

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, August 18, 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
 Attorney-----Christopher Bray
 Highway Supt.-----Ken Ward

Excused: Councilman-----Vito Carbone
 Codes Enforcer-----Ken Collis
 Town Park Supervisor-----Kathi Nasypany
 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 Stalteri, seconded by Councilwoman DeCarlo, to accept and place on file the minutes of the previous regular meeting held on August 4, 2025 as written.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo, to accept and place on file the minutes of the previous special meeting held on August 11, 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 Councilwoman DeCarlo, seconded by Councilman Stalteri to close the public meeting.

CARRIED AYES ALL

06) **Petitions and Communications.**
Motion by Councilman Stalteri, seconded by Councilman Kast, to accept and place on file all the petition and communication A through I listed below.

A. A letter dated July 28, 2025 from National Grid concerning terminated services for 834 Shells Bush Road in Herkimer.

Supervisor Frank stated there is a property on Shells Bush Road that is not paying their National Grid bill.

B. A letter dated August 5, 2025 from Charter Communications concerning Spectrum TV adding to channel lineups.

C. A memorandum dated August 5, 2025 from the Oneida-Herkimer County Waste Authority concerning the Regional Demolition Program

D. A letter dated August 11, 2025 from Peter A. Baynes, NYMIR Executive Director concerning the NYMIR 2024 Annual Report

E. A letter dated August 12, 2025 from National Grid concerning a termination of services for 834 Shells Bush Road.

- F. A letter dated August 14, 2025 from Supervisor Frank to Robert Rodriguez, President/CEO of Dormitory Authority of New York State concerning NY BRICKS Grant Program
 - G. A letter from the Herkimer County Marine Corps League concerning USMC Scholarship Fund
 - H. A letter dated August 17, 2025 from Steve Billings, Personnel Officer, to Supervisor Frank concerning the 2026 Workers' Comp Budget Figures.
 - I. An invite from the Herkimer College for a meet and greet with President Terri Grates Day
- Supervisor Frank stated he will be attending the meet and greet with the new president, he will call and ask if others are able to attend.

CARRIED AYES ALL

07) Routing

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the NYMIR 2024 Annual Report

CARRIED AYES ALL

08) Resolutions

09) Old Business.

Water Districts: Highway Superintendent Ward stated the house near the Russian church in East Herkimer wanted a separate station from the church. They paid Jodi the fees already. The East Herkimer Fire Department wants to use water, do you want me to do a reading and give them a bill? Supervisor Frank stated their minimum bill is okay. Councilman Kast stated is Darwin Putnam doing it? Highway Superintendent Ward stated yes, they are doing it tomorrow. Supervisor Frank asked is the water turned off from the building? Highway Superintendent Water stated yes it is. Supervisor Frank stated do the commercial accounts look good? Highway Superintendent Ward stated yes I thought they looked good.

Mckennan Road Enhancement Project: Supervisor Frank stated we will be going out to bid. Our consultant engineer is looking over the conditions to make sure we are complying with all the conditions. There are a couple residents that I want to make sure are in. The county needs to have all the parcels that are going, they had several properties that need to be cross referenced with my final spreadsheet. The parcels that do not have enough to build on will need to still pay an amount which we will figure out.

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

East Herkimer Sewer District: Supervisor Frank stated our consultant engineer and I are working on the WIIA Grant, it is due between September 4-6 and we will have it done by September 2.

Northern Borders is due at the end of September and they are saying that we need to reapply. Supervisor Frank stated he took a seminar for a pre application, our Rep. Kyle said the we may need to do a pre application, he is on vacation this week and will let me know more when he is back.

East German Street Extension Emergency Road Repair Project: Highway Superintendent Ward stated he will be paving the dirt road before the winter as it is hard to plow.

Codes: Supervisor Frank stated there is nothing to report, Codes Enforcer Collis is not here.

Landbank: Councilman Stalteri stated there has been cars parked, it looks like they are working on construction. Supervisor Frank asked did the person that was in there leave? Councilman Stalteri stated that he was arrested and given a citation, a dog and cat were left inside. DCO Dutton came and got both the dog and the cat, he will not be allowed in there again.

Subdivision Local Law: Tabled.

160 Pine Grove Road: Supervisor Frank stated we submitted a grant last Friday. The Village of Ilion and the City of Utica got the money for the MRP Grant. We have not received notice yet but it looks like we were denied for the grant for the handicap bathroom, redoing the softball field and other updates to the park.

Town Park: Supervisor Frank stated Town Park Supervisor Nasypany is not here but she left a report for the Town Park which you will see under reports. Councilman Stalteri stated the tiles were replaced on the fitness court and new tiles are on the studio court. The tiles on the fitness court were the tiles in the best condition from the studio court, they gave cleaning instructions for the

tiles and recommended a special cleaner. Highway Superintendent Ward stated there is 268 tiles left in total on pallets and there are also some border pieces. Supervisor Frank stated can we sell, auction or reuse them? Highway Superintendent Ward stated they look good to me; we could take pictures of them and put them on auction international. The tiles would have to be auctioned in bulk. Councilman Stalteri stated we could do lots of 10. Highway Superintendent Ward stated we will separate the tiles and give them a lot number, whatever is in the lot is what they get. Councilman Stalteri stated Ben, our summer program worker was done last week, he did not use up all his hours. He asked the youth bureau if he could finish his hours even though the program was over but they would not allow him to finish them as the program was over. He did a great job and we hope to see him next year.

Updating the Zoning Ordinance: Tabled.

Signs entering Town: Tabled

Friends of Town of Herkimer/Not for Profit: Tabled.

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

Ampion Community Solar Agreement: Tabled.

Veterans Banners: Highway Superintendent Ward stated there are seven banners being made that will need to be put up but he is not sure when they will be in.

LED Street Light Conversion: Councilman Stalteri stated we had a meeting to discuss the conversion. We sent an email to National Grid regarding some questions that we had, we have not received a response yet. We were not sure of some of the codes that were given, we are looking to have higher lumen on the highways and lower in residential areas. There is 100, 200 and 400 options, 400 would be off ramps, Route 5 entering East Herkimer would be 200 and residential areas would be 100. Supervisor Frank asked can we find out what the lumens are on Main Road that were replaced? Highway Superintendent Ward stated yes I can call.

10) **New Business.**

Supervisor Frank stated being routed is the NY BRICKS Grant Application that was submitted.

Motion by Councilman Stalteri, seconded by Councilman Kast to accept and place on file the Town of Herkimer NY Bricks Application and Supplemental Documents.

CARRIED AYES ALL

Supervisor Frank stated Highway Superintendent Ward reported on the East Herkimer Fire Department House Demo earlier in the meeting, let the minutes reflect the board will waive any fees for the water.

11) **Reports.**

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to accept and place on file the email from Town Park Supervisor Naspany regarding the Town Park.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the Town of Herkimer's NYMIR Cyber Security Survey Renewal Application.

CARRIED AYES ALL

Supervisor Frank stated everything was completed with the exception of the bleachers. We need to get them fixed or get rid of them. Councilman Stalteri stated we were hoping the grant would help pay for them, we should get rid of them and in the meantime put caution tape along the front of them.

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file Town of Herkimer's NYMIR 2025-2026 Risk Assessment Response.

CARRIED AYES ALL.

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file Homeland Security and Emergency Services Single Audit Certification Form 2024.

CARRIED AYES ALL

Supervisor Frank stated the NYMIR questions were about how we held checks such as blank checks, handwritten checks, etc.

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the NYMIR Crime and Fidelity Questionnaire.

CARRIED AYES ALL

Attorney Bray stated he will be writing a letter to PureSky Energy regarding replenishing the Escrow Account and copying NYSERTA as they have other projects in the state. Wladis was in support of me sending this out.

Motion by Councilman Kast, Councilwoman DeCarlo to accept and place on file the Wladis Law Firm Invoice for PureSky Energy.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the July 2025 Town Clerk's Monthly Report from Clerk Moore.

CARRIED AYES ALL

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to accept and place on file the June 2025 Cash Report from Supervisor Frank

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilman Kast to accept and place on file the Fully Executed Agreement with the Village of Herkimer for support of the Municipal Pool Program 2025.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the WIIA and IMG Signature & Certification Form.

CARRIED AYES ALL

Supervisor Frank stated the WIIA Grant is administered by the Environmental Facilities Corporation.

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the Environmental Facilities Corporation Certification Form for the Revolving Fund Grant.

CARRIED AYES ALL

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to accept and place on file the July 2025 Court Reports from Justice Manne and Justice Petucci.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the Emergency Orders dated 8/9, and 8/14 for East German Street Extension

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilman Kast to accept and place on file the Revenue and Expense Report dated August 18, 2025.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilman Kast to accept and place on file the Trial Balance Report dated August 18, 2025.

CARRIED AYES ALL

Supervisor Frank stated he will be on medical leave from September 8 to September 19. Deputy Supervisor Stalteri will run the September 15th meeting and maybe the first meeting in October. He will also be doing payroll.

Supervisor Frank stated the budget is due in November. Marcia will be emailing Highway Superintendent Ward, Clerk Moore, Receiver of Taxes Rivers and the Justices regarding their portion of the budget. The Union 2026 increase is 3%. I will have the salary schedules, insurance, BAN schedule for the tentative budget by the end of September and the first meeting in October.

11) Purchase Orders and Audit

Supervisor Frank stated the two purchase orders come out of the court contractual and they have enough money in their account.

Motion by Councilman Stalteri, seconded by Councilwoman DeCarlo to approve, accept and place on file the purchase order from Justice Petucci for the NYSMA Conference/Training.

CARRIED AYES ALL

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to approve, accept and place on file the purchase order from Justice Manne for the NYSMA Conference/Training.

CARRIED AYES ALL

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to accept, place on file and approve the audit dated August 18, 2025.

CARRIED AYES ALL

Motion by Councilwoman DeCarlo, seconded by Councilman Stalteri to go into executive session for a litigation matter.

CARRIED AYES ALL

Motion by Councilman Kast, 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 Tuesday September 2, 2025 at 6:00PM.

CARRIED AYES ALL

Krystal Moore, Herkimer Town Clerk