

Regular Meeting

Justin Smithson, Alexandra Tamburro, Mark Harris, James Caiola
Absent: Peg Maneen

The meeting was called to order at 6:30 p.m. following Roll Call and the Pledge of Allegiance.

In Attendance: Chris Lawton, Barton & Loguidice

Public: Mark Palumbo

CONSULTANTS:

Chris Lawton is appearing to update the Board on the Water Project. A handout with projected costs was reviewed (below).

Village of Frankfort Water Project Costs 2025

- Water Project= \$14,000,000
- Total Water Grants to Date= \$7.25M
- NYS CDBG Grant, June 2021 = \$1,250,000
- STAG Grant (Congressional Direct Spending), March 2022 = \$3,000,000
- NYS WIIA grant, April 2022 = \$3,000,000
- Hardship Determination (April 2022) → Interest-Free Financing on long-term loan (\$6.75M)
- **Water District Distribution = -\$252/ year (or \$21/mth) per EDU**
 - ▶ Regional Transmission Main= ~\$50 per year per EDU
 - ▶ Total Added User Costs= ~\$265 per year*
- ***Original Water District Distribution = \$278 per year per EDU**
 - ▶ **Regional Transmission Main = \$93 per year per EDU**
 - ▶ **Original Total Added User Cost= \$375 per year**

The Mayor and Board agreed to move forward with increasing the Bond Resolution amount by \$2.5 million.

MINUTES:

Motion by James Caiola seconded by Mark Harris to accept the 1/13/26 Department Meeting minutes as written.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to accept minutes passes.				

VOUCHERS:

Motion by James Caiola seconded by Alexandra Tamburro to accept vouchers for General,Water, Sewer-FP&L, ETC Totaling \$868,845.22				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to accept vouchers passes.				

OFFICE MANAGER: Andrew Stafford

Custy Proposal (below)

BST update; Working with Brendan Kenedy and Bill Freitag on EOY 5/31/25 giving them whatever needed from office

I am working closely with Karlee to help as much as possible taking daily deposits to bankj working with BST on daily, weekly and monthly procedures going forward.

Custymize Computers

Support and Development Contract01/27/2026

Services will include any IT service required by the village offices for a period of one year at a cost of \$450 a month. The payment of \$ 450 per month will be due the first week of each month. The maintenance contract included up to but not exceeding a total of 100 hours for the year. The Contract year will be from 4/1/26 until 3/31/27. If the hours are completely used and more are needed the discounted rate of \$50 per hour will be extended until the end of the covered year. I will also continue to streamline the computer processes for pole line inventory and work order processing as efficiently as possible for future users. Also any supporting spreadsheets and or reports necessary for Accountant EOY Reconciliation or Village needs will be supported. Last year Computer repairs and extra services to help with the accountants service, the village used 140 hours, In exchange of charging anything extra I do request continuing to be sent to MEUA conferences to continue gaining knowledge about proper Pole Line Inventory accounting. I've been proudly serving the Village of Frankfort since 1983

Motion by Mark Harris seconded by Alexandra Tamburro to approve the contract submitted by Custymize Computers for support and development 2026				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to approve contract passes.				

Motion by Alexandra Tamburro seconded by Mark Harris to approve the report submitted by the Office Manager.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to approve report passes.				

VILLAGE CLERK: Karlee Tamburro

- Discussed updated CHIPS
- Turbo Machine new PILOT Agreement
- Incident Report received

Motion by Mark Harris seconded by Alexandra Tamburro to approve Resolution #35-2026 approving the renewal of a 6-month moratorium on certain new land uses in business and industrial zones within the Village of Frankfort (LL#2-2025)				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	0
Result: Motion to approve Resolution #35-2026 passes.				

Motion by Mark Harris seconded by Alexandra Tamburro to approve Resolution #36-2026 approving a public hearing on Feb 10, 6:30 pm for Proposed LL#1-2026 overriding the tax cap				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent

Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	0
Result: Motion to approve Resolution #36-2026 passes.				

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Motion by Mark Harris seconded by James Caiola to move forward with acquiring a RAN for upcoming utility bill costs and CHIPS submission. Adirondack Bank will be consulted.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	0
Result: Motion to approve moving forward with RAN's passes.				

Motion by Alexandra Tamburro seconded by Mark Harris to approve the report submitted by the Village Clerk.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to approve report passes.				

COMMITTEE REPORTS:

Trustee Tamburro reported that Moonlight Market will be held on Friday, May 15th and Friday October 9 Halloween Town Street Treat will be held on October 17th on a section of Main St from Frankfort to Railroad. Looking for someone to volunteer to organize and maintain the Farmers Market HarborFest will be held on September 26th

Motion by James Caiola seconded by Mark Harris to adjourn at 7:35p.m.				
Mayor Justin Smithson	Yes X	No	Abstain	Absent
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes X	No	Abstain	Absent
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes	No	Abstain	Absent X
Vote Totals	4	0	0	1
Result: Motion to adjourn passes.				

Respectfully Submitted

Karlee M. Tamburro
Village Clerk