their spouse, who retire from the Town of Frankfort with at least 10 years of service, will be eligible for employee benefit continuation at the age of 62. Second by Councilman Testa. Upon roll call; Council Members Abbatecola, Tamburro, Testa & Wallace voted Aye. Supervisor Asnoe voted Nay. Vote was 4-1 **APPROVED**

**MOTION** made by Supervisor Asnoe to adjourn; Second by Councilman Tamburro. Upon roll call; All in favor. Meeting adjourned at 7:40 PM.

**NEXT MEETING: Wednesday, August 22, 2018 at 6 PM**