

**A REGULAR TOWN BOARD MEETING WAS HELD ON WEDNESDAY, AUGUST 26, 2020 AT 6:00 P.M. IN THE TOWN HALL, 201 THIRD AVE., FRANKFORT, NEW YORK.**

Present: Glenn D. Asnoe, Supervisor  
Michael Testa, Councilman  
Joseph D. Tamburro, Councilman  
John Wallace, Councilman  
Ronald A. Testa, Highway Superintendent  
Sgt. Matthew Palumbo, Police OIC

Absent: Darlene Abbatecola, Councilwoman

Supervisor Asnoe opened the meeting with the Pledge of Allegiance.

**PUBLIC COMMENTS:** None

**NO. 124 APPROVE MEETING MINUTES**

**MOTION** made by Councilman Testa that the town board resolves to approve the meeting minutes of July 27, 2020. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**COMMITTEE REPORTS / DEPARTMENT REPORTS**

Reports were submitted by Codes & Town Clerk.

**Police Department** Sgt. Palumbo, reported that Officer James Gleasman rescinded his retirement due to the fact that NYS Retirement gave him the wrong date of his retirement. He will be with the Town until March 2021.

**Governor's Executive order #203**, Sgt. Palumbo reported that he is still waiting on guidelines set by the State Board and that it must be adopted and approved by April 2021 and there is no funding to complete this task. He reported that he has been hearing from the public that the Town Police have been doing a great job, particularly officer Mills. He informed the board that they are going to have to address parking on 7<sup>th</sup> & 8<sup>th</sup> Ave. during school hours. He stated there is a problem with cars getting through in the Village on 6<sup>th</sup> Ave. and so the Village has changed it to no parking during school hours.

Sgt. Palumbo informed the board that he would like to hire Ryan Drake, as a Part-Time Police Officer (non-competitive status).

**Hwy. Department** Superintendent Testa, reported that there is a water brake on Acme Road by 5's. He informed the board that he would have to bore underneath the road and he can't find the leak because it's underneath the bridge. He is going to look into fixing the leak in the most cost effective way.

**Country Mile Road**, Supt. Testa reported that the Herkimer County IDA needs to repair the road before he will recommend the town taking it over. He also reported that he put a new tarp on the old town garage roof for the salt.

**FINANCIAL REPORT**

Submitted by Supervisor Asnoe monthly bank statements.

**WEST FRANKFORT WATER—USDA FUNDING (CENTER & ZOLAD ROADS)**

Supervisor Asnoe reported that the West Frankfort Water District (Center & Zolad Roads) funding has been approved, that Councilman Wallace himself and Town Clerk Dorri DeRollo met with both the USDA and the Engineers & Architects. There is a lot of paperwork to be completed and 2022 is the expected start date on the project. Supervisor Asnoe asked that the councilmembers please fill out and return the USDA Compliance Review Questions for Board Members to the Town Clerk. **TABLED**

**AUGUST 27, 2020 RED CROSS BLOOD DRIVE 10AM-3PM**

Supervisor Asnoe reported that the Red Cross will be doing a Blood Drive in the Town Hall basement from 10AM to 3PM, August 27, 2020. He reported that Custodian Thomas Vivacqua will help with setting up.

**OLD TOWN HALL**

Supervisor Asnoe informed the board that Town Clerk Dorri DeRollo Found information on the Old Town hall in the minutes regarding to when it was build and by whom. He forwarded the information over to The Herkimer County IDA so they can have someone come in and assess the building. **TABLED**

**ASSESSOR**

Supervisor Asnoe informed the board that Mary Ann Barbuto the acting assessor said she is going to be leaving in October. **TABLED**

**TREE COMPLAINT – KENT BLVD.**

Hwy. Supt. Testa informed the board that the trees have been marked with ribbons. He did here from national Gird and they said they would be there. They are way behind and not in the area right now.

**GRANT APPLICATION- SALT SHED**

Supervisor Asnoe informed the board that he and Hwy Supt. Testa have a meeting with Jerry Stucchi of JGK Associates to input data into the portal of the DEC. **TABLED**

**5 ADDITIONAL COURT CLERK HOURS**

Supervisor Asnoe said he will address the hours during next year's budgeting. **TABLED**

**NO. 125 APPROVE POLICE-RESCINDING RETIEMENT (James Gleasman)**

**MOTION** made by Supervisor Asnoe that the town board approves the rescinding retirement letter from Officer James Gleasman, due to an error by the NYSERS-P&F on his retirement date. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 126 APPROVE DEPUTY TOWN CLERK HIRE (Hope Field)**

**MOTION** made by Supervisor Asnoe that per the recommendation of Town Clerk Dorri DeRollo that the town board resolves to hire Hope Field as Deputy Town Clerk, at current Deputy Salary, eligible for full time employee benefits, effective 7/2/2020. **APPROVED**

**NO. 127 APPROVE TERMINATION –DEPUTY TOWN CLERK (Hope Field)**

**MOTION** made by Supervisor Asnoe also per recommendation of Town Clerk Dorri DeRollo to terminate Hope Filed effective 8/14/2020, due to probationary failure. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 128 TOWN JUSTICE COURT—ACCEPT RESIGNATION (Frank L. Maida)**

**MOTION** made by Councilman Wallace that the town board resolves to accept the resignation from Town Justice Frank L. Maida, per letter submitted dated August 8, 2020, effective August 31, 2020. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**NO. 129 APPROVE AMBASSADOR HERKIMER COUNTY MASTER PLAN (Karlee Tamburro)**

**MOTION** made by Supervisor Asnoe to appoint Karlee Tamburro as ambassador for the Town of Frankfort to the County Master Plan Committee. Second by Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0 **APPROVED**

**2021 BUDGET**

Supervisor Asnoe reported that the budget from department heads should be submitted by 9/4; Tentative to town clerk by 9/30 which is presented to the town board by 10/5. Public Hearing to be held by 11/5; and adoption of budget by 11/20. Budget meetings will be scheduled accordingly. He also asked Councilmembers Testa & Wallace to work on the Fire contracts. **TABLED**

**NO. 130            CONSOLIDATED HEALTH DISTRICT**

**MOTION** made by Councilman Wallace that the town board resolves to approve the transfer of funds from the dissolution of the Frankfort Board of Health fund to the County of Herkimer in the amount of \$43,225.00 through the Town's Attorney Karl Manne. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0

**NO. 131            APPROVE TRASH DROP OFF DATES & ADD IN THE PAPER**

**MOTION** made by Councilman Testa that the town board resolves to approve the dates of the trash drop off for September 11 & 12, October 2<sup>nd</sup> & 3<sup>rd</sup> and green waste/brush pickup starting November 2, 2020 weather permitting; and advertising in the Observer Dispatch and the Times Telegram. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**Note:** Supervisor Asnoe asked that Sgt. Palumbo, OIC to please put the dates for the trash drop off on the Town Police Facebook page.

**NO. 132            APPROVE HERKIMER COUNTY HUMANE SOCIETY AGREEMENT**

**MOTION** made by Supervisor Asnoe that the town board resolves, to approve the Agreement with the Herkimer County Humane Society, and authorize the supervisor to execute the same. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 133            APPROVE RECORDS RETENTION POLICY LGS-1**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve the attached Records Retention Policy LGS-1. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 134            APPROVE WEST FRANKFORT WATER- LOWER DISTRICT (Center & Zolad Roads)**

**USDA RURAL DEVELOPMENT LOAN RESOLUTION**

**MOTION** made by Supervisor Asnoe that the town board resolves to approve Resolution 134/2020, Loan Resolution dated 8/26/2020 authorizing and providing and or the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, construction, enlarging, improving, and or extending its drinking water within the Town of Frankfort Center and Zolad Roads Water District, attached and read. Second by Councilmen Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**ABSTRACT OF AUDITED VOUCHERS—ABSTRACT 8**

**NO. 135**            **MOTION** made by Councilman Testa to approve General Abstract #8—Claim No. 293-3255A, Total \$80,966.38. Second by Councilmen Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 136**            **MOTION** made by Councilman Testa to approve TOV Abstract #8—Claim No. 83-98, Total \$10,624.97. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 137**            **MOTION** made by Councilman Wallace to approve Highway Abstract #8—Claim No. 133-143, Total \$22,015.98. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 138**            **MOTION** made by Councilman Wallace to approve Highway TOV Abstract #7—Claim No. 18-22, Total \$167,288.29. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 139**            **MOTION** made by Councilman Wallace to approve Special District Abstract #8—Claim No. 70-77, Total \$3,915.82. Second by Councilwoman Testa. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 140**            **MOTION** made by Councilman Testa to approve Oakview Cemetery Abstract #3—Claim No. 3, Total Amount \$1,989.40. Second by Councilman Wallace. Upon roll call; All in favor. Vote was 4-0

**APPROVED**

**NO. 141 APPROVE PART-TIME POLICE OFFICER (Ryan Drake)**

**MOTION** made by Councilman Wallace that the town board resolves to approve the appointment, per recommendation by OIC Sgt. Palumbo, of Ryan Drake as a part-time police officer at the rate of \$17.00 per hour, non-competitive effective immediately, not to exceed 19 ½ hours with no benefits. Second by Councilman Tamburro. Upon roll call; All in favor. Vote was 5-0

**APPROVED**

**NO. 142 APPROVE APPOINTMENT OF TOWN JUSTICE Cory Zennamo)**

**MOTION** made by Councilman Tamburro that the town board resolves to approve Resolution No. 142 entitled resolution concerning Appointment of Town Justice, attached and read. Second by Councilman Testa. Upon roll call: All in favor. Vote was 4-0

**APPROVED**

**MOTION** made by Supervisor Asnoe to adjourn. Second by Councilman Testa. Upon roll call; All in favor. 7:15 PM.

Respectfully submitted,  
Dorri DeRollo, Town Clerk

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