

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, APRIL 10, 2019 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  
Sgt. Matthew Palumbo, Police OIC

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS** No public present.

**APPROVE MEETING MINUTES—March 27, 2019**

**TABLED**

**COMMITTEE REPORTS / DEPARTMENT REPORTS**

Town clerk, Codes and Police Reports submitted.

**Police Department:** Sgt. Palumbo gave an overview of his report, attached. He reported that the Live Scan hasn't been working properly and will need to be replaced; estimated cost \$21,000-\$23,000, and funding may be made available. Supervisor Asnoe reported that he spoke to Assemblywoman Marianne Buttenschon and she stated she would advocate for the Town to acquire funds, if available. Councilman Testa reported that the Police Department needs four (4) new computers and new server. By the end of this year, Microsoft will not support Windows 7. Town board discussed the police budget and how to purchase another new vehicle this year, along with other needed equipment. Supervisor Asnoe stated that he would discuss the matter with the budget officer.

**Ride for Missing Children:** Town clerk received a request for permission to pass through the Town of Frankfort on Friday, June 7<sup>th</sup>. At the recommendation from Supervisor Asnoe, the matter was turned over to Police OIC Sgt. Palumbo.

**Highway Department:** Hwy Supt. Testa reported that someone keeps hitting the telephone pole next to the pump station. The electrical will be repaired, and he will install something in front of pole to avoid reoccurrence.

**NO. 78 APPROVE DEPARTMENT REPORTS**

**MOTION** made by Councilwoman Abbatecola to approve the monthly Department Reports submitted. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**FINANCIAL REPORT**

Supervisor submitted and reviewed the monthly financial report, attached. He stated that Budget Officer Hal is behind on working on the 2019 paperwork, but is working diligently to try and supply the board with monthly reports. The Barton Trust Fund has been settled, and Supervisor Asnoe will attend the School Board Meeting tomorrow night to present them with a check for the scholarship fund.

**WEST FRANKFORT WATER**

Councilman Wallace reported that he spoke to Hodgson Russ and they basically feel the Town should start over. Councilman Wallace felt it was unnecessary and should proceed with financing/grant opportunities.

**TABLED**

**HCIDA—ROAD DEDICATION**

**TABLED**

**OLD TOWN HALL—STATUS**

**TABLED**

**NEW TOWN HALL—SECURITY**

Supervisor Asnoe reported that the basement PD security door has been installed where you now need pass key to enter and is in working order. The cameras are still a work in progress.

**TABLED**

**OAKVIEW CEMETERY**

Supervisor Asnoe reported that Emrich Land Surveying has started work in the cemetery, and thanked Councilwoman Abbatecola for getting things started.

**TABLED**

**SPRING TOWN NEWSLETTER**

Supervisor Asnoe reported that the town clerk is working on the Newsletter, and asked all departments to get their articles in as soon as possible.

**TABLED**

**NO. 79 SUMMER CONCERT SERIES—APPROVE BAND (August 7<sup>th</sup>)**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve “Lonesome Dove” to perform at the Summer Concert Series on Wednesday, August 7<sup>th</sup>. Second by Councilman Wallace. Upon roll call; Council Members Abbatecola, Tamburro, Wallace and Supervisor Asnoe voted Aye. Councilman Testa voted Nay. Vote was 4-1

**APPROVED**

**NO. 80 SR. CITIZENS’ DINNER—REQUEST BIDS**

**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 22<sup>nd</sup>, and open bids on May 22<sup>nd</sup> at 6 PM, with same dinner menu as last year. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**TOWN INSURANCE RENEWAL**

Councilman Wallace reported that paperwork is complete and will be forwarded to Haylor Freyor & Coon.

**TABLED**

**NO. 81 DOMINION ENERGY TRANSMISSION AGREEMENT**

**MOTION** made by Supervisor Asnoe that the town board resolves, per review and recommendation by Town Attorney Karl Manne, to approve Agreement between Dominion Energy Transmission and the Town of Frankfort for their storm water management facilities, attached and read, and authorize the supervisor to execute the same. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 82 APPROVE AMENDED HERKIMER COUNTY HUMANE SOCIETY AGREEMENT**

**MOTION** made by Supervisor that the town board resolves, per review and recommendation by Town Attorney Karl Manne, to approve the Agreement with the Herkimer County Humane Society, amending Section 3 deleting enumeration, and authorize the supervisor to execute the same. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 83 APPROVE NATIONAL GRID PROPOSAL—STREET LIGHTS**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the proposal from National Grid to replace streetlights that have reached the end of their useful life with energy efficient LED’s, and authorize the supervisor to execute the same. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**HIGBY GOLD**

The Planning Board submitted minutes from their April 3<sup>rd</sup> meeting that they approved the site plan for Higby Gold project (Adirondack Food & Fuel) in the Frankfort 5S South Business Park and resolved to forward the matter to the town board. Supervisor Asnoe reported that John Piseck informed him about an issue with an easement. The County attorney tried to contact Dan Spitzer from Hodgson Russ, with no response, so the matter was turned over to Town Attorney Karl Manne.

**TABLED**

**VILLAGE OF FRANKFORT—SHARED SERVICES**

Supervisor Asnoe reported that he attended a meeting, prior to the Village Board meeting, with Assemblywoman Marianne Buttenschon and he was approached by some residents asking why the Town doesn’t provide an athletic field. At the invitation of the Mayor, he stayed for the Village meeting, and suggested to Mayor Adams that they hire a caretaker to maintain the Hilltop field and schedule athletic events and the Town and Village share the cost. He stated he would discuss the matter with the town board and recommended the Recreation Committee take the lead to explore the matter further.

**TABLED**

**HERKIMER COUNTY—SHARED SERVICES**

Supervisor Asnoe reported that the Herkimer County Community Development Initiative is a county wide master plan and all municipalities have been asked to contribute \$1,000 to fund the project. He stated that this plan would also benefit the Town with future funding projects.

**NO. 84 APPROVE CONTRIBUTION TO HC COMMUNITY DEVELOPMENT INITIATIVE**

**MOTION** made by Supervisor Asnoe that the Town resolves to approve contributing \$1,000 towards the Herkimer County Community Development Initiative. Second by Councilman Wallace. Upon roll call; Council Members Abbatecola, Tamburro, Wallace and Supervisor Asnoe voted Aye. Councilman Testa voted Nay. Vote was 4-1

**APPROVED**

**NO. 85 APPROVE FIREWORKS DISPLAY (July 27<sup>th</sup>)**

**MOTION** made by Councilman Testa that the town board resolves to approve the application from American Fireworks Display LLC for a display on July 27, 2019 at the residence of Richard Braun, 2330 Graffenburg Road in the Town of Frankfort, contingent on no objections from the local fire departments. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 86 APPROVE USE OF BASEMENT KITCHEN—July 9<sup>th</sup>**

**MOTION** made by Councilman Wallace that the town board resolves to approve M&T Bank the use of the basement kitchen on Tuesday, July 9<sup>th</sup> from 11 am to 4 pm. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 87 ACCEPT RESIGNATION—POLICE DEPARTMENT**

**MOTION** made by Councilman Wallace that the town board resolves to accept the resignation from Kelly Wares, Police Department, effective April 1, 2019, and thank her for her years of service with the Town. Second by Supervisor Asnoe. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**SEXUAL HARASSMENT (TRAIN THE TRAINER)**

Supervisor Asnoe reported that there will be a seminar at the Town of Schuyler on Wednesday, June 19<sup>th</sup> to train a person that will be the trainer for the Town on Sexual Harassment. Supervisor Asnoe nominated Hwy Supt. Ron Testa to attend.

**TABLED**

**NO. 88 APPROVE NEW HIRE—POLICE DEPARTMENT**

**MOTION** made by Councilman that the town board resolves to approve the appointment, per recommendation by Sgt. Matt Palumbo, of Jonathan Thomes as part-time police officer at the rate of \$16.33 per hour, permanent competitive, no benefits. Second by Council members Tamburro and Testa. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 89 APPROVE HERKIMER COUNTY SNOW CONTRACT**

**MOTION** made by Councilman Testa that the town board resolves to approve the Herkimer County Snow Contract; contract period January 1, 2020 to December 31, 2024, and authorize the supervisor to execute the same. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 4**

**NO. 90 MOTION** made by Supervisor Asnoe to approve General Abstract #4—Claim No. 135-178B, Total \$120,967.70. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 91 MOTION** made by Supervisor Asnoe to approve TOV Abstract #4—Claim No. 42-57, Total \$8,874.04. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 92 MOTION** made by Supervisor Asnoe to approve Highway Abstract #4—Claim No. 56-72A, Total \$50,479.10. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 93 MOTION** made by Supervisor Asnoe to approve Highway TOV Abstract #2—Claim No. 2, Total \$367.48. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 94 MOTION** made by Supervisor Asnoe to approve Special District Abstract #4—Claim No. 31-40, Total \$5,332.77. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**MOTION** made by Councilman Wallace to enter into Executive Session to discuss personnel and litigation matters. Second by Councilwoman Abbatecola. Upon roll call; All in favor. 7:30 PM

**MOTION** made by Supervisor Asnoe to come out of Executive Session and resume the regular meeting. Second by Councilman Wallace. Upon roll call; All in favor. 7:45 PM

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Meeting adjourned at 7:45 PM.

Respectfully submitted,  
Georgina Bellino, Town Clerk

**NEXT MEETING: Wednesday, April 24<sup>th</sup> at 6:00 PM**