

Department Meeting

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

The meeting was called to order at 6:30 pm. Following Roll Call and the Pledge of Allegiance.

In Attendance: Superintendent Michael Irons, Utility Office Manager Andrew Stafford, Village Attorney Karl Manne

Public: Mark Palumbo, Michaela Aney, Steve Maley, Ashley Hinkley, Melissa Cleveland, William Polyntluk Jr.

PUBLIC:

- Michaela Aney is appearing to update the Board on the Farmers Market. She is in the process of organizing the market for Saturdays at the Marina beginning in late June.

Motion by Mark Harris seconded by Alexandra Tamburro to approve Michaela Aney as a volunteer with the Frankfort Farmers Market.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1
Result: Motion to approve volunteer passes.				

- Steve Maley has concerns with the use of the Hilltop Park by NFL Flag Football due to the high volume of participants (over 600). He is worried about the liability the village is exposed to along with the state of the fields after the season is complete.
- Ashley Hinkley and Melissa Cleveland are representing AYSO Soccer and are concerned with the congestion since their games are held on Sundays and will coincide with the NFL Flag Football games.
- Deputy Mayor Harris has been working on a rules and regulation form and stated that he will be meeting with the groups to discuss the new guidelines.

MINUTES:

Motion by Peg Maneen seconded by Alexandra Tamburro to accept the 2/24/2026 Regular Meeting minutes as written.				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1
Result: Motion to accept minutes passes.				

VOUCHERS:

Motion by Alexandra Tamburro seconded by Peg Maneen to accept vouchers for General-\$185,915.13 Water-\$80,391.98 Sewer- \$132,298.98 FP&L- \$100,571.61 Water proj-\$841,781.02T&A- \$4,601.93 Totaling \$1,345,560.65				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1
Result: Motion to accept vouchers passes.				

FIRE : Matthew Palumbo, Chief
 FRANKFORT FIRE DEPARTMENT
 VILLAGE BOARD MEETING DATE: **Tuesday March 10, 2025** Reporting from:2/1/2026 – 2/28/2026
TOTAL CALLS FOR THIS PERIOD: 452 TOTAL CALLS TO DATE: 45

CALL BREAKDOWN	VILLAGE	TOWN
Fire	2	1
Emergency Medical Alarms	22	12
Motor Vehicle Accidents	0	0
Investigations	1	1
Hazardous Conditions	0	2
Other	0	0
Flooding	0	0
Rescue	0	0
Mutual Aid	1	0

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FIREFIGHTER TRAINING HOURS THIS PERIOD..... 87.5 Hours (does not include NYS Training)

Ice Water Rescue2.5 hrs

Annual OSHA Training5 hrs

Total house of training 11 hrs.

CURRENT ACTIVE FIRE BRIGADE PERSONNEL..... 40

Gain: 0

Loss of membership: 0

FIREFIGHTER INJURY: 0

CURRENT NYS CERTIFIED EMT PERSONNEL: 9= EMS Providers

ISSUES FOR DISCUSSION:

Applied for the NYS VFG, this year we will be applying for building floor and parking lot restoration. Thank Trustee Tamburro for the assistance.

Installed a new sink and vanity in one of the bathrooms, both were donated by A/C Eric Conigliaro.

Annual PM, hose testing, and air pack testing has been scheduled for 2026.

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

Superintendent of Utilities: Mike Irons

Good morning, as well as daily operations, these are the updates;

DPW

Potholes filled Village wide

Contacted the NYS DOT for the milling of Litchfield St , they are putting us on the schedule for the paving repairs.

Repair winter use vehicles and get the spring summer equipment ready

Completed the preliminary 2026/2027 Budget

FPL

Continued work on the 2026/2027 Budget

Work on the heat at the Marina restaurant building

Take down the Christmas decorations on main St and Marina

Water Dept.

All required water samples and documents were completed and emailed to the NYS DOH

The Annual Quality Water Report was completed and attached to the water bills

A water leak survey was completed and we found a 6 inch water main leak and it was repaired. .est water saved is 100k a day

A meeting with B&L on the installation of the damaged water main was held. This will be installed this spring on Main St near the Main St bridge

Sewer Dept

A main was jetted

All other sewer checks were satisfactory

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

OFFICE MANAGER: Andrew Stafford

1) February 2026 Disconnects – Water – 5, Electric – 1

2) Poleline – Working with Brendan Kennedy, Bill Freitag, Jim Minosh and Joseph Castellano on any adjustments or changes needed to Poleline software, job tickets and procedures.

3) Con4nuing to work closely with Karlee to help as much as possible, taking daily deposits to bank, working with BST on daily, weekly and monthly procedures going forward.

4) IEEP – At the request of Mayor Jus4n Smithson I am again sharing my le:er regarding the IEEP from April 2025. I have and con4nue to advocate for using IEEP funds to help our customers lower their electric bills.

Dear Mayor and Village Board, While attending the MEUA Accounting Workshop we had a presentation from Michael Lyons from the IEEP. Mike reported that The Village of Frankfort has \$146,724 as of February 28th,

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2025. We will continue to contribute \$2,000 to \$3,500 each month depending on usage and how much we collect through our PPA. This money is directly used to benefit our system and our customers. Mike reported that the IEEP is awaiting approval from the Public Service Commission to increase the 1 mil adder to 2 mils, which would double our IEEP funding in 2025 if approved. This is expected to occur somee in late Spring of 2025 and was approved by a majority vote of IEEP members in 2024. With the push by the state to eliminate fossil fuels and switch to electric, the IEEP is pushing for municipalities to utilize their available funds towards projects that will help us on the path. These include heat pump rebate, a9c insulaon and building electrificationon programs. These programs are all different, with varying levels of requirements, investment and implementations. IEEP program options include; Residential and Commercial Building Shell Programs ♣ Heat Pump Rebates ♣ Custom Energy Efficiency Projects for C&I Customers ♣ Power Factor Correction for C&I Customers ♣ Support for municipal purchases for heat pumps, building shell, lighting, level 2 EV chargers, electric vehicles & yard care equipment ♣ Commercial & Residential LED Lighting Incentives ♣ Appliance & Electric Yard Care Rebates Priority programs are the IEEP Building Electrificaon Programs, which offers mulple rebates to residenal and commercial customers to encourage the purchase of energy efficient equipment designed to lower customer’s energy usage. The IEEP handles verifying eligibility, inspecng and idenfying needs and se9ng up contractors to do the work, if required. There will be no additional costs to the Village for parcipang in any of the IEEP programs. An example of how the IEEP’s a9c insulaon program works and how we can help our residenal customers who heat with electric and are our highest KWH consumers is by insulang their a9cs. When speaking with Mike Lyons he indicated that the programs are flexible and suggested se9ng a budget on funds in order to plan on improving a few homes each year. For example, se9ng a budget of \$60,000 per year from our IEEP account. the IEEP would reimburse 75% of the insulaon cost up to a maximum of \$5,000 for 12 homes in 2025. The program would assist our residenal customers with the highest bills reduce their electric consumpon which could help the village as a whole. Many residenal customers regularly struggle with paying these high bills, which causes the office staff to have to put extra me and effort into collecng payment and enforcing disconnecon policies when these customers get behind. Their bills can get to above \$800 or \$900 in the worst winter months. To implement this program, we would have to ideny our top residenal customers by KWH usage, and then work with the IEEP to get in touch with our customers. THE IEEP manages contractor coordinaon, quality control and contractor payments. I am looking to see how the Mayor and Village Board would like us to handle these going forward. I did send this le:er to Mike and he confirmed my understanding of the programs.

Motion by Alexandra Tamburro seconded by Peg Maneen to approve the report submitted by the Office Manager				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent

Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1
Result: Motion to approve report passes.				

VILLAGE CLERK: Karlee Tamburro

RESOLUTION #42-2026

APPROVING AGREEMENT FOR THE SALE

OF NIAGARA PROJECT WHOLESALE POWER AND ENERGY

WITH THE NEW YORK POWER AUTHORITY

WHEREAS, the Village of Frankfort Power & Light, a member of the Municipal Electric Utilities Association of New York State (“MEUA”) and a preference power customer of the New York Power Authority (“NYPA”), receives electricity from the Niagara Power Project operated by NYPA, and

WHEREAS, the MEUA, in response to receiving notice of NYPA’s intention to increase its customer rates for said preference power to cover its increasing costs, has negotiated, on behalf of its members, certain amendments to the existing long-term agreement with NYPA that governs the terms and conditions upon which said preference power is delivered, said amendments being embodied in the Agreement for the Sale of Niagara Project Wholesale Power and Energy that has been presented to this board for consideration (“Agreement”).

NOW THEREFORE, IT IS HEREBY RESOLVED by the Village of Frankfort Board of Trustees of the Village of Frankfort Power & Light that it is in the best interest of the Village of Frankfort Power & Light to approve the negotiated amendments, and as such, said amendments and the Agreement are hereby approved, and it is hereby further

RESOLVED that the Mayor be, and hereby is authorized to execute said Agreement for the Sale of Niagara Project Wholesale Power and Energy on behalf of the Village of Frankfort Power & Light.

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Motion by Peg Maneen seconded by Mark Harris to approve Resolution #42 approving agreement for the sale of Niagara Project Wholesale Power and Energy with the New York Power Authority				
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1
Result: Motion to approve Resolution #42-2026 passes.				

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

Result: Motion to approve report passes.

- Village Attorney Karl Manne will be attending the May NYCOM annual meeting.

Motion by Peg Maneen seconded by Alexandra Tamburro to enter into Executive Session pertaining to Sec 105.1(f) at 7:02pm

Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1

Result: Motion to approve entering Executive Session passes.

Motion by Peg Maneen seconded by Mark Harris to enter into Regular Session at 7:37pm

Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1

Result: Motion to approve entering into Regular Session passes.

- Trustee Tamburro reported that the Village of Frankfort Community Garden is the recipient of a \$2000 grant that should be utilized by June 2026. A seed library has been established at the Frankfort Free Library.

Motion by Peg Maneen seconded by Alexandra Tamburro to adjourn at 7:38 pm.

Mayor Justin Smithson.	Yes X	No	Abstain	Absent
Trustee Alexandra Tamburro	Yes X	No	Abstain	Absent
Trustee James Caiola	Yes	No	Abstain	Absent X
Trustee Mark Harris	Yes X	No	Abstain	Absent
Trustee Peggy Maneen	Yes X	No	Abstain	Absent
Vote Totals	4	0	0	1

Result: Motion to adjourn passes.

Respectfully Submitted

Karlee M. Tamburro
Village Clerk