

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, AUGUST 28, 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 Tamburro, Councilman  
Michael Testa, Councilman  
John Wallace, Councilman  
Ronald Testa, Highway Superintendent  
Stg. Matthew Palumbo, Police OIC

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS**

**OAKVIEW CEMETERY**

Grounds Keeper Sid Vivacqua presented the board with the final property map prepared by Emrich Land Surveyor that will be filed with Herkimer County. He also showed the board the plot map for the new section of the cemetery that has 400+ new lots to sell. He wants to order stainless steel corner posts for the new section that will include the number of the plot for identification purposes. Once received, he will install them with the help from Mr. Emrich. Sid also explained the procedure for selling new lots, and asked the board to approve an amended price list. He also discussed the situation of filling in the plots after burials and planting grass seed. Supervisor Asnoe told him to have the Cemetery Committee submit recommendations to the board.

**NO. 164 APPROVE CORNER POSTS—OAKVIEW CEMETERY**

**MOTION** made by Councilman Wallace that the town board resolves to approve the purchase of stainless steel corner posts for Oakview Cemetery at the cost of \$477. Second by Councilwoman Abbatecola. Upon roll call; All in favor.  
Vote was 5-0

**APPROVED**

**NO. 165 APPROVE NEW PRICE LIST—OAKVIEW CEMETERY**

**MOTION** made by Councilman Wallace that the town board resolves to approve the attached price list presented by Grounds Keeper Sid Vivacqua. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**TRUSTEE ACCOUNT—OAKVIEW CEMETERY ASSOC.**

Supervisor Asnoe reported that Sid received documents from Vincent Iocovozzi (given to Vin by Beryl Evans family members). In the packet of documents was an envelope addressed to Oakview Cemetery Association c/o Beryl Evans, Ilion, NY, with documents showing an account named Bank of America NA as trustee of the will of Lyle Hoffer. He called the bank and found out that it was an active account, and the person in charge of the account will call him back on Friday. He will keep the board updated on this matter.

**TABLED**

Note: Beryl Evans was the prior cemetery association member.

Mike Clements asked Hwy Supt. Ron Testa if he was able to complete more work with only one trash pickup this year. Hwy Supt. Testa stated that due to the heavy rains this summer, it was difficult but got more done than last year.

Public Comments Closed 6:25 PM.

**NO. 166 APPROVE MEETING MINUTES**

**MOTION** made by Councilman Testa that the town board resolves to approve the meeting minutes of June 26, 2019. Second by Councilman Tamburro & Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**COMMITTEE REPORTS / DEPARTMENT REPORTS**

Monthly reports submitted by town clerk, codes and police departments.

**NO. 167 APPROVE FINGER PRINTING SYSTEM—POLICE DEPARTMENT**

**MOTION** made by Councilman Wallace that the town board resolves to approve the purchase of a fingerprinting system for the Police Department from Biometrics 4 All at the cost of \$18,000. Second by Council Members Abbatecola & Testa. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

Supervisor Asnoe stated that the Town will utilize the money that was put aside for the new vehicle to purchase this item.

**NO. 168 APPROVE THE REMOVAL OF CLOSET WALL—POLICE OIC'S OFFICE**

**MOTION** made by Supervisor Asnoe that the town board resolves to authorize the removal of the closet wall in the OIC's office in the Police Department. Second by Councilman Testa. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 169 APPROVE APPOINTMENT—POLICE DEPARTMENT**

**MOTION** made by Councilman Wallace that the town board resolves to appoint, per recommendation from OIC Sgt. Palumbo, Joseph LaBella as a part-time police officer at the rate of \$16.33 per hour with no benefits. Second by Councilwoman Abbatecola. Upon roll call; Council Members Abbatecola, Tamburro, Wallace and Supervisor Asnoe voted Aye. Councilman Testa voted Nay. Vote was 4-1 **APPROVED**

**HIGHWAY DEPARTMENT**

Hwy Supt. Testa reported that he hired one new employee and terminated another. He also tarped the old garage roof.

**WEST FRANKFORT WATER**

Councilman Wallace reported that he met with the engineering firm and they will be working on the update for the Middle District. Relative to the Lower District, the town clerk provided the engineers with paperwork they need to complete the grant application. **TABLED**

**OLD TOWN HALL**

Supervisor Asnoe reported that at his request, Hwy Supt. Testa removed all the vegetation in front and around the building. He stated that the Town received complaints prior to and after the removal. Supervisor Asnoe stated that it looks good and Ron did a great job. Hwy Supt. Testa reported that he's going to address blocking up the steps next. **TABLED**

**NEW TOWN HALL**

Supervisor Asnoe reported that he contacted three vendors for the cameras, with no response. Councilman Testa stated that he would check on a contact that he knows.

Supervisor Asnoe informed the board that with the added moisture in the basement, there was mold found in numerous areas; all the chairs stacked in the corner are full of mold, and now will need cleaning. Councilman Wallace presented the board with options for dehumidifiers. One large one for the main hall that removes 100 pints/day; and three additional ones for the smaller rooms that removes 70 pints/day. Cost is approximately \$1,640 including warranties. The board also discussed replacing the boiler, and Councilman Wallace explained that it has to go out for bid. He's checking old files to see if there were boiler specs when the board went out to bid on the new town hall. **TABLED**

**NO. 170 APPROVE PURCHASE OF FOUR (4) DEHUMIDIFIERS—TH BASEMENT**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the purchase of four (4) dehumidifiers to be utilized in the town hall basement. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**CHARLESTOWN**

Supervisor Asnoe reported that he attended a second meeting with State, Federal and local officials in attendance. A drone inspection of the interior of the two tall buildings was supposed to be done, but the Town hasn't received any report to date. **TABLED**

**ASSESSOR CONTRACT (expires 9/30/2019)**

Councilman Testa reported that he will submit a contract for the next town board meeting; town attorney may need to review. **TABLED**

**SR. CITIZENS' DINNER**

Supervisor Asnoe reported that there were 67 no shows, and he thinks the issue should be retooled to move forward or scrap all together. He asked the board to submit their recommendation at the next board meeting. **TABLED**

**SUMMER RECREATION PROGRAM**

Supervisor Asnoe stated that there were many things that came to light this year, and based on the knowledge gained, he does not recommend the Town continuing the program. He reported that the workers were allowed to drive their own vehicles instead of riding on the bus for field trips. If the board decides to continue the program, he recommends 2 directors so in case one gets injured the program can continue. He further reported that no records were kept from previous years, and a grandfather of one of the participants has submitted a claim for bike repair that was damaged by one of the workers. He stated that he feels the program has not been supervised properly, and asked the board to submit their recommendations at the next town board meeting. **TABLED**

**NO. 171 APPROVE CLAIM SUBMITTED BY BILL EVANS—BIKE REPAIR**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the claim submitted by Bill Evans for bike repair at the cost of \$102.23. Second by Councilman Tamburro & Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**ANTHONY BALIO VARIANCE**

Supervisor Asnoe reported that upon receiving the notice from the Castle Law Firm of final ZBA action on 7/17/2019, the second page read “as per recommendation of the Town of Frankfort Board and attorney at a meeting held on 6/26/19”. He clarified that no where in the June 26<sup>th</sup> minutes did it say that the town board approved this matter. The minutes do reflect that “Supervisor Asnoe recommended the Committee review all the information on this matter and issue a recommendation to the town board”. Supervisor Asnoe asked that Committee members attend their respective board meetings. He also stated that he is going to see if this individual can be removed from the board. Councilman Wallace agreed that it was not a town board decision.

**MEDICARE SUPPLEMENT—RETIREES**

Supervisor Asnoe acknowledged correspondence from Excellus reflecting a 9% increase for the medicare supplement, effective January 1, 2020.

**HIGBY GOLD – ADIRONDACK FOOD & FUEL**

Supervisor Asnoe reported that Higby Gold received a PILOT Program from Herkimer Co. IDA.

**NYSERS / FINANCIAL REPORT**

Supervisor Asnoe submitted employee members list in the NYS Retirement System, and monthly financial report, attached. Supervisor Asnoe reported that Shelter Point notified the Town of four checks from 2016 that weren’t cashed. Paperwork was filled out and they will reissue new checks in the amount of \$229.09.

**2020 BUDGET**

Supervisor Asnoe reported that the budget from department heads should be submitted by 9/6; Tentative to town clerk by 9/30 which is presented to the town board by 10/5. Public Hearing has to be held by 11/5 and adoption of budget by 11/20. Budget meetings will be scheduled accordingly.

**TABLED**

**2018 INTERNAL AUDIT**

Supervisor Asnoe reported that there in the middle of the internal audit for 2018 records and it’s not going as well as expected. Issues of how things are posted (received & dispersed) and how items are dispersed from previous fiscal years are still being addressed. They are also working to rectify software issues. Will not be cleared until issues are addressed. He also stated that the Town has a large debt load.

**TABLED**

**NO. 172 APPROVE NEW HIRE—HIGHWAY DEPARTMENT**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve, per recommendation by Hwy Supt. Testa, to hire James Costello, HEO, at the rate of \$18.06/hour effective August 12, 2019, with benefits awarded to all full-time employees. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 173 APPROVE TERMINATION—HIGHWAY DEPARTMENT**

**MOTION** made by Supervisor Asnoe that the town board resolves, per recommendation by Hwy Supt. Testa, to terminate Kevin Johnson effective August 20, 2019, and continue his medical benefits through September at the town’s expense. Second by Councilman Testa & Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 174 APPROVE REQUEST TO USE TH BASEMENT—THE PARKWAY CENTER**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the request to utilize the Town Hall basement every Thursday from September 12<sup>th</sup> to November 14<sup>th</sup> from 2-4 pm. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**SOLAR FARMS / BATTERY ENERGY STORAGE**

Supervisor Asnoe reminded Committee members Abbatecola and Tamburro to address this issue and submit recommendations to the board.

**TABLED**

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 8**

**NO. 175** MOTION made by Councilman Wallace to approve General Abstract #8—Claim No. 331-390D, Total \$104,569.34. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 176** MOTION made by Supervisor Asnoe to approve TOV Abstract #8—Claim No. 106-123, Total \$18,619.49. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 177** MOTION made by Supervisor Asnoe to approve Highway Abstract #8—Claim No. 139-150, Total \$21,387.39. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 178** MOTION made by Councilman Testa to approve Highway TOV Abstract #6—Claim No. 15-21, Total \$147,293.79. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 179** MOTION made by Councilman Testa to approve Special District Abstract #8—Claim No. 67-73, Total \$3,285.68. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

**NO. 180 APPROVE ADDITIONAL CLAIM—SPECIAL DISTRICTS**

MOTION made by Supervisor Asnoe that the town board resolves to approve claim from Cornelius Asphalt for water main break on 1<sup>st</sup> Ave Ext. at the cost of \$600. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 5-0 **APPROVED**

MOTION made by Supervisor Asnoe to adjourn. Second by Councilwoman Abbatecola. Upon roll call; All in favor. Meeting adjourned at 7:25 PM.

Respectfully submitted,  
Georgina Bellino, Town Clerk

**NEXT MEETING: Wednesday, September 11<sup>th</sup> at 6:00 PM.**

**PENDING ITEMS:**

MCGOWAN ROAD SPEED STUDY—Sent to Herkimer County, waiting for reply.  
VILLAGE SHARED SERVICES—Referred to Recreation Committee  
HERKIMER COUNTY IDA—Road Dedication  
TOWN HALL BOILER (repair/replace)—Referred to Land & Building Committee  
SOLAR FARMS (solar exemption)—Referred to Planning/Zoning/Codes Committee  
BATTERY ENERGY STORAGE—Referred to Planning/Zoning/Codes Committee  
REQUEST TO PURCHASE LAND (Gulf Rd)—Referred to Land & Building Committee  
OLD TOWN HALL—STATUS—Referred to Land & Building Committee  
NYSERS – Elected / Appointed Officials  
GRANT APPLICATION—SALT SHED