

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, APRIL 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  
Michael Testa, Councilman  
John Wallace, Councilman  
Ronald A. Testa, Highway Superintendent

Absent: Joseph D. Tamburro, Councilman  
Steve Long, Police OIC

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS**

Paul & Kathy Bulinski attended the meeting to explain that since the last time they approached the board, they have purchased land on Acme Road that borders the land on First Ave Ext. He explained that he understands that the area is zoned residential, therefore he is proposing a mobile home park. He further explained that since Acme Road is in a C-10 zone, he can utilize that area for storage units and have the entrance off of Acme Road, and also hook into the water. Discussion was held relative to the aesthetics of the property; fencing, lighting. Mr. Bulinski explained that he will do whatever is asked to move the project along. He submitted and reviewed his plans, and the board explained that he would have to attend a Zoning Board Meeting to discuss further, before the board could proceed.

Public Comments Closed at 6:20 PM.

**NO. 117 APPROVE MEETING MINUTES**

**MOTION** made by Councilwoman Abbatecola that the town board resolves to approve the meeting minutes of April 11, 2018. Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 118 CODES DEPARTMENT—ESTABLISH WAGE RATE**

**MOTION** made by Supervisor Asnoe that the town board resolves to establish the hourly wage rate for Joseph LaBarbera in the Codes Department at \$12 per hour for the dates of April 9, 10, and 11, during the absence of CEO Mishele Spaman. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 119 TOWN JUSTICE COURT—ACCEPT RESIGNATION (Philip Tangorra)**

**MOTION** made by Councilman Wallace that the town board resolves to accept the resignation from Town Justice Philip Tangorra with regrets, per letter submitted dated April 16, 2018, effective May 5, 2018, and thank him for his service. Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 120 TOWN RECORDS—APPROVE APPOINTMENT—TEMP CLERK**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the appointment of Diane Reina as temporary clerk to organize Town records and establish the wage rate of \$12 per hour with no benefits, effective April 16, 2018 to July 22, 2018; appointment preapproved by Herkimer County. Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**OLD TOWN HALL—STATUS**

Councilman Wallace reported that he had someone look at the roof to repair, and should have a proposal at next board meeting. **TABLED**

**NEW TOWN HALL**

Supervisor Asnoe reported the following.

**Heating System:** Heat not working in the basement; Supervisor Asnoe will check out (electronics) tomorrow.

**Security:** Central Security has not yet submitted a proposal, or return phone calls.

**Trees:** Jay Landscaping trimmed all the trees around the Town Hall and recommends their removal before they start destroying the concrete. Councilman Wallace asked to get an estimate cost prior to removal.

## **FINANCIAL REPORT**

**Unclaimed Funds:** Supervisor Asnoe reported that Diane Reina has been finding a lot of documentation that she brought to his attention. One being a letter from the NYS Comptroller dated 2014 of unclaimed funds from the Tax Stabilization Fund, National Grid and Met Life. He stated that he filled out the application and mailed it today.

**NYS Retirement System:** Supervisor Asnoe reported that he and Frank (Christopher Lambert's office) has been working on the Retirement's on-line system and the Town is now Bronze certified level. The reporting is a work in progress.

**M&T Bank:** A meeting with M&T Bank is scheduled for Friday at 10 am, and since the Town has completed the AUD, they are willing to allow the Town to have a credit card. He completed the cardholder information with 11 names that include the board and department heads.

## **INSURANCE RENEWAL**

Meeting with Haylor Freyer and Coon scheduled for Monday, April 30<sup>th</sup> at 10 am.

**TABLED**

## **NYS MUNICIPAL WORKERS COMP ALLIANCE**

Meeting scheduled on Monday, May 7<sup>th</sup> 10 am with Robert Blaisdell.

## **WEST FRANKFORT WATER IMPROVEMENT**

Councilman Wallace reported that he along with Supervisor Asnoe met with BCA Engineers on Tuesday, April 24<sup>th</sup> and discussed the SEQR, which has to be completed prior to establishing the district.

**TABLED**

## **NO. 121 RESCIND RESOLUTION NO. 109 / ESTABLISHMENT OF WF WATER DISTRICT**

**MOTION** made by Councilman Wallace that the town board resolves to rescind Resolution No. 109, made on April 11, 2018 for the establishment of the West Frankfort Water District (Frankfort Center & Zolad Roads). Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

## **2018 SUMMER CONCERT SERIES**

Contracts signed & sent to Tony Cee. "Showtime" agreed to extend hours to 11 pm at same price (requested an extra break). Tables, chairs and large tent have been ordered. Councilman Wallace went over the menu and recommended opening bids on May 23<sup>rd</sup>. The board also agreed that there will be no take-out orders and will be noted on each ticket.

**TABLED**

## **NO. 122 REQUEST BIDS—SR. CITIZENS DINNER**

**MOTION** made by Councilman Wallace that the town board resolves to request bids for the Sr. Citizens Dinner up to and no later than 2 pm on May 23<sup>rd</sup>, and open bids on May 23<sup>rd</sup> at 6 PM. Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

## **TOWN NEWSLETTER**

Newsletter sent to printer and mailed out this week.

## **REESE ROAD—SPEED REDUCTION / SCHOOL ZONE**

Letter and Resolution mailed to Herkimer County Superintendent of Highways; waiting for reply.

**TABLED**

## **OAKVIEW CEMETERY**

Supervisor Asnoe reported that Jay Landscaping cut the trees and cleared the area; and after discussions with her, decided that she will be cutting more that need to be addressed. Councilwoman Abbatecola reported that she's waiting for Chris Nash to submit a proposal for surveying the Cemetery. Town board discussed issues of someone dumping in the back of the cemetery. It was decided to erect "no dumping" signs and a camera in the area.

**TABLED**

## **PUMPKIN PATCH ISSUES**

Nothing new to report

**TABLED**

## **NO. 123 APPROVE PERMIT AMERICAN FIREWORKS DISPLAY LLC (June 2, 2018)**

**MOTION** made by Councilman Wallace that the town board resolves to approve and grant permission to American Fireworks Display LLC to conduct fireworks display at St. Francis Society located at 152 Eighth Avenue in the Town of Frankfort on Saturday, June 2, 2018 for their annual Festival. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**HIGHWAY DEPARTMENT**

Hwy Supt. Testa requested that the board approve the purchase of a radio detector for water/sewer at the county bid price of \$3,600. The board members agreed that the money is in his budget at this time. He further reported that the pumps are being installed on Friday at R&S Pump Station; cost \$13,000. He also put the board on notice that he needs a new loader before winter.

**MOTION** made by Supervisor Asnoe to enter into Executive Session to discuss personnel issues in the Justice Court, Assessor and Budget Officer. Second by Councilman Wallace. Upon roll call; All in favor. 6:55 PM

**MOTION** made by Supervisor Asnoe to come out of Executive Session and resume the regular meeting. Second by Councilwoman Abbatemola. Upon roll call; All in favor. 7:08 PM

**NO. 124 ASSESSOR—ESTABLISH WORK HOURS**

**MOTION** made by Supervisor Asnoe that the town board resolves that any extra time incurred while performing the duties as Assessor for the Town, beyond 19 ½ hours per week, will be compensated by taking time off. Second by Councilman Testa. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

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

Respectfully submitted,  
Georgina Bellino, Town Clerk

**NEXT MEETING: Wednesday, May 9<sup>th</sup> at 6:00 PM**