

01) The **Regular Meeting**, of the Town Board of Herkimer was held on Monday, May 16, 2016, at 6:00PM, at the Herkimer Town Hall, 114 N. Prospect St., Herkimer, NY 13350.

02) Present: Supervisor-----Dominic Frank
 Councilman-----Randy Kast
 Councilman-----Vito Carbone
 Councilwoman-----Kathy Penree
 Highway Supt.-----David McManus
 Deputy Attorney-----Kyle Crandall
 Codes Officer-----Ken Collis

Excused: Councilman-----Daniel Stalteri
 Attorney-----Jessica Manieri

03) Pledge of Allegiance to the Flag.

Councilman Kast led us in the Pledge of Allegiance to the Flag.

04) Reading of the Minutes of the Previous Meeting.

Motion by Councilman Carbone, seconded by Councilwoman Penree, to accept and place on file the minutes of the May 2nd, 2016 meeting as written.

CARRIED AYES ALL

05) Public Meeting.

A few students from Herkimer High school were present.

Motion by Councilman Carbone, seconded by Councilwoman Penree, to close the public meeting.

CARRIED AYES ALL

06) Petitions and Communications.

A.) Motion by Councilwoman Penree, seconded by Councilman Kast, to accept and place on file a letter dated April 25, 2016, from Deb Smith, a Customer Service Representative for NBT Mang Insurance, stating that four autos were deleted off of our policy.

Supervisor Frank stated we did get a check for about \$1,400 to complete the deletion process.

CARRIED AYES ALL

B.) Motion by Councilman Kast, seconded by Councilman Carbone, to accept and place on file a letter dated April 25, 2016, from the State of New York Dept. of Taxation and Finance Office of Real Property Tax Services concerning the certificate of final special franchise full values.

CARRIED AYES ALL

C.) Motion by Councilwoman Penree, seconded by Councilman Carbone, to accept and place on file a petition issued and effective April 29, 2016, from the State of New York Public Service Commission, concerning Time Warner Cables Northeast approval of the renewal of its franchise with the Town of Herkimer.

Supervisor Frank stated we have received our executed contract with Time Warner.

CARRIED AYES ALL

D.) Motioned by Councilman Kast, seconded by Councilwoman Penree, to accept and place on file a letter dated May 2, 2016, from Congressman Richard Hanna, concerning an update of his accomplishments for 2016 thus far.

CARRIED AYES ALL

E.) Motioned by Councilman Carbone, seconded by Councilman Kast, to accept and place on file a letter dated May 4, 2016, from Time Warner Cable concerning agreements with programmers that are due to expire soon.

CARRIED AYES ALL

F.) Motioned by Councilman Carbone, seconded by Councilman Kast, to accept and place on file a letter received May 11, 2016, from Paul Brown, general manager of Nagle Athletic Surfaces, concerning services they offer for maintaining our tennis and basketball courts. Supervisor Frank stated this was the firm that redid our tennis courts before. Councilman Kast stated he believes we had them redone about five years ago. Highway Supt. McManus stated that they still look like they are in good shape.

CARRIED AYES ALL

G.) Motioned by Councilman Carbone, seconded by Councilman Kast, to accept and place on file a letter dated May 11, 2016, from the East Herkimer Fire Department concerning their annual memorial service being held on May 25th. Supervisor Frank will be attending and hopes to see everyone there.

CARRIED AYES ALL

H.) Motioned by Councilman Carbone, seconded by Councilman Kast, to accept and place on file a certificate of liability insurance received May 16, 2016, from Acord for Central New York Construction.

CARRIED AYES ALL

07) Routing.

Motion by Councilwoman Penree, seconded by Councilman Carbone, to accept and place on file the flyer for the Herkimer County Land Auction.

CARRIED AYES ALL

Motion by Council Kast, seconded by Councilman Carbone, to accept and place on file the water agreement with Mildred Wheeler.

CARRIED AYES ALL

08) Resolutions & Local Laws.

09) Old Business.

Water Districts-

Rules and Regulations: Supervisor Frank stated I have done the edits with the exception of the things that need legal review. He has given Attorney Manieri some questions they had to review for when she returns from vacation.

Codes Issues: Codes Enforcer Collis stated that four or five more people hooked up to the sewer on Highland/Beardslee Ave. He also stated the work looks good so far.

Property Maintenance Law: Supervisor Frank stated that he would like to schedule a time to talk about this. Councilman Kast suggested we do a workshop on May 25th at four and then everyone can go to the East Herkimer Fire Dept. Memorial after. The board agreed. Clerk DeMetro will post a workshop meeting.

Soliciting Law: Clerk DeMetro stated she is working on it still.

Retirement Record Keeping and Reporting: Supervisor Frank stated he is just reminding everyone to get their monthly reporting time sheets into Clerk DeMetro.

REM Tax Auction: Supervisor Frank stated he has been talking with Attorney Manieri about how this works. Supervisor Frank asked Assistant Attorney Crandall his thoughts on this and if he has spoken with Attorney Manieri about it. Attorney Crandall stated he has spoken with Attorney Manieri and they share the same thoughts but still have to find out some more information on it with the County. He also stated that it is his understanding that whoever purchases the property is responsible for the amount due for water. He will discuss this more with Attorney Manieri for better clarification.

Councilman Kast reminded everyone of the Memorial Day Parade coming up. He stated you line up across from the county building in the parking lot at noon. Supervisor Frank stated he asked our three legislatures to ride with us and two have responded yes they would like to. Sylvia Rowan will also be riding with us.

10) New Business.

Trash Day Shred Truck Proposal: Clerk DeMetro stated we have been receiving calls about having a shred truck on trash days. She called Confidata and got a quote for in the fall because it is already

booked for spring. Confidata said it would be three hundred dollars to have the truck there from nine to noon. Clerk Edwards saved a Saturday in October so it would be more convenient for residents. The board agreed to give it a try.

Highway Supt. McManus stated he has found an electrician who is willing to do the garage. He has given the quote to Supervisor Frank.

11) Reports.

Supervisor Frank handed out a spread sheet to the board of all of the possible upgrades they would like to make. He asked to board to take a look and discuss what they would like to prioritize to have done with the BAN money. They are looking to do a BAN for \$60,000. Highway Supt. McManus stated he does not see the need to have the lighting done inside at the water tower and storage facility. He stated the guys are only there during the day once in a while and other than that they turn off the breaker when they are not using it. He will get a quote on just the lighting for the outside of the water tower and storage facility for security purposes. He also stated he could look into getting just the bottom panels of the garage doors replaced instead of replacing the whole door. He will get the quotes and let the board know. The board agreed that the most important things are the lighting and electric at the highway garage, the sidewalks in front of the office, the overlay of the town office parking lot, and the furnace for our tenant.

Supervisor Frank stated he would like give an update on the Farmer's Market. He has been asked to meet with the Village. The mayor is proposing to do the project with us and split the cost. Jeremy is working on the projected estimated cost for the next three years. We have predicted it will take three years before the farmers market will be self sufficient. Supervisor Frank stated they are still working on the budget and draft for the grant. They will have it ready for final review in June. The grant has to be submitted in July. He also stated we are still looking for the best place to put the market. They want to put it, wherever will they believe it will be most successful.

Motion by Councilwoman Penree, seconded by Councilman Carbone, to accept and place on file the Trial Balance report dated 05/16/2016, from Bookkeeper, Amanda Viscomi.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Kast, to accept and place on file the Revenue and Expense report dated 05/16/2016, from Bookkeeper, Amanda Viscomi.

CARRIED AYES ALL

12) Audit.

Motion by Councilman Carbone, seconded by Councilwoman Penree, to accept and place on file the audit dated 05/16/2016.

CARRIED AYES ALL

13) Adjourn.

Motion by Councilman Carbone, seconded by Councilwoman Penree, that the Regular Meeting of the Herkimer Town Board be adjourned, until the next Meeting that is scheduled for Monday, June 6, 2016 at 6:00PM.

CARRIED AYES ALL

Jennifer DeMetro, Herkimer Town Clerk