

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, NOVEMBER 28, 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  
Joseph D. Tamburro, Councilman  
Michael Testa, Councilman  
Ronald A. Testa, Highway Superintendent (arrived at 6:10 PM)

Absent: Steve Long, Police OIC

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**JOHN PISECK, JR. EXECUTIVE DIRECTOR, HCIDA—5S Business Park Road Dedication**

Mr. Piseck said he sent over Supervisor Asnoe the paper work for Country Mile Road to be turned over to the Town of Frankfort and asked the town board to please make a motion to adopt the dedication for Country Mile Road. Highway Superintendent Testa said he has some concerns with taking the road over at this time. Supervisor Asnoe would like to have the Town Attorney Karl Manne look over the paper work. **TABLED**

**PUBLIC COMMENTS** No public comments

**NO. 259 APPROVE MEETING MINUTES**

**MOTION** made by Councilman Wallace that the town board resolves to approve the meeting minutes of November 14, 2018. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**OLD TOWN HALL STATUS**

Supervisor Asnoe had Bill Flagg drain the water from the boiler, the water and red light outside were shut off as well as the lights in the auditorium. Councilwoman Abbatecola had informed him that the stage door on the right hand side was opened again so he bolted it shut. Supervisor Asnoe said he would like to look into shutting off all the breakers except for the pumps. He is going to contact National Grid and have the gas shut off also. **TABLED**

**NEW TOWN HALL STATUS**

Supervisor Asnoe said he's still waiting for Central Security to put in a key swipe on the door down stairs on the police side. The new signs have been put up by Serianni Signs; the security glass for the Town Clerk's Office has been ordered. He would like to get a Call Box put in outside of the Police Dept. Councilman Testa is going to look into it. He also informed the board that the boiler was out again, and it's the third time this year and feels the Town may need to look into getting a new boiler in the near future. **TABLED**

**TOWN HALL SERVER**

Councilman Testa said the new town hall server is ready to go, he just needs the passwords for everyone's computer to get them up and running. **TABLED**

**OAKVIEW CEMETERY**

Councilwoman Abbatecola said she is still waiting for Chris Nash to do the survey. Supervisor Asnoe asked Highway Superintendent Testa to put the chains up at the entrance and close the cemetery for the winter on Friday November 30, 2018. **TABLED**

**NYS CANAL CORP—Eire Canal way Trail—letter from NYSDOT dated 8/21/2018**

Supervisor Asnoe is still waiting to hear back. **TABLED**

**TOWN WEBSITE/UPDATE**

Supervisor Asnoe said he would like to address a few things on the website. He was sent a link on how to use the alert bar but hasn't had a chance to look at it yet. **TABLED**

**HIGHWAY DEPARTMENT**

Highway Superintendent Testa informed the board that on November 16, 2018 Kevin Cotton walked out on the job and quit. The Highway monthly report was submitted and reviewed.

**NO. 260 HIGHWAY DEPARTMENT— PART TIME EMPLOYEE**

**MOTION** made by Supervisor Asnoe that the town board resolves, per recommendation from Highway Superintendent Testa, to approve part time appointment to Steven Murphy, HEO, not to exceed 19.5 hours a week at the pay rate of \$16.00/hour, effective November 27, 2018, and is not eligible for benefits. Second by Councilman Tamburro. Upon roll Call; all in favor Vote was 5-0 **APPROVED**

**CORRESPONDENCE**

- **Financials** — Supervisor Asnoe stated he met with Jamie Herman-Chief Executive Officer with NY Rural Water Association to do a yearly review. Mr. Herman said that he was speaking with Berkadia and they are looking for the audited year-end financial statements for 2014 thru 2018. Supervisor Asnoe sent an e-mail to Shannon Grandstaff at Berkadia that he has 2017 and is working on 2016 with 2018 almost completed, and the other years were not done by the previous Town Supervisor. He asked that she contact him at her earliest convenience and is still waiting to hear from her.
- **Retirement Issues** — Supervisor Asnoe said he is working on filling out paper work for two employees that he thought was taken care of.
- **Fiscal Advisors** — sent an email regarding the renewal of the bond that the Town took out in 2017 (e-mail attached).
- **2017 Annual Financial Report (AUD)**—The State accepted the 2017 AUD and closed it (attached).
- **Young at Heart Seniors** invited the Town of Frankfort staff to their Christmas luncheon Thursday December 6, 2018 @11:30AM (attached).
- **Spread sheets** — Old Town Hall, Police and Codes gas and Highway Expenses (attached and read).

**NO. 261 APPROVE RENEWAL OF COMPUTER ANTI-VIRUS—POLICE & TOWN OFFICES**

**MOTION** made by Councilman Testa that the town board resolves to approve the renewal with ESET anti-virus with cost not to exceed \$780.00 for a 2 year contract agreement. Second by Councilman Wallace. Upon roll call; All in favor vote was 5-0. **APPROVED**

**HERKIMER COUNTY HUMANE SOCIETY SHELTER AGREEMENT**

Councilman Tamburro is going to look into the contract.

**TABLED**

**NO. 262 AMEND FY2019 SPECIAL DISTRICT BUDGET**

**MOTION** made by Supervisor Asnoe that the town board approve amended 2019 Special District with the decimals in the proper places. Second by Councilman Wallace. Upon roll call; All in favor vote was 5-0. **APPROVED**

**MOTION** made by Supervisor Asnoe to enter into Executive Session to discuss personnel/litigation issue. Second by Councilman Wallace. Upon roll call; All in favor. 7:00PM.

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

**NO. 263 APPROVE EMPLOYEE HOLIDAY LUNCHEON**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve an employee holiday luncheon on December 21, 2018. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilman Wallace. Upon roll; All in favor. 7:23 PM.

Respectfully submitted,  
Dorri DeRollo, Deputy Town Clerk

**NEXT BOARD MEETING – Wednesday December 12, 2018 at 6PM**