

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, March 16, 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  
Deputy Supervisor -----Daniel Stalteri  
Councilman-----Vito Carbone  
Councilman-----Randy Kast  
Councilwoman-----Kathleen DeCarlo  
Highway Supt.-----Ken Ward  
Attorney-----Christopher Bray  
Codes Enforcer-----Ken Collis  
Town Park Supervisor-----Kathi Nasypany

Excused: Deputy Attorney-----Joseph Macri  
Dog Control Officer-----Erica Dunton  
Public Relations Consultant---Shannon Costello

03) **Pledge of Allegiance to the Flag.**  
Councilwoman DeCarlo led us in the Pledge of Allegiance to the Flag.

04) **Reading of the Minutes.**  
Motion by Deputy Supervisor Stalteri, seconded by Councilwoman DeCarlo, to accept and place on file the minutes of the previous regular meeting held on March 2, 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. No one from the public in attendance.

Motion by Deputy Supervisor Stalteri, seconded by Councilman Carbone to close the public meeting.

CARRIED AYES ALL

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

- A. A letter dated January 3, 2026 from Craig S. Reed, Chief Financial Officer regarding an increase of fraudulent activity.
- B. An email dated February 25, 2026 from Allison Madmourné, Regional Director for Mohawk Valley Region regarding the East Herkimer Sewer Project
- C. A notice dated February 27, 2026 from Dryden Mutual Insurance Co. regarding a collation of insurance for William Ray.
- D. A letter dated March 4, 2026 from Supervisor Frank to the Hon. Charles E. Schumer regarding the Eastern Mohawk Valley Regional Water Transmission Main.
- E. A letter dated March 6, 2026 from Jennifer Geraghty from Hartgen Archeological Associates to Tamara Pilson, Historic Preservation Specialist regarding the Evaluation of Eligibility for East Herkimer School.

Supervisor Frank stated we received a letter stating that 160 Pine Grove Road is eligible. The next step would be to determine if we would like to be on the registry. Being on the registry would give us more grant opportunities but it will also give us restrictions on what we can do to the exterior and some of the interior. We would have some protection what can be done around the building. 160 would be preserved as a school. Deputy Supervisor Stalteri stated the ability to have protections would be good as ELG Utica Alloys

subdivided their property on Pine Grove Road, it would benefit us to have more of a say what can be done. They do have restrictions for example if we need to replace the windows, they can have a say in what windows we can use which may cost a little more. Councilman Kast asked if it is preserved as a school, is that the only use we can use it for? Supervisor Frank stated no, we can use it or sell it for what we would like.

Motion by Councilman Kast, seconded by Deputy Supervisor Stalteri to move forward with the National Historic Preservation of 160 Pine Grove Road.

CARRIED AYES ALL

- F. A letter dated March 10, 2026 from Pro-Housing Program Team to Supervisor Frank regarding the New York State Homes and Community Renewal's Pro Housing Program.
- G. An email dated March 11, 2026 from Steve Smith, Manager, to Codes Enforcer Collis regarding the HCCC Solar.
- H. An email dated March 11, 2026 from Steve Smith, Manager, to Codes Enforcer Collis regarding the HCCC Solar.

Codes Enforcer Collis stated I had some emails with HCCC Solar regarding the trees. I issued a Temporary Certificate of Occupancy today. Deputy Supervisor Stalteri stated did they meet the submission plan? Codes Enforcer Collis stated yes it looks like it. Councilman Kast stated I thought we requested a plan? Codes Enforcer Collis stated we did; I will get you a copy of it.

- I. A letter dated March 13, 2026 from Charter Communications regarding an upcoming charge.
- J. A letter dated March 14, 2026 from Katherine Ramirez, KZ Multiservices LLC to the Village of Herkimer regarding an Application for Restaurant Wine License.
- K. A notice from the Department of Environmental Conservation regarding the Advance Clean Trucks (ACT) Rule in 2021.

CARRIED AYES ALL

Councilwoman DeCarlo stated I reached out to some people who I thought would be interested in having the college students help, I have not received a response yet. I am still working on looking for opportunities for the 60 years of services program.

#### 07) Routing.

#### 08) Resolutions.

Attorney Bray stated Codes Enforcer Collis notified him that the building code needs to be updated, we will have to do a resolution and hold a public hearing. I will work on that.

#### 09) Old Business.

Water Districts: Highway Superintendent Ward stated we had no water yesterday for a little bit due to a water main break in the village. It is fixed now, we went and helped the village.

McKennan Road Enhancement Project: Supervisor Frank stated all paper work was sent to EFC to review, the grant is underway.

West Herkimer Water: Supervisor Frank stated there will be a meeting held on March 31<sup>st</sup> for West Herkimer Water, the meeting will be held by the Mohawk Valley Water Authority.

East Herkimer Sewer District: Supervisor Frank stated I spoke with Legislature Malta and the City of Little Falls withdrew from the infrastructure grant. We would be able to reapply, I have the application ready and I will send it in tomorrow, the application is due April 1. We will know this month if we can apply for Northern Borders and if our pre application was approved.

East German Street Extension Emergency Road Repair Project: Supervisor Frank stated we submitted everything we needed to do the contracts.

Codes: Codes Enforcer Collis stated there is nothing new to report.

Landbank: Deputy Supervisor Stalteri stated they are still working.

Subdivision Local Law: Tabled.

160 Pine Grove Road: Supervisor Frank stated we need to get a SEQRA and a site plan, we are working with the consultants.

Town Park: Town Park Supervisor Nasypany stated we will be meeting on Wednesday. We have vendors for the Wellness Fair and Demos scheduled for the fitness court/studio court. We will be having a car show in August for the Community Days.

Updating Zoning Ordinance: Tabled.

Signs entering Town: Tabled.

Friends of Town of Herkimer/Not for Profit: Attorney Bray stated he is stilling working on it.

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

Village Court: Supervisor Frank stated Deputy Supervisor Stalteri and I met with Justice Manne for a meeting. We are going to knock a hole into the wall to make a doorway, put in an intercom system and a flat screen to see what is going on in the court room from the waiting room. We spoke with the consultant about getting the documents to contractors. Deputy Supervisor Stalteri stated we will probably need a smaller contractor, we only need to open a hole up for a doorway and put a frame in. Justice Manne understood with the budget and not getting the full grant money that we wouldn't be able to do what we originally had planned. Councilwoman DeCarlo asked would we be able to utilize that space if the village wants the village court back? Deputy Supervisor Stalteri stated yes we can put the wall back up and get a tenant.

Osborne Hill Road Culvert + Shells Bush Road Bridge: Attorney Bray stated Jim wanted to talk with him about the easements, the property owners seem to be on board. We will talk next week.

Supervisor Frank asked regarding the property on Piper Road, did you speak with the county? Attorney Bray stated the property was purchased from a mortgage foreclosure, she is still responsible to pay the water and taxes. Supervisor Frank stated she bought the property in February 2025. Highway Superintendent Ward turned off the water. She owes the county; Codes Enforcer Collis is there an issue with this property for you? Codes Enforcer Collis stated it is not livable. Attorney Bray asked when was the water turned off? Highway Superintendent Ward stated it was turned off in 2025, squatters were living there and they turned it back, we had to go back in 2025 and turn the water off again.

#### 10) **New Business.**

Supervisor Frank stated there is no new business.

#### **Reports.**

Motion by Deputy Supervisor Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the February 2026 Monthly Town Clerk Report from Clerk Moore.

CARRIED AYES ALL

Motion by Deputy Supervisor Stalteri, seconded by Councilwoman DeCarlo to accept and place on file the February 2026 Monthly Town Justice Reports from Justice Manne and Justice Petucci.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Deputy Supervisor Stalteri to accept, and place on file the Uniform Code Administration and Enforcement Report 2025 from Codes Enforcer Collis.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Deputy Supervisor Stalteri to accept and place on file the 160 Pine Grove Road Evaluation.

CARRIED AYES ALL

Motion by Deputy Supervisor Stalteri, seconded by Councilman Carbone to accept and place on file the Emergency Order dated 3/7 and 3/12 for East German Street Extension.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Deputy Supervisor Frank to accept and place on file the Emergency Order dated 3/3, 3/8, and 3/13 for Oberle Road.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Deputy Supervisor Stalteri to accept and place on file the Revenue and Expense Report dated March 16, 2026.

CARRIED AYES ALL

Motion by Councilman Carbone, seconded by Deputy Supervisor Stalteri to accept and place on file the Trial Balance Report dated March 16, 2026.

CARRIED AYES ALL

Highway Superintendent Ward stated I had to do a report for the DEC for what was collected from Trash Days, it is all set our account is set up to report totals for next trash days.

Supervisor Frank stated I will be out of town tomorrow to next Tuesday. Deputy Supervisor Stalteri will be doing payroll and will be available while I am away. I will be back in office next Wednesday for a meeting with our consultant for the traffic study on Pine Grove Road/Main Road.

**11) Audit**

Motion by Councilman Kast, seconded by Councilwoman DeCarlo to accept, place on file and approve the Audit dated March 16, 2026.

CARRIED AYES ALL

**12) Adjourn.**

Motion by Councilman Kast, seconded by Councilman Carbone that the Regular Meeting of the Herkimer Town Board be adjourned until the next Regular Meeting to be held on Monday, April 6, 2026 at 6:00PM.

CARRIED AYES ALL

Krystal Moore, Herkimer Town Clerk