

01) The **Regular Meeting**, of the Town Board of Herkimer was held on Monday, April 4, 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-----Daniel Stalteri
Councilwoman-----Kathy Penree
Attorney-----Jessica Manieri
Highway Supt.-----David McManus
Codes Officer-----Ken Collis

Excused: Councilman-----Vito Carbone
Deputy Attorney-----Kyle Crandall

03) Pledge of Allegiance to the Flag.

Councilwoman Penree led us in the Pledge of Allegiance to the Flag.

04) Reading of the Minutes of the Previous Meeting.

Motion by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file the minutes of the February 16, 2016 meeting as written.

CARRIED AYES ALL

05) Public Meeting.

No one from the public appeared.

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to close the public meeting. Supervisor Frank stated as we close our public meeting, he would like to take a moment to think about our former Highway Supt. John Richard as he will be undergoing surgery.

CARRIED AYES ALL

06) Petitions and Communications.

A.) Motion by Councilman Kast, seconded by Councilwoman Penree, to accept and place on file a letter dated March 18, 2016, from Courtney Merriman partner of Barclay Damon, concerning the Town and Village of Herkimer Environmental Easement for Mark Netti’s property located on 131 West Smith Street.

CARRIED AYES ALL

B.) Motion by Councilman Kast, seconded by Councilman Stalteri, to accept and place on file a letter dated March 18, 2016, from the NYS Department of Taxation and Finance concerning the hearing date and location for the tentative special franchise full values.

CARRIED AYES ALL

C.) Motion by Councilwoman Penree, seconded by Councilman Stalteri, to accept and place on file a letter dated March 21, 2016, from Accord concerning a certificate of liability insurance for Royal Fiberglass Pools of New York.

CARRIED AYES ALL

D.) Motioned by Councilwoman Penree, seconded by Councilman Stalteri, to accept and place on file a letter dated March 22, 2016, from Cornell University concerning the upcoming NYS Association of Towns School for Superintendents of Highways. Supervisor Frank stated he has spoke with Highway Supt. McManus and he believes McManus plans on attending.

CARRIED AYES ALL

E.) Motioned by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file a letter dated March 23, 2016, from the Association of Towns concerning the Constitution and Bylaws.

CARRIED AYES ALL

F.) Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file a letter dated March 23, 2016, from the NYS Insurance Fund concerning a certificate of workers' compensation insurance for Demarse Electric.

CARRIED AYES ALL

G.) Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file a letter dated March 28, 2016, from Bruce Ward concerning a request for a zoning change and variance.

Codes Enforcer Collis stated he has spoken with Mr. Ward and explained to him that he does not need a zoning change. Collis stated according to land conservation he is allowed to install solar because it's a utility. Collis will write him a letter.

CARRIED AYES ALL

H.) Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file a letter received March 28, 2016, from NationalGrid concerning a notification of routine tree maintenance starting April 18th.

CARRIED AYES ALL

I.) Motion by Councilman Kast, seconded by Councilman Stalteri, to accept and place on file a letter dated March 28, 2016, from the NYS Department of Taxation and Finance responding to our correspondence.

CARRIED AYES ALL

J.) (1.) Motion by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file a letter received April 1, 2016 from Gary Czernecki stating his retirement date from the town.

(2.) Motion by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file a letter received March 31, 2016 from Larry Lynch stating his retirement date from the town. Councilman Stalteri stated we appreciate the job that both of these men have done for the town and keeping our roads safe for the many, many years. Councilman Penree asked if there was anything typically done to honor those retiring. Supervisor Frank stated we could do a proclamation before our next meeting in their honor. He also stated we accept both of their letters with great regret.

CARRIED AYES ALL

K.) Motion by Councilman Kast, seconded by Councilman Stalteri, to accept and place on file a letter received April 1, 2016 from the Veterans Council of Herkimer concerning the upcoming Memorial Day Parade and the service that follows.

Councilman Kast stated he thinks we should participate again in the parade. The board agreed.

CARRIED AYES ALL

07) Routing.

Motion by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file the 2016 Associations of Towns 2016 Legislative Program

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file the Herkimer County Historical Society Newsletter.

CARRIED AYES ALL

08) Resolutions & Local Laws.

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file the Resolution #10 – 2016 establishing a hook up fee and reimbursement for the Highland/Beardslee Avenue Sewer District.

CARRIED AYES ALL

09) Old Business.

Water Districts- Supervisor Frank handed out a proposal to increase the water and sewer rates for all the districts effective July 1, 2016. The board will take home and further review.

Rules and Regulations: Supervisor Frank stated he would like to schedule a workshop meeting with the board to review and finish up the Water Districts Rules and Regulation. The board will check their schedules and decide on a time to meet.

Highway Supt. McManus stated he has another water meter presentation set up for 5:00 PM before our next meeting on April 18, 2016.

Codes Issues- Codes Enforcer Collis stated he has nothing new to report.

Highway Supt. McManus stated he has the Lowe's plans for the new water line to go in. He stated they are just waiting on DEC before they can get started.

He also stated that the auction is done for the equipment he was looking to get rid of. \$19,141 is the proposed amount for everything, is the board chooses to accept. Councilman Kast stated he trusts McManus's judgment for if he thinks that is a fair price. McManus stated he thinks it is a fair price and after approval the town will soon receive a check, as well as an itemized list of what was sold. The buyers have a week to remove equipment purchased.

Motion by Councilman Kast, seconded by Councilman Stalteri, to accept Highway Supt. McManus's recommendation with the decision to sell the highway equipment at the price offered.

CARRIED AYES ALL

10) New Business.

Clerk DeMetro introduces her new deputy, Marissa Farber. She also stated she will not be attending the next meeting due to training. Supervisor Frank and the board welcome's Marissa.

10) Reports.

Motion by Councilwoman Penree, seconded by Councilman Stalteri, to accept and place on file the Trial Balance report dated 04/04/2016, from Bookkeeper, Amanda Viscomi.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file the Revenue and Expense report dated 04/04/2016, from Bookkeeper, Amanda Viscomi.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file the March, 2016 Dog Control Officer's Monthly Report from Joshua Leone.

Councilwoman Penree stated Joshua does a very nice job on his report.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file the March, 2016 Monthly Town Clerks Report from Clerk DeMetro.

CARRIED AYES ALL

Supervisor Frank stated we have budgeted for a BAN for facility improvements. He handed out a list of quotes for the various things; Highway Supt. McManus has handed in quotes for new garage doors, Councilman Kast has handed in one quote for the paving of our parking lot, a quote for the painting of our Town offices and hall, a quote for the lighting of the highway garage and water tower, we are still waiting on quotes for our front sidewalks of the town office building, have received quotes for purchase or lease of a new copier, waiting on quotes for fencing around the town office building, and are still waiting on quotes for on new electric for the highway garage. He asked the board to review the list and prioritize what they deem most important.

11) Audit.

Motion by Councilman Kast, seconded by Councilwoman Penree, to accept and place on file the audit dated 04/04/2016.

CARRIED AYES ALL

12) Adjourn.

Motion by Councilman Stalteri, seconded by Councilman Kast, that the Regular Meeting of the Herkimer Town Board be adjourned, until the next Meeting that is scheduled for Monday, April 18, 2016 at 6:00PM.

CARRIED AYES ALL

Jennifer M. DeMetro, Herkimer Town Clerk