

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, January 19, 2026, 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
Councilman-----Vito Carbone
Councilman-----Daniel Stalteri
Councilman-----Randy Kast
Councilwoman-----Kathleen DeCarlo (Via Zoom)
Highway Supt.-----Ken Ward
Attorney-----Christopher Bray
Town Park Supervisor-----Kathi Nasypany

Excused: Codes Enforcer-----Ken Collis
Deputy Attorney-----Joseph Macri
Dog Control Officer-----Erica Dunton

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

04) **Reading of the Minutes.**
Motion by Councilman Stalteri, seconded by Councilman Carbone, to accept and place on file the minutes of the previous organizational meeting held on January 5, 2025 and the special meeting held on January 9, 2026 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, address and why you are here. With no one in the public in attendance.
Motion by Councilman Stalteri, seconded by Councilman Carbone to close the public meeting.
CARRIED AYES ALL

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

- A. Request for Proposal (RFP) for Purchase and Rehabilitation of Land Bank Properties dated January 9, 2026 from the Herkimer County Land bank
- B. A letter dated January 6, 2026 from the Oneida-Herkimer County Waste Authority regarding their adopted 2026 budget and rate schedule.
- C. A letter dated January 9, 2026 from Charter Communications regarding an upcoming change.
- D. A Certificate of Liability Insurance from Nagle Athletic Surfaces Inc
- E. A Certificate of Liability Insurance from AstroTurf Corporation
- F. A letter dated January 2026 from Harriet Tubman Underground Railroad Proposed Byway
- G. A letter dated January 14, 2026 from the Mohawk Valley Water Authority regarding the Eastern MV Transmission Project

Supervisor Frank stated this is for the West Herkimer Water from the Mohawk Valley Water Authority regarding the situation they find themselves in. The Mayor of Ilion stated there should be a meeting to discuss this. I called Mr. Tangorra and he stated that it is up to the municipalities. The County has not been leading, the Villages are the ones who are interested, hopefully there will be a meeting held to discuss the status.
CARRIED AYES ALL

07) Routing.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept and place on file the MVEDD Overview/Annual Report.

CARRIED AYES ALL

08) Resolutions.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept, place on file and approve the 2025 Transfers.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept, place on file and approve the 2026 Transfers.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept, place on file and approve Resolution No. 5 of 2026 – Fixed Salary Resolution- Town of Herkimer Salaries/Salary Schedule Attached.

CARRIED AYES ALL

Attorney Bray stated the project is trying to dedicate a highway to Harriet Tubman on Route 5. Since this runs through Herkimer the resolution is to support and approve the Highway being dedication.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept, place on file and approve Resolution No. 8 of 2026- Harriet Tubman Underground Railroad Proposed New York Byway.

CARRIED AYES ALL

09) Old Business.

Water Districts: Highway Superintendent Ward stated we are going to be reading meters at the end of this month.

McKenna Road Enhancement Project: Supervisor Frank stated we are going to meet with EFC to see if we need any more paper requirements. The nature of how the district was formed, there is no debt for the residents thus far, EFC wants to know how much debt they would have. There is No Census Data, there will need to be a survey done. In new business there is a company who will do it for free.

West Herkimer Water: Supervisor Frank we spoke about this earlier in the meeting.
East Herkimer Sewer District: Supervisor Frank stated funding has passed both Congress and the Senate, it is now waiting to be signed by Trump. We will have to borrow less money than before. We are going to reaching out to NYS Empire Development to extend the funding. I am crafting a letter with our consultant asking to extend to 2027. We are looking at 2027, if we do not get that money we can still get the USDA Money. We applied to the County for \$500,000. Our project was denied, I made an appeal. The other project was given the grant. Deputy Supervisor Stalteri stated the other project was a municipal pool, our project supports manufacturing, recreation, elderly, and education which all tie into infrastructure. The grant is for infrastructure, there are seven members and three were absent from the meeting. From my understanding, if they are absent it is counted as a no vote. Hopefully they can write the course on it. It is very important that we get the cost down as low as possible so that residents can tap in at an affordable rate. As of right now it is not an affordable rate. Supervisor Frank stated they voted for our project first, there was three members absent which counted as no votes. They voted on the other project after. Deputy Supervisor Stalteri stated it sounds like there was some confusion. I am not against another municipality putting in for a project but ours supports manufacturing, education, elderly and recreation. Valley Health cannot move forward with their expansion without this.
East German Street Extension Emergency Road Repair Project: Supervisor Frank stated we were awarded the grant for \$800,000 to buy the homes.

Codes: Supervisor Frank stated there is nothing new to report as Codes Enforcer Collis is not in attendance.

Landbank: Deputy Supervisor Stateri stated they are inside working.

Subdivision Local Law: Tabled.

160 Pine Grove Road: Supervisor Frank stated at the special meeting we approved engineering to do a traffic study. We need a history of vehicle accidents. I spoke with Sheriff Scherer and he is confident he can get that. I asked him for Pine Grove Road, Main Road and Gros Blvd. We need photos of 160 Pine Grove Road for Hartgen. Deputy Supervisor Stateri stated the floor is full of ice, we are getting water. The ice is pretty thick on the stairs, the offices are probably full of ice and water. I did not see anything caving in on the roof. The window had a water bottle throw through it, the Highway boarded it up. The gym and the building are bone dry. Supervisor Frank stated the funding for the Dormitory Authority of New York State wants a more defined site plan. March Associates said last week he will get it done shortly.

Town Park: Town Park Supervisor Nasypany stated we have a meeting tomorrow at 11:00 AM to start planning the Community Days and Wellness Fair. Deputy Supervisor stated we should display what will be happening with the grant. Supervisor Frank stated we have a meeting with the community foundation this month, it is a great that they are interested in helping.

Updating Zoning Ordinance: Tabled.

Signs entering Town: Tabled.

Friends of Town of Herkimer/Not for Profit: Attorney Bray asked is this municipal related or a not for profit to support the park? Supervisor Frank stated as a town we cannot fundraise but a not for profit can. Attorney Bray stated I will look into it; we may be able to fundraise. I will get more information, I want to reach out to German Flatts and see what they have going, what the pros and cons are. Deputy Supervisor Stateri asked what about the community foundation? Supervisor Frank stated you can start a mini foundation with in the foundation. They manage your money and invest your money. Attorney Bray stated the down side is that the Town does not get to decide where the money goes. Supervisor Frank stated we did fundraising for the fireworks; it is worth looking into if we can fundraise or if we need a not for profit.

Public Safety: Councilman Carbone stated that there is nothing new to report.

Ampion Community Solar Agreement: Tabled.

Veterans Banners: Highway Superintendent Ward stated there is nothing new to report.

LED Street Light Conversion: Highway Superintendent Ward stated he has not heard anything.

Deputy Supervisor Stateri stated if you report that one needs to be fixed on the app they have been changing those ones to LED.

Charging Stations: Supervisor Frank stated there is nothing new to report.

Village Court: Supervisor Frank stated we haven't heard back about the JCAP grant. The other grant we were looking into needs two municipalities to qualify. Deputy Supervisor Stateri stated I am getting worried about getting up and running for July. Is the Tenant out? Supervisor Frank stated they paid January and will probably pay February. They know they have to be out by March 30. Deputy Supervisor Stateri stated should we have our engineer start getting the bid package ready that way we can bid out; it is coming up fast. Supervisor Frank stated he will contact the engineer and let him know.

Osborne Hill Road Culvert + Shells Bush Road Bridge: Supervisor Frank stated for both Osborne Hill Road and Shells Bush Road, there is not enough money for either. DOT wants us to get it to a point of design and see if the money is there.

Annual Policies to review: Supervisor Frank stated that the policies will be reviewed by the Town Board, the second meeting in February.

10) **New Business.**

Supervisor Frank stated this is going to help us determine if we meet the requirements for the National Registry. I am not fully sure what we would need to do or what we would need to keep. It may not be what we decided to do. This just determines our eligibility.

Motion by Councilman Carbone, seconded by Councilman Stateri to accept, place on file and approve the Hartgen Archeological Services proposal to submit to NYS SHPO for eligibility determination of the two story building at 160 Pine Grove Road.

CARRIED AYES ALL

Supervisor Frank stated we are crafting a letter with our consultant. They are all grant funded and it cost nothing to the Town other than postage. They study our water and sewer rates. They send out a survey, if they are not getting any back then we will go door to door. They will compile the data for us.

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept, place on file and approve an Agreement with Rural Community Assistance Partnership (RCAP) to perform income survey within the Mckennan Road Water District #3.

CARRIED AYES ALL

Supervisor Frank stated this is for the park grant for 2026. Deputy Supervisor Stalteri stated this is similar to the grant we applied for last year that we did not get. We had a team's meeting with Barton and Loguidice. We felt we needed more presentation to make the project come alive. Dominic has drone footage of the park; we can use that to give a better visual of what we are doing. We need to do itemized estimates instead of a lump sum. Instead of calling it a softball field, it is going to be a multifunctional field for example the ARC has used it for kickball, it can be used for softball, soccer, kickball, etc. We want the field to be used all the time.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept, place on file and approve the Barton and Loguidice proposal grant writing for the Park Grant 2026.

CARRIED AYES ALL

Supervisor Frank stated they are asking us to confirm the agreement that was discussed at the meeting. The agreement was to split the difference for the water leak and we do a temporary fix to Oberle Road. We also said we would help them move the water line when the time comes. This allows for me to confirm and write a letter.

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept, place on file, and confirm the agreement with the Village of Herkimer and write a letter.

CARRIED AYES ALL

Supervisor Frank stated this is an acceptance form for the grant to buy the three homes on East German Street Extension. Do we agree to go ahead with the grant for the three homes? Councilman Kast asked what if a resident does not want to sale? Attorney Bray stated we can place them on notice. It is there property; they do not have to sell. The Town may be able to make an argue that we cannot provide services. Highway Superintendent Ward stated if there is a water main break it would be pricy and hard to fix. Councilman Stalteri stated I believe the home owners were asked to sign something asking if they wanted to sell the home. My biggest fear is if we do not take the money then we may never get it again. Highway Superintendent Ward asked can we abandon that section of the road and not be liable for it? Attorney Bray stated I think we should take the grant; we can always give it back. We can start negotiations and I will look into what we can do if they do not want to sell. Deputy Supervisor Stalteri stated there will not be a next home owner, this is the most they are going to get.

Councilman Carbone, seconded by Councilman Stalteri to accept, place on file and approve Supervisor Frank to complete the East German Street Ext. NYS Resilient Watershed Grant Award and Acceptance letter.

CARRIED AYES ALL

Reports.

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the 2025 Annual Report of the former Herkimer County Self-Insured Worker' Compensation Plan.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file Q1 2026MWB E Report for Mckennan Road Enhancement Water Project #17422

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Executed Copy of the traffic study for Pine Grove Road

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Town Clerk's Annual Report for 2025 from Clerk Moore.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Department of Treasury Close out of the Town of Herkimer SLFRF funds for the Town Park Project.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the December 2025 Town Justice Reports from Justice Manne and Justice Petucci.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Emergency Order dated 1/6, 1/11, and 1/16 for East German Street Extension.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Emergency Order dated 1/7, 1/12, and 1/17 for Oberle Road.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Revenue and Expense Report dated January 19, 2026.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept and place on file the Trial Balance Report dated January 19, 2026.

CARRIED AYES ALL

Councilman Kast asked what is Shannon Costello's position? Supervisor Frank stated she is the Public Relations Consultant. She was volunteer for us for a year and a half and will now be contractual, she will be helping promote events for the Town Park, help plan events, manage social media, graphic design, etc. Deputy Supervisor Stalteri asked what is the total amount a month? Supervisor Frank stated 700 a month. Councilman Carbone asked does Kathi do promote events for the Town Park? Deputy Supervisor Stalteri stated no she does not do promoting. Did you do her contract? Supervisor Frank stated yes. Councilman Kast asked does she do any work for other municipalities? Supervisor Frank no, not that I know of. Deputy Supervisor Stalteri stated she can help with the community center and get the word out about the park.

Motion by Councilman Stalteri, seconded by Councilman Carbone to appoint Shannon Costello as the Public Relations Consultant.

CARRIED AYES ALL

11) Audit.

Motion by Councilman Stalteri, seconded by Councilman Carbone to accept, place on file and approve the 2025 Audit dated January 19, 2026.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Councilman Stalteri to accept, place on file and approve the 2026 Audit dated January 19, 2026.

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, February 2, 2026 at 6:00PM.

CARRIED AYES ALL

Krystal Moore, Herkimer Town Clerk.