

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, August 4, 2025, at 6:00PM at the Herkimer Town Hall located at 114 North Prospect Street, Herkimer, New York 13350.

02) Roll Call of Officers

Present: Supervisor-----Dominic Frank
Deputy Supervisor-----Daniel Stalteri
Councilman-----Vito Carbone
Councilman-----Randy Kast
Councilwoman-----Kathleen DeCarlo
Codes Enforcer-----Ken Collis
Town Park Supervisor-----Kathi Nasypany

Excused: Attorney-----Christopher Bray
Highway Supt.-----Ken Ward
Deputy Attorney-----Kyle Crandall
Dog Control Officer-----Erica Dunton

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

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

04) **Reading of the Minutes.**

Motion by Councilman Carbone, seconded by Councilwoman DeCarlo, to accept and place on file the minutes of the previous regular meeting held on July 21, 2025 as written.

CARRIED AYES ALL

05) **Public Meeting.**

Supervisor Frank stated if anyone from the public would like to speak to please state your name and address. With no one from the public in attendance

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

CARRIED AYES ALL

06) **Petitions and Communications.**

Motion by Councilman Stalteri, seconded by Councilman Carbone, to accept and place on file all the petition and communication A through D listed below.

- A. Herkimer County Sales Tax Report dated July 15, 2025 from the Herkimer County Treasurer.
- B. A letter dated July 28, 2025 from Anni Balbian, Assistant Engineer Bureau of Water Supply Protection, concerning the NYS Department of Health Approval for McKennan Road Enhancement Project.

Supervisor Frank stated this is the permit to go out to bid with conditions for McKennan Road. Our consultant engineer is working with the Department of Health regarding these conditions and we should be going out to bid in the fall. This project will start construction at the end of this year or next year.

- C. A letter from Jim DiFerdinando, Senior Manager – Property Tax for Lumen concerning a change of address for Genuity Solutions.
- D. A letter from Jim DiFerdinando, Senior Manager – Property Tax for Lumen concerning a change of address for WiTel Communications, LLC.

CARRIED AYES ALL

07) **Routing**

08) **Resolutions and Transfers**

09) Old Business.

Water Districts: Supervisor Frank stated he has a meeting Wednesday morning with Matt Spisak to look at the water billing for East Herkimer. Matt and I are going to determine an average amount we pay for the water bills each quarter and pay the average for before the next bill comes out to avoid any late fees for the last two quarters. We have already paid 36,000 of the average amount and we will need to pay the rest of the average amount. We will be setting up a meeting with the Village to discuss the leakage after the average bill is paid. Councilman Stalteri stated we need to let Ken know that leaks are a priority and are of high importance. Supervisor Frank stated he will speak with him.

Mckennan Road Enhancement Project: Supervisor Frank stated we gave an update earlier in the meeting.

West Herkimer Water: Supervisor Frank stated there is nothing new to report.

East Herkimer Sewer District: Supervisor Frank stated Bond Council will increase the bond to get up to the bid levels. Northern Borders works for the Department of State and I will be talking to the Department of State tomorrow. They are either going to extend the funding or ask us to reapply. Empire Development funding is good until next year and we will have to reapply if we do not use it by next year. USDA says yes we can borrow more money. We need to speak with bond council first.

East German Street Extension Emergency Road Repair Project: Supervisor Frank stated Highway Superintendent Ward is in the process of getting the fence repaired.

Codes: Codes Enforcer Collis stated he went to Sally Durkey home on East German Street Extension whom is neighbors with Bill Penree. Codes Enforcer Collis stated he did not see any no trespassing signs and the fence is not up yet because they are still working on the solar.

Landbank: Councilman Stalteri stated there is nothing new to report.

Subdivision Local Law: Tabled.

160 Pine Grove Road: Supervisor Frank stated the grant is being reviewed and is due on August 15. The architect firm gave a floor plan and description of the Butler Building as well as a floor plan for the rest of the building. Included in the grant is the repair of the roof and the plans are color coded by phases. The grant will include phase one, the conversion of the Butler Building to a community center and paving the parking lot. This project is just shy of 5 million dollars. Councilman Stalteri stated the HVAC is included in the plans. They did a really good job, they are writing grants for others that are applying and they said we are ahead of the others in terms of planning.

Town Park: Town Park Supervisor Nasypany stated community days went well, we would like to do it annually. Supervisor Frank stated Dan Rivers would like to be a part of the Town Park Committee. Shannon did a great job on the social media and everyone did a great job planning the event. Town Park Supervisor Nasypany stated we are looking to do a Halloween Event with stations along the path. We were going to reach out to businesses to see if they would like to set up a station and hand out candy. Councilman Stalteri stated we should reach out to residents, businesses, and coordinate with the East Herkimer Fire Department. This would get kids in a safer space for Halloween. We can reach out to the ARC, they do a haunted house and they have a lot of decorations that we may be able to borrow. Councilman Stalteri stated the tiles for the studio court are being replaced completely, they are grinding down the glue and replacing it. They will be replacing the tiles that are coming up in the Fitness Court. They do not want the old tiles; they will use the best tiles to replace the Fitness Court. Supervisor Frank asked is there any value to the old tiles? Councilman Stalteri stated we will have to look at them. Supervisor Frank stated the installer indicted that there was missing products. Councilman Stalteri stated the glue and some tiles were missing, they are sending them on another truck. They were left at the freight carrier and should be there tomorrow. Did you get the keys to the shed? Town Park Supervisor Nasypany stated Ken Ward has the keys. Councilman Stalteri stated he should be getting 4 or 5 keys made from the company. I reached out to John Martin regarding finishing the shed now that school is starting up again. We are on the electricians list to put in the outlets and the lights. Supervisor Frank asked does the Ferris Lawnmower fit in the shed with the side by side? Town Park Supervisor Nasypany stated it is not in there but the side by side took up less than half. Supervisor Frank stated will there be a softball side and a town side in the shed? Councilman Stalteri stated softball can be on the shelves in the shed once they are built. There is no divider between the town and softball.

Councilman Carbone asked are the nets up? Councilman Stalteri stated yes they are, the Herkimer

Originals brought up red, white and blue ones. Supervisor Frank stated he had his class reunion over the weekend and his class had a great time playing pickle ball at the Town Park.

Updating the Zoning Ordinance: Tabled.

Signs entering Town: Tabled

Friends of Town of Herkimer/Not for Profit: Supervisor Frank stated he is going to ask Attorney Bray to draft up information for a nonprofit for the town park for events. Two member of the board can be on the nonprofit and we will need to form a committee.

Public Safety: Supervisor Frank stated there is nothing new to report.

Amplion Community Solar Agreement: Tabled.

Veterans Banners: Supervisor Frank stated there is nothing new to report.

10) New Business.

Supervisor Frank stated the we need a committee to convert the street lights to LED. The committee will need to pick the lamps and the wattage of the bulbs. Highway Superintendent Ward will be on the committee. Councilman Stalteri stated he will be on the committee. Councilman Carbone stated he will be on the committee as well. Supervisor Frank stated Kristie, our National Grid rep is willing to do a zoom. Supervisor Frank stated let the minutes reflect that Councilman Carbone and Councilman Stalteri will be on the committee to convert the street lights to the LED lights.

11) Reports.

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the LED Conversion of Street Lights Report.

CARRIED AYES ALL

Supervisor Frank stated this is for Bond Counsel to sign off and take care of the IRS Inquiry.

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Town of Herkimer’s Bond Counsel Declaration of Power of Attorney regarding the IRS inquiry.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilwoman DeCarlo to accept and place on file the Fully Executed Contract with Barton and Loguidice for grant services for 160 Pine Grove Road.

CARRIED AYES ALL.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept and place on file the June 2025 Bank Reconciliation from Budget Officer Baylor

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Town of Herkimer Sales Tax Report.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Emergency Orders dated 7/25, 7/30, and 8/4 for East German Street Extension

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept and place on file the Revenue and Expense Report dated August 4, 2025.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Trial Balance Report dated August 4, 2025.

CARRIED AYES ALL

11) Audit

Councilman Stalteri recused himself from the Hummel's Office Plus Bill.

Motion by Councilman Carbone, seconded by Councilwoman DeCarlo to accept, place on file and approve the audit dated August 4, 2025.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilwoman DeCarlo to go into executive session for a legal matter and a personnel matter.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilwoman DeCarlo from to adjourn from executive session and resume the regular meeting of the Town Board with no decisions made in executive session.

CARRIED AYES ALL

12) Adjourn.

Motion by Councilman Kast, seconded by Councilman Stalteri, that the Regular Meeting of the Herkimer Town Board be adjourned until the next Regular Meeting to be held on Monday August 18, 2025 at 6:00PM.

CARRIED AYES ALL

Krystal Moore, Herkimer Town Clerk