

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, OCTOBER 10, 2018 AT 6:00 P.M. IN THE TOWN HALL, 201 THIRD AVE., FRANKFORT, NEW YORK.**

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

Absent: Joseph D. Tamburro, Councilman  
Michael Testa, Councilman

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS**

Supervisor Asnoe informed the town board that he had spoken to **Mrs. Russell** (Higby Road) prior to the start of the meeting regarding her issue with the Pumpkin Patch (requesting a fence on her property). She was satisfied with his answers and she would try going to the County for help.

Supervisor Asnoe addressed the attached letter sent from **Robert & Heather Johnson, 258 McIntyre Road**. They are looking to the Town for help with water runoff from surrounding properties onto their property. Supervisor Asnoe said that according to the deed it was designated run off for the surrounding properties, therefore the town cannot go on private property and assist in any way.

**NO. 221 APPROVE MEETING MINUTES**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the meeting minutes of September 26, 2018 with a correction of government accounting school from Albany to SUNY Oneonta. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0

**APPROVED**

**COMMITTEE / DEPARTMENT REPORTS**

Monthly reports submitted by various departments and reviewed.

**OLD TOWN HALL**

Supervisor Asnoe informed the town board that everything in the Old Town Hall has been brought over to the new Town Hall with the exception of the vault. The records are being gone through by Diane Reina. He said there are two items besides the building itself that have to be addressed. One being the old hospital records that consists of approximately 250 boxes that need to be shredded (retention period has lapsed). Councilwoman Abbatecola said she would look into finding a company to do the shredding. The second issues is the historical records in the basement vault that need to be restored and the estimated cost is very expensive.

**TABLED**

**NO. 222 NEW TOWN HALL—ENTRANCE SIGNS**

**MOTION** made by Councilman Wallace that the town board resolves to approve the proposal from Serianni Signs for signage at the new town hall with cost not exceed \$900.00; proposal attached. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0

**APPROVED**

**FINANCIAL REPORT / 2019 BUDGET**

Supervisor Asnoe said he is still working with the budget officer trying to get better financial reports out of the system. He gave the town board the bank balances for all accounts and a consolidated work sheet for fund balances, checking, and total assets. They are still working with Williamson Law Book Co. on the new system.

There will be a meeting next week with Christopher Lambert and someone he's trying to get who will do audits on the books so we can move forward with securing funding for future projects. He will let the town board know as soon as he gets a time and date if anyone is interested in attending the meeting.

**TABLED**

**OAKVIEW CEMETERY**

Supervisor Asnoe said the monitor came in and that he is just waiting on the computer for Grounds Keeper Sid Vivaqua.

**TABLED**

**NYS CANAL CORP – Erie Canalway Trail – Letter from NYSDOT dated 8/21/2018**

Supervisor Asnoe sent an email stating he and the board have voiced their concerns with the cost and safety issues on Southside Road, and has not heard back from anyone. He said everything from the NYS Canal Corp is in the Town Clerks office if anyone would like to look it over. **TABLED**

**TOWN WEBSITE/UPDATE –Quadsimia working on recommended changes**

Supervisor Asnoe said more changes have been sent to Quadsimia from the Assessor, and it's going slower than he anticipated. **TABLED**

**FRANKFORT CENTER FIRE DEPARTMENT- FIRE PROTECTION CONTRACT**

Supervisor Asnoe informed the board that Frankfort Center submitted the 5 year contract costs. He had a conversation with Chief Miller regarding the NYS Volunteer Firemen Cancer Bill. It's to be implemented by January 1, 2019, and he's still waiting for information and cost for the same. **TABLED**

**NO. 223 CHANGE DATE OF REGULAR TOWN BOARD MEETING**

**MOTION** made by Supervisor Asnoe to change the next regular board meeting from October 24, 2018 to October 25, 2018 at 6:00 PM. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**NO. 224 TOWN HALL SNOW REMOVAL- REQUEST BIDS**

**MOTION** made by Supervisor Asnoe that the town board resolves to request bids for Town Hall Snow Removal to be accepted up to 2:00 PM on November 14<sup>th</sup>, in the Town Clerk's office and opened at 6:00PM on November 14, 2018 at the town board meeting. Contract period will be from December 1, 2018 to March 31, 2019. Same contract as last year; and authorize town clerk to issue legal notice for the same. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**SAFETY SEMINAR BY COMP ALLIANCE**

Supervisor Asnoe stated all employees must attend the safety seminar by Comp Alliance. He, along with the town clerk and Highway Dept. already attended a seminar in Little Falls. The next mandatory seminar is November 13, 2018 at the Ilion Village Hall, attached.

**TOWN COMPUTER ANTIVIRUS**

OIC Long informed the board that the Police Dept. and Town's antivirus is coming up for renewal in November. Supervisor Asnoe asked him to get together with Councilman Testa on the matter.

**MAKING STRIDES AGAINST BREAST CANCER**

OIC long informed the board that his department will provide traffic control for a few hours on October 21, 2018 for the Breast Cancer Walk.

**NO. 225 APPROVE NEW HIRE- HIGHWAY ACCOUNT CLERK**

**MOTION** made by Supervisor Asnoe that the town board resolves, per recommendation from Hwy. Supt. Testa, to appoint Laurie Valent as Highway Account Clerk from the Herkimer County Civil Service list. It is a full time position; 30 hours a week at an hourly rate of \$14.89, eligible for full-time benefits. Start date October 29, 2019. Second by Councilman Wallace. Upon roll; All in favor. Vote was 3-0 **APPROVED**

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 10**

**NO. 226** **MOTION** made by Supervisor Asnoe to approve General Abstract #10—Claim No. 436-473C, Total \$180,373.09. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**NO. 227** **MOTION** made by Supervisor Asnoe to approve TOV Abstract #10—Claim No. 153-168A, Total \$10,279.84. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**NO. 228** **MOTION** made by Supervisor Asnoe to approve Highway Abstract #10—Claim No. 177-192, Total \$18,255.34. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**NO. 229** **MOTION** made by Supervisor Asnoe to approve Highway TOV Abstract #7—Claim No. 21-25, Total \$40,111.37. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

**NO. 230** **MOTION** made by Supervisor Asnoe to approve Special District Abstract #10—Claim No. 74-79, Total \$3,776.02. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 3-0 **APPROVED**

### **PUBLIC COMMENTS**

**Heather Johnson, 258 McIntyre Road**, apologized for being late and asked for help with flooding on her property from runoffs of the surrounding properties. Supervisor Asnoe pointed out that in her letter to the board she states that the deed to her property is designated as a runoff. Supervisor Asnoe told her that the town cannot go onto private property and take care of a private property issue. He said the Town can only take care of an issue that the town has responsibility for. Mrs. Johnson asked if she can shut off the water to the other properties, and Supervisor Asnoe told her that would be something to discuss with an attorney.

Mrs. Johnson asked the board for a reduction of the speed on her road; her dog was recently killed by a speeding car. Supervisor Asnoe informed her that the town does not set speed limits. The Town would have to adopt a resolution, send to County and NYSDOT, where a traffic study would be performed. He told her the best way to go about doing a speed change is for her to start a petition and write a formal letter to the Town. She asked about putting a sign up saying Slow-Children at Play and Supervisor Asnoe said the town can do that and asked OIC Long to patrol the area more.

**MOTION** made by Supervisor Asnoe to enter into Executive Session to discuss a personnel issue. Second by Councilman Wallace. Upon roll call; All in favor. 6:40 PM.

**MOTION** made by Supervisor Asnoe to come out of Executive session and resume the regular meeting. Second by Councilman Wallace. Upon roll; All in favor. 6:50 PM.

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilman Wallace. Upon roll; All in favor. Meeting adjourned at 6:50PM.

Respectfully submitted,  
Dorri DeRollo, Deputy Town Clerk

**NEXT BOARD MEETING – Thursday October 25<sup>th</sup> at 6PM**