

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, March 1, 2021, at 6:00PM telephonically and virtually.

02) Roll Call of Officers

Present: Supervisor-----Dominic Frank
 Councilwoman-----Kathy Penree
 Councilman-----Daniel Stalteri
 Councilman-----Vito Carbone
 Councilman-----Randy Kast
 Attorney-----Christopher Bray
 Codes Enforcer-----Ken Collis

Excused: Highway Supt.-----David McManus
 Deputy Attorney-----Kyle Crandall

03) **Pledge of Allegiance to the Flag.**
Supervisor Frank led us in the Pledge of Allegiance to the Flag.

04) **Reading of the Minutes.**
Motion by Councilwoman Penree seconded by Councilman Carbone, to accept and place on file the minutes of the previous Special Meeting held on February 12, 2021 as written.

CARRIED AYES ALL

Motion by Councilwoman Penree seconded by Councilman Stalteri, to accept and place on file the minutes of the previous Regular Meeting held on February 16, 2021 as written.

CARRIED AYES ALL

05) **Public Meeting.**
Supervisor Frank stated anyone from the public who would like to speak during our public meeting to please state your name, address and tell us why you are here.
No one from the public wished to speak.

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

CARRIED AYES ALL

06) **Petitions and Communications.**
Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file all the petitions and communications 6A and B listed below.

- A.) A letter received February 24, 2021 from the Village of Herkimer concerning a general public education notice concerning lead in the drinking water.
 - B.) An email dated February 25, 2021 from NYSEEDA Clean Energy Communities Coordinator for the Mohawk Valley Economic Development District, Amanda Kaier, concerning available grants.
- CARRIED AYES ALL

07) Routing.

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Herkimer County Soil & Water Conservation District 2020 Annual Report.

CARRIED AYE

08) Resolutions.

09) Old Business.

Water District:

Mckennan Road Enhancement Project: Supervisor Frank stated we anticipate to have the soil borings completed shortly. Supervisor Frank also stated he has not had any luck contacting the

owners of the property location for the location of the pump. Attorney Bray will work to set up a meeting with them.

Supervisor Frank asked Attorney Bray his opinion of who to hire for bond council? Attorney Bray stated we will further discuss this in executive session. He stated there were two quotes; one was simple with a max cost listed and the second we would have more control. He would like to table it until our next meeting.

West Herkimer Water: Supervisor Frank stated it seems we had a good response for the income surveys that were sent out to determine the eligibility to apply for the CBDG. He stated Clerk DeMetro and himself have worked to process some of the paperwork needed for the grant application.

East Herkimer Sewer District: Supervisor Frank stated this is projected to be completed in August of 2022. Due to changes in plans in efforts to save money and handle the SHIPO concerns this process has been delayed. They are expecting construction to begin this fall. We are still in need of easements in order to move forward with the project. The funding from the State is good until December 31, 2022, but the funding from the Northern Boarder Commission is only good until September 31, 2021 so we will need to ask for an extension. He also stated we need the easements to complete the notice to proceed. Attorney Bray stated we can approach the land owners for the easement but as for the school district we would have to go through the school board. He will put something together to present to the land owners and the school.

Codes: Codes Enforcer Collis stated the owners of the barn near Kast Bridge is starting to take it down. He advised the owner to come in and get demolition permit. He also stated there is a tenant who use to live at 187 Main Road, who he has asked repeated to move an unlicensed car off the road but the owner of the vehicle has failed to do so. He even asked a trooper he saw to please ask him to move it and/or ticket it as well but the trooper did not do anything. Councilman Stalteri asked if there were any plates on the vehicle? Collis replied stating no there is not. The tenant has since moved out, so Mr. Collis is asking for advice on how to proceed. Councilman Stalteri asked him to follow-up with our property maintenance local law.

SunEast Solar Project: Supervisor Frank stated he has not heard anything regarding this.

Landbank: Supervisor Frank asked is there has been any movement for the purchase of the property on Main Road? Attorney Bray stated he spoke with the Landbanks Attorney and he believes we have received everything we need to proceed. He expects the closing to be in the next week or two.

Supervisor Frank stated in regards to the Zombie Grant, we are waiting on the second deposit from the funding source. He stated the Landbank had billed us for more than we had received so we paid them what we had and then will pay them the rest once the second payment is received. The new quarterback will be starting within the next few weeks as well.

Subdivision Local Law: Tabled.

10) New Business.

Foil Request: Clerk DeMetro stated relative to the previous request made, he had wanted more detailed information and has since provided it to him.

Clerk DeMetro stated she would like to appoint Danielle Beach as her deputy town clerk and deputy registrar of vital statistics. She asked to have her start March 15, 2021 so she will have time to train her before maternity leave. Supervisor Frank stated he has reviewed her resume and that Ms. Beach comes highly recommended from our Receiver of Taxes. The board agreed.

11) Reports.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept and place on file the Water Meeting Minutes dated February 17, 2021.

Councilman Stalteri asked if there have been any further conversations about locating the maps for all of our water lines so we will be able to know what needs to be replaced. Supervisor Frank stated this has been discussed in the past and he will follow-up with David McManus and Ken Ward at the next water meeting. Supervisor Frank stated relative to maps of lines, we need to verify the plans and where the lines are for the East Herkimer sewer district.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Kast to accept and place on file the Report of the History of Commercial Water Customer for the East Herkimer Water District. Councilman Kast asked if our highway garage is paying a water bill? Supervisor Frank stated this is the first billing we have done for them and was for roughly 1,600 gallons a day due to all the washing of the trucks. They anticipate it being much less in the Spring. Councilman Kast stated this is good and is what is best for the people of the district.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the East Herkimer Sewer District Project Manual, Drawings, Proposed Schedule & Summary of Work. Supervisor Frank stated we need to review the plans and list out any questions we may have before we pass the final Map, Plan and Report. He will review them with David McManus and Ken Ward. He also stated the schedule was a bit disappointing but the survey took some time and we also ran into some SEQR issues.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Kast to accept and place on file the Bank Reconciliation Report for January, 2021.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Carbone to accept and place on file the Town Clerks Report for February, 2021.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Trial Balance Report dated February 26, 2021.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the Revenue and Expense Report dated February 26, 2021.

CARRIED AYES ALL

Supervisor Frank would like to report that we have a purchase offer for the property on Arthur Street that has been sent to the owner.

1.1) Purchase orders and Audit.

Supervisor Frank stated he had asked Highway Supt. McManus some questions the board had regarding the last purchase order request and he is still waiting for the answers.

Motion by Councilman Stalteri, seconded by Councilman Kast to accept and place on file the Audit dated February 28, 2021.

Councilman Stalteri recused himself from the Hummel's bill. Councilman Stalteri asked if the bill for Theodore Borek was towards the allotment for uniforms. Supervisor Frank replied stating yes, it is.

CARRIED AYES ALL

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

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 Carbone, 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, March 15, 2021 at 6:00PM. The next meeting is scheduled as a virtual and telephonically meeting.

CARRIED AYES ALL

Jennifer M. DeMetro, Herkimer Town Clerk