

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, March 16, 2020, at 6:00PM, in the Herkimer Town Hall located at 114 N. Prospect Street, Herkimer, NY 13350.

**02) Roll Call of Officers**

Present:

Supervisor-----	Dominic Frank
Councilman-----	Daniel Stalteri
Councilwoman-----	Kathy Penree
Councilman-----	Randy Kast
Councilman-----	Vito Carbone
Attorney-----	Christopher Bray

Excused:

Highway Supt.-----	David McManus
Codes Enforcer-----	Ken Collis
Deputy Attorney-----	Kyle Crandall

**03) Pledge of Allegiance to the Flag.**

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

**04) Reading of the Minutes.**

Motion by Councilwoman Penree, seconded by Councilman Stalteri, to accept and place on file the minutes of the previous meetings held on March 3<sup>rd</sup>, 2020 as written.

CARRIED AYES ALL

**05) Public Hearing.**

Supervisor Frank stated he would like to call to order the Public Hearing on Local Law No. 1 of 2020 for the change of Grievance Day.  
No one from the public wished to speak.

Motion by Councilman Stalteri, seconded by Councilwoman Penree to close the Public Hearing.

CARRIED AYES ALL

**06) Public Meeting.**

Supervisor Frank stated anyone from the public who would like to speak during our public meeting, please state your name, address and tell us why you are hear.

Joseph Urine of 5 Oxford Road in New Hartford, stated he is looking to develop a tier 3 renewable energy on Shells Bush Road. He stated he would like to know the steps required on how to proceed. Supervisor Frank stated he would need to follow the Special Authorization Procedure and currently we are working on a form for this. Once we have it developed, we will get it out to you. We will work to get this completed and to him within the next couple of weeks. Joseph also stated that he knows some good outside engineering councils that he could provide us with their information. He stated this is the third step in the process and that they have come to an agreement with the College and the County for the need of two meters, one for each entity. It is currently one parcel that will also need to be subdivided.

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

CARRIED AYES ALL

**07) Petitions and Communications.**

Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file all the petitions and communications 6A-M listed below.

- A.) A letter dated March 3, 2020 from NYS Homes and Community Renewal Asset Management Unit, Craig Thompson, concerning the NYS HOME Program Owner Occupied Rehabilitation Monitoring Compliance Satisfaction.

- B.) A letter dated March 4, 2020 from the NYS Department of Health District Engineer, Chris Demme, concerning the SEQOR Lead Agency Determination for the East Herkimer Sewer District Project.
- C.) An email received March 9, 2020 from NYMIR concerning the Coronavirus Disease and guidance for our municipality's preparedness.
- D.) An email received March 10, 2020 from the Mohawk Valley Region Deputy Director, Allison Nowak, granting our request for an extension through December, 2022 for the East Herkimer Sewer District Project.  
Supervisor Frank stated we have received an extension for the East Herkimer Sewer District. This will give us the opportunity to apply for more funding but we will need to be shovel ready in order to apply. We are also looking at an alternate route for the line to help alleviate the environmental issues.
- E.) A letter dated March 10, 2020 from the NYS Department of Health District Director, Donald VanPatten, concerning the 2019 Annual Water Quality Report.
- F.) A letter dated March 10, 2020 from Attorney Evan Rossi, concerning the Town of Newport Proposed Local Laws #2 and #3 of 2020.
- G.) An email received March 12, 2020 from Bonnie Becker of the Association of Town concerning an update on the Coronavirus.
- H.) An email received March 13, 2020 from Senator Seward's Office concerning the Coronavirus Resources Available.
- I.) An email received March 13, 2020 from the Herkimer County Chamber of Commerce concerning the cancelation of the Annual Meeting.
- J.) A letter dated March 16, 2020 from Supervisor Frank to Herkimer Central Elementary School District Vice President, Crisit Paragi, concerning the use of the playground and restroom facilities for the Town's 2020 Summer Youth Program.
- K.) A flyer from NYMIR for a seminar on Loader, Backhoe and Bucket Truck Training.
- L.) A flyer for 20<sup>th</sup> Annual Town Finance School co-sponsored by the Association of Towns and the Office of the State Comptroller, Division of Local Government and School Accountability.
- M.) An invitation from Comp Alliance for a Regional Safety Seminar.

**07) Routing.**

**08) Resolutions.**

Motion by Councilman Carbone, seconded by Councilwoman Penree to accept, place on file and approve Resolution No. 14 of 2020 to approve Local Law No. 1 of 2020 for the change of Grievance Day.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Kast to accept, place on file and approve Resolution No. 15 of 2020 to accept the Town Court Audit.

CARRIED AYES ALL

**09) Old Business.**

Supervisor Frank stated we will skip the old business topics for this meeting.

Water District:

Mckennan Road Enhancement Project:

West Herkimer Water:

East Herkimer Sewer District:

Steuben Hill Road:

Solar Project on Sokol Road:

Codes:

NYMIR Risk Control Resurvey Report:

Landbank:

Website:

Dog Control Local Law:

Subdivision Local Law:

Herkimer County Humane Society Agreement:

**10) New Business.**

Supervisor Frank stated we have closed our offices to the public and the court has been suspended for potentially up to forty-five days.

Motion by Councilman Carbone, seconded by Councilwoman Penree to accept and place on file the email concerning the closure of the courts.

CARRIED AYES ALL

Supervisor Frank stated he is proposing that we meet once a month. He also stated he has the authority to pay bills if needed to before a meeting. The board agreed and will meet again on April 20, 2020 at 6:00PM.

Motion by Councilman Stalteri, seconded by Councilman Kast to temporary amend the board schedule and will hold our next meeting on April 20, 2020 at 6:00PM.

CARRIED AYES ALL

Supervisor Frank stated he asked Highway Supt. McManus to contact Attorney Crandall on how to proceed. He also confirmed that the highway department already has a vehicle and cleaning schedule in place after each us. Councilwoman Penree stated we can not have groups of ten or more.

Supervisor Frank stated Attorney Crandall will put together a rebuttal.

Motion by Councilwoman Penree, seconded by Councilman Kast to go into executive session to discuss a personnel matter.

CARRIED AYES All

Motion by Councilman Carbone, seconded by Councilman Stalteri to close executive session with no decisions made.

CARRIED AYES ALL

**11) Reports.**

Motion by Councilman Carbone, seconded by Councilwoman Penree to accept and place on file the Water and Sewer Meeting Minutes dated February 25, 2020.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Carbone to accept and place on file the Town Court Audit dated March 5, 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Cash Reports for February, 2020

CARRIED AYES ALL

Motion by Councilman Kast, seconded by Councilman Stalteri to accept and place on the Town Justices' Reports for February, 2020 from Karl Manne and Michael Petucci.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Carbone to accept and place on the Trial Balance Report dated March 16, 2020.

CARRIED AYES ALL

Motion by Councilman Kast, seconded by Councilman Carbone to accept and place on file the Revenue and Expense Report dated March 16, 2020.

CARRIED AYES ALL

**11) Purchase orders and Audit.**

There is one purchase order that has been approved for a pump for the Highway Department.

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the Audit dated March 16, 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to go into executive session to discuss union contracts.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to close executive session with no decisions made.

CARRIED AYES ALL

**12) Adjourn.**

Motion by Councilman Stalteri, seconded by Councilwoman Penree, that the Regular Meeting of the Herkimer Town Board be adjourned until the next Regular Meeting to be held on Monday, April 20<sup>th</sup>, 2020 at 6:00PM at the Herkimer Town Hall.

CARRIED AYES ALL

Jennifer M. DeMetro, Herkimer Town Clerk