

SENECA FALLS TOWN BOARD REORGANIZATIONAL & REGULAR MEETING JANUARY 6, 2015

The Seneca Falls Town Board held a Reorganizational and regular monthly Meeting on Tuesday, January 6, 2015 in the Town Hall Meeting Room, 81 W. Bayard Street.

Present were Supervisor Donald Earle; Councilpersons Duane Moore, David DeLelys, Chad Sanderson and Emil Bove. Also present were Patrick Morrell, Attorney for the Town; James Spina, Commissioner of Parks and Recreation; Donald Wood, Highway Superintendent; Stuart Peenstra, Police Chief; Michael Pickard, WWTP Operator; Donald Collins, Assessor; John Condino and Jeff Rowe, Town Engineers and a Member of the local media.

Supervisor Earle opened the Reorganizational and regular monthly Meeting at 7:00 P.M. All Board Members were present; the Pledge of Allegiance followed.

2015 Appointments:

A motion was made by Duane Moore and seconded by David DeLelys to approve the following Appointments:

Town Attorney: Patrick J. Morrell

Environmental Attorney: TBD

Deputy Town Clerks: Veronica Draheim and Kathryn Lankford

Deputy Town Clerk/Tax Collection: Linda Marzan

Court Clerks: Meghan Langley and Deborah Rogers

Deputy Supervisor: Emil Bove

Deputy Highway Superintendent: James Peterson

Assistant to Zoning Officer: Nicaletta J. Greer

Secretary to Planning Board & Zoning Board of Appeals: Kathryn Lankford

Registrar of Vital Statistics: Nicaletta J. Greer

Deputy Registrars of Vital Statistics: Kathryn Lankford and Veronica Draheim

Records Management Officer: Nicaletta J. Greer

Dog Control Officer: Dorothy Comerford

Nuisance Animal Control Officer: Clint Moosman

Member of Recreation Commission: Tammy Clark - Alternate: Brian Thomas

Ex-Officio – Stuart Peenstra

Chair – Waste Management Advisory Committee: TBD

Member Waste Management Advisory Committee: David Clark

Member Planning Board – John Quattrociochi

Alternate Member Planning Board – Francis Brady and (Vacant)

Member Zoning Board of Appeals – Matthew Blair

Alternate Member Zoning Board of Appeals – Frank DeJohn and (Vacant)

Heritage Preservation Commission – Lorrilyn Bove

Cemetery Commission – Freda Wilson

Town Historian: TBD

Town Engineering Firm – Barton & Loguidice

Town Auditors: Bonadio Group

Meeting Day: First Tuesday of each month – 7:00 P.M.

Banks: Community Bank, Five Star Bank, M&T Bank, Lyons National Bank

Official Town Newspaper: Reveille Between the Lakes

Mileage: Current IRS Mileage rate

Adopt Procurement Policy

No questions. Motion carried 5 ayes, 0 nays.

2015 Committee Assignments are:

Assessment	Emil Bove, Chair Chad Sanderson	Recreation	David DeLelys, Chair Chad Sanderson
Economic Development (LDC)	Don Earle Emil Bove	Sewer/Water	Duane Moore, Chair Chad Sanderson
Highway/Public Works	Chad Sanderson, Chair David DeLelys	Personnel	Emil Bove, Chair Duane Moore
Waste Management:	TBD, Chair John Stapleton Dave Clark (Vacant)	Town Court	Emil Bove, Chair David DeLelys
Bridgeport Sewer District	Chad Sanderson, Chair Joseph Peone, Robert Krochalis Richard Laude, John Stapleton	Public Safety	Don Earle, Chair Emil Bove
Solid Waste	Duane Moore, Chair David DeLelys	Website	David DeLelys, Chair Don Earle

Petitioners: There were no Petitioners.

Approval of Minutes:

A motion was made to approve the minutes of the Special Meeting/Budget Workshop of November 19, 2014 by Chad Sanderson and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to approve the minutes of the Public Hearing and Meeting of December 2, 2014 by Dave DeLelys and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to approve the minutes of the Year-End Meeting of December 30, 2014 by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Reports:

Dog Control Officer: The Dog Control Officer's report states that three dogs were impounded and three redeemed; four Appearance tickets were issued. A total of \$20.00 in fees was collected and turned over to the Town Clerk.

A motion was made to accept the Dog Control Officer's report by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Zoning Officer: Mr. Earle stated Mr. Turkett has submitted a written report.

A motion was made to accept Mr. Turkett's report by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Commissioner of Parks & Recreation: Mr. Spina noted the Board has a copy of his report for December. He said the It's a Wonderful Life Weekend was a huge success again this year. There are a couple of things they need to work on; he and the Chief will be meeting with the Committee and those involved within the next couple of weeks. There were 3,400+ runners in the Race which went well.

Mr. Earle mentioned that the Town is responsible for the It's a Wonderful Life bridge, and said sometime in the future, it will have to be repaired or replaced. The Board has created a line item to put away money each year towards the cost of repairs or replacement.

A motion was made to accept Mr. Spina's report by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Highway Superintendent: Mr. Wood stated the Board has a copy of his year end report which contains fuel usage, trips to the Landfill, dumpster deliveries, burials and salt usage. He said other than plowing, they have been doing routine duties.

A motion was made to accept Mr. Wood's report by Dave DeLelys and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Assessor: Mr. Collins stated the Board has a copy of his report. He continues to update real property file sales, new construction and zoning. In his report, is the continuing Education Status Report for 2014 which shows he meets the State's requirements.

Mr. Collins suggested that the Board read and think about the report from the NYS Association of County Directors which talks about unfunded mandates, i.e. the STAR Program. The towns used to get money to implement the Program, but now they don't. They are suggesting that maybe the State should take this over. Mr. Collins said it probably takes 20% to 30% of their time to maintain this Program.

Mr. Collins referred to his blueprint for a successful revaluation. He would like to touch base with the newspapers and radio, and would like to do a brief summary of five neighborhoods from June to October at Town Board Meetings. He would give some general information and explain sales, and there would be a short question and answer period.

Mr. Collins thanked Barton & Loguidice, as they supplied them with a GIS sheet file so they can put zoning on their GIS maps.

A motion was made to accept Mr. Collins' report by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Attorney for the Town: Mr. Morrell thanked the Board for his reappointment. There are matters on the Agenda that will be addressed as they come up.

Town Justices: Mr. Earle noted the Town Justices have submitted their reports.

A motion was made to accept the reports of the Town Justices by Dave DeLelys and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Water & Sewer: Mr. Pickard stated the Board has a copy of his report which includes a copy of the annual inspection report from the Seneca County Health Department which is a very good report.

A motion was made to accept Mr. Pickard's report by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Police Chief: Chief Peenstra noted the Board has a copy of his report. He thanked Sgt. Hawker and his Staff for doing such a phenomenal job the It's a Wonderful Life Weekend. He also thanked the Town Highway, and the different agencies that assisted during the 5K Race. The New Year's Eve Ball Drop at The Gould Hotel went off very well; a lot of people attended that, and his Staff did a wonderful job on that as well.

Chief Peenstra stated that they received a generous donation of \$500.00 from the Seneca Falls Elks Lodge to help support the Operation Safe Child which is the children's I.D. cards that they do. They purchased more cards and printing ribbons with that money. The Chief personally thanked the Seneca Falls Elks Lodge for their donation. He mentioned that there are Agenda items that will be coming up later in the Meeting.

A motion was made to accept Chief Peenstra's report by Dave DeLelys and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

Barton & Loguidice: Mr. Condino stated he has nothing to report other than what is on the Agenda.

Other Committee Reports: There were no Reports.

Communications:

A motion was made to receive and file Communications numbered 1 to 18 by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays. Communications numbered 1 to 18 are as follows:

1. Minutes of the Town Planning Board Meeting of November 13, 2014.
2. Minutes of the Zoning Board of Appeals Meeting of November 13, 2014.
3. Certificate of Result of Canvass of Fire District Election from Kim Gribnau, Secretary.
4. Thank you note from Lisa and Matt Mihalko thanking Mrs. Havelin and the SF Water Department for their quick response to their water leak problem.
5. Email from Time Warner Cable stating agreements with programmers and broadcasters to carry their services routinely expire and they may be required to cease carriage of one or more of these services.
6. Notice to Town that an Environmental Easement was granted to the NYS Department of Environmental Conservation for property located at 244-250 Fall Street (Goulds Pump Administration) from Stockli, Slevin & Peters, LLP.
7. Monthly Report for the month of November 2014, and Groundwater Monitoring Report (3<sup>rd</sup> Quarter), as per Town Operating License and Host Community Agreement, from Seneca Meadows, Inc.
8. Letter from Seneca County Department of Health inclosing copy of the Inspection Report form as well as results of the water sample collected during the sanitary survey.
9. Section 504 Compliance Handbook, December 2014, from LRP Publications.
10. Copy of letter to Wilmorite Corporation from Town Supervisor congratulating and welcoming Lago Resort and Casino to Seneca County.
11. Checks totaling \$15,580.84 representing Health Insurance Premiums, Judge Lafler's November Report, Gross Receipts tax, copies of Police Reports, November Tower rent and Community Center receipts.
12. Statement of Accounts, April 1, 2011 to November 30, 2014, from Wilmington Trust.
13. Checks totaling \$99,239.25 representing sale of scrap, Health Insurance Premiums, Fuel reimbursement, mortgage tax, culvert pipe reimbursement, Pumping Station repairs, Town Clerk's November Report, Judge Laquidari's November Report, Disability reimbursement, Restitution for fence damage, copies of Police reports and Gross Receipts tax.
14. Summary of Grant Activity as of December 1, 2014 from J. O'Connell & Associates, Inc.
15. Notification of Discharge of Debtor from United States Bankruptcy Court, Middle District of Georgia.
16. Notice to Occupant of Intention to discontinue service supplied to Landlord or Rental property Owner from NYSEG.
17. Monthly Report of all moneys received and disbursed during the month of November 2014 from Town Supervisor.

18. Checks totaling \$100,061.96 representing Health Insurance premiums, Utility gross receipts tax, copies of Police Reports, donation to Police Department, leachate payment, restitution for fence damage, Grant reimbursement for Police vests, grave opening and Community Center receipts.

Old Business:

Sale of Condominium & Surplus Properties: Mr. Morrell stated he spoke with the two Realtors who expressed interest on the sale of the condominium and they are not interested in a Co-Broker arrangement. He suggested that the Board pick one of the two Realtors that have expressed interest. Their information has been submitted to the Board and they both have the same commission rate – Senecayuga Properties and Young Agency.

A motion was made to list the sale of the Condominium with the Young Agency by Dave DeLelys and seconded by Emil Bove.

Mr. Earle asked which Broker preferred one year as opposed to six months. Mr. Morrell replied Young Agency requested one year listing and Senecayuga requested six months; Mr. Young said he would be flexible with that. Mr. Bove said if someone else generates a buyer, are they entitled to a commission. Mr. Morrell replied if they end up as a buyer's broker, yes – in that case it's split. Further discussion followed.

A motion was made to amend the above motion to list the sale of the Condominium with the Young Agency by adding listing for six months rather than one year, by Don Earle and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Mr. Morrell stated the other surplus properties are 10 Fall Street, 26 Oak Street and 60 State Street. He has been in contact with a few different appraisal services; his contact in Geneva did not feel comfortable taking it because he would be leaving in two weeks in the middle of it. Mr. Morrell contacted Keuka Appraisals from Penn Yan who did an appraisal on 10 Fall Street when that was previously being marketed about five years ago. He said what the Board is looking for is to have some sort of guideline in arranging for a buyer and arriving at what would be a reasonable price for the Town and the Taxpayers. He doesn't see any problem with using that five year old appraisal on 10 Fall Street. Keuka Appraisals have submitted proposals: 26 Oak Street would be \$1,200 and 60 State Street would be \$1,500. Mr. Morrell recommended that the Board engage Keuka Appraisals to appraise 26 Oak Street and 60 State Street; by using the appraisal for 10 Fall Street, the Board would save \$1,200. Mr. Bove suggested circulating the five year old appraisal – he is a little reluctant to say it's okay.

A motion was made authorizing Keuka Appraisals to conduct appraisals of 10 Fall Street (\$1,200), 26 Oak Street (\$1,200), and 60 State Street (\$1,500) by Emil Bove and seconded by Duane Moore.

Mr. Sanderson asked what the completion date of the appraisals is; Mr. Morrell replied four weeks. He will be speaking to Mr. Bailey after this Meeting, and he will be sending Engagement letters. Mr. Sanderson asked if it would be 30 days from the signing of the Engagement letter; Mr. Morrell replied yes. He added he would also investigate to see if updating the appraisal of 10 Fall Street might be something for a quick turn-around.

The above motion made by Emil Bove and seconded by Duane Moore authorizing Keuka Appraisals to conduct appraisals of 10 Fall Street, 26 Oak Street and 60 State Street was carried 5 ayes, 0 nays.

Mr. Earle asked what the Condominium is going to be listed for; Mr. Morrell replied \$112,000.00. Discussion followed regarding the listing price for the Condominium.

A motion was made to list the Condominium for the appraised value of \$112,000.00 by Chad Sanderson and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Auburn Road Sewer Extension: Mr. Earle asked if there was any development – where does the Board stand on correcting that section of pipe that has to be repaired or replaced. Mr. Rowe stated it is anticipated that it will be a project for this year. They are currently in the process of getting survey base mapping for that project, as well as Kingdom Road force main replacement. Mr. Rowe said they are hoping to have it ready for construction this year – it will probably be late Fall by the time it is done.

Ritmer Lane Sewer Extension: Mr. Condino stated on this project and the Auburn Road project, the Water and Sewer Committee has discussed that the next steps for each project would be to have a couple of meetings with the local residents to determine what kind of interest there is for sewer service. Once they do that, they can put together what the projected project cost would be and what the projected shared cost would be for each of the residents. Mr. Condino said those meetings will take place this Spring.

Write-Off Uncollectable Receivables: Mr. Morrell requested that this be carried forward to next month. He said the Investigator looked into that Individual, and all indications are that he knows where that person is. Mr.

Morrell intends to move forward in continuing to seek recovery of that outstanding debt against the Individual. Mr. Bove asked if we were looking forward to commencing litigation. Mr. Morrell replied previously, there had been an action commenced and then the Individual disappeared. He added it's picking that back up – it's active and the Town has an index number.

SEQR Process – New Town Hall Facility: Mr. Condino stated the SEQR process is ongoing. They are hoping to collect the data from a couple of studies they are doing and put together reports by as early as next month's Meeting or as late as the March Meeting – sometime within the next 60 days, that process should be completed.

Mr. Condino referred to the process of the design for the new building, and said they just went through the 35% review with some of the Board Members and Staff, and will be incorporating that into the design. The expectation is they will have 75% review by the end of this month. Mr. Condino said the process is still on track, and it is still looking like they will have something to put out to bid as early as the end of March.

Certified Local Government Program: Mr. Earle noted there is some information from Mr. Caraccilo.

A motion was made by Emil Bove and seconded by Chad Sanderson to adopt the following policies in connection with the application for certification by the Office of Parks and Recreation and Historic Preservation for the Town of Seneca Falls to be a Certified Local Government:

1. Heritage Preservation Commission Selection Process.
2. Strategy for Public Participation.
3. Guidelines for the Identification and Inventory of Local Historic Resources.

No questions. Motion carried 5 ayes, 0 nays.

School Resource Officer: Chief Peenstra stated it is at a standstill until the School Budget is adopted.

Route 414 Sewer Line Transfer from IDA to Town: Mr. Morrell stated he has prepared the two draft agreements and presented them to the Town of Tyre Attorneys, and they had some proposed amendments. The Water and Sewer Committee met and went through it along with the Town Engineers, and sent back some amendments to their amendments. He said the majority of their proposed amendments were not objectionable, but there is one point that is very important to the Town that they want to make sure is addressed. Mr. Morrell proceeded to explain everything that has to be done. After further discussion, Mr. Earle requested that Mr. Morrell keep in touch with the Town of Tyre Attorneys.

Mr. Wood said in that agreement – are they going to supply the Town with a set of plans. Mr. Earle said he believes those were turned over to Barton & Loguidice from Seneca Meadows. Mr. Morrell said they were turned over for what is existing there today; there are plans on the Casino part of it that was turned over to the IDA and the County's Engineers. Mr. Pickard stated to his knowledge, neither he nor Mr. Wood has a set of drawings. Mr. Rowe stated they will supply them with a copy.

Verizon Wireless Lease: Mr. Morrell stated the Board took action on this on December 2<sup>nd</sup>; it was advertised after that because it was subject to Permissive Referendum. He added there have been no petitions or any objections received. The Permissive Referendum period has passed, and the Supervisor can sign the Lease.

New Business:

Authorize Town Supervisor to Invest Town Monies: A motion was made authorizing the Town Supervisor to invest Town monies by Chad Sanderson and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Delegate and Alternate Delegate – Association of Towns Meeting: Mr. Earle stated since there were no volunteers, he will stay on as Delegate. Mr. Bove volunteered to be an Alternate Delegate.

Approval of Special Events: Mr. Spina stated there were no Special Events that were submitted.

J. O'Connell & Associates – Grants Consultation Services: Mr. Earle stated this is an annual proposal for services; the only change is a request for a slight increase which is budgeted. Mr. Morrell noted the remainder of the contract is the same contract that has been used for many years with J. O'Connell.

A motion was made to approve the contract between the Town of Seneca Falls and J. O'Connell & Associates, Inc. for the year 2015 at a fee of \$10,500.00 per quarter by Duane Moore and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Book to Bank Adjustment: Mr. Earle stated Mrs. Warfel has been dealing with the Comptroller's Office, and this is their recommendation as well.

A motion was made to approve the Book to Bank adjustment, the final amount of adjustment necessary being \$2,486.91, by Chad Sanderson and seconded by Dave DeLelys.

Mr. DeLelys said Mrs. Warfel attended a training session, and it was suggested that for audit purposes the amount of the necessary adjustment be given Town Board approval. Mr. Sanderson stated this is to get the books to balance according to Town structure. Mr. Bove said this is not the Town books – this is the remnants of taking over the Village.

The above motion made by Chad Sanderson and seconded by Dave DeLelys approving the Book to Bank adjustment was carried 5 ayes, 0 nays.

Management Services Agreement – WasteWater Treatment Facilities: Mr. Morrell stated this is the Agreement with Barton & Loguidice for when Mr. Pickard is gone.

A motion was made to enter into the Management Services Agreement with Barton & Loguidice to provide coverage for the WasteWater Treatment Facilities by Emil Bove and seconded by Duane Moore.

Mr. Morrell noted that the term of this Agreement would be one year or until someone is hired. Mr. Moore asked what the compensation would be. Mr. Condino replied since it is unknown exactly how many hours will have to be spent by their Operator, the Agreement is written that charges will be somewhere in the range of \$8,000-\$10,000 per month.

The above motion made by Emil Bove and seconded by Duane Moore to enter into the Management Services Agreement with Barton & Loguidice to provide coverage for the WasteWater Treatment Facilities was carried 5 ayes, 0 nays.

Christmas Tree Pickup – Week of January 18<sup>th</sup>: Mr. Earle stated this is just a reminder that Christmas trees will be picked up the week of January 18<sup>th</sup>. Mr. Wood stated trees will have to be out January 18<sup>th</sup> as they will be picked up from Monday to Wednesday only.

Highway – Pickup Truck Purchase: Mr. Wood stated this is budgeted, but it won't be on State bid; it will have to be advertised for sealed bids. He would like the bids returned by January 27<sup>th</sup> and opened on January 28<sup>th</sup> so that he will have time to review them, and then award the bid at the February 3<sup>rd</sup> Meeting. Brief discussion followed.

A motion was made to go out to bid for a 2015 Chevrolet Silverado, bids to be opened at a Meeting on January 28<sup>th</sup> and bid awarded on February 3<sup>rd</sup>, by Dave DeLelys and seconded by Chad Sanderson.

Water Department – Purchase Push Camera: Mr. Wood stated the push camera they have was brought over from the Village and is beyond repair. He has four bids which range from \$5,598.00 to \$9,800.00. He requested the Board approve the purchase of a push camera not to exceed \$6,000.00. Discussion followed.

A motion was made authorizing the purchase of a Push Camera at a cost not to exceed \$6,000.00 by Chad Sanderson and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Declare Surplus – Kingdom Pump Station Replaced Pumps: Mr. Pickard stated these are pumps that are sitting at the Ken-Mor Pump Station; these pumps were taken out and left there – they were replaced by the AVS under the previous contract. He said if they were deemed surplus, maybe they can be sold at an auction or at a future time – they are useless in any of our other Pump Stations.

A motion was made declaring the replaced pumps surplus by Chad Sanderson and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Sewer Department – Purchase International Dump Truck: Mr. Pickard stated this is a budgeted item. The current truck is ten years old, and he is looking to replace it with an International dump truck 7500, truck and chassis. This is through the International Dealer (regarding municipal sales) and it will be a State bid price – total cost is \$124,152.00 for the truck, chassis and a 12' long stainless steel box. Mr. Morrell asked if the price of the extra capacity box was also included in the bid he is using from the County; Mr. Pickard replied yes. The Board continued with the Agenda while Mr. Morrell reviewed the information.

Establish Building Capital Project Fund: Mr. Morrell stated the Appellate Division issued a dismissal of the appeal of the Referendum decision, so the Board's resolution that was subject to Permissive Referendum is no longer subject to that litigation. He added the Permissive Referendum period has passed, and the Board's resolution to take that money out of the Reserve Fund can now be acted upon. The Board can take the money from the Reserve Fund and get it into a regular line item – the proposal is to create that line item in the Budget. Brief discussion followed.

A motion was made to create a Building Project Fund line item in the Budget by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to transfer the \$2,558,141.71 from the Capital Reserve Fund to the Building Project Fund line item that was created, and to modify the Budget to reflect that transfer by Emil Bove and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Sewer Department – Purchase International Dump Truck: A motion was made by Emil Bove and seconded by Chad Sanderson authorizing the purchase of an International 7500 Dump Truck with a 12' long box for a total cost of \$124,152.00 on a piggy back basis on a bid previously submitted to Onondaga County, with the understanding that Mr. Morrell will review the transaction before it is finalized. No questions. Motion carried 5 ayes, 0 nays.

Create Lieutenant Position: Mr. Bove stated in the 2015 Budget, there is a line item for a Lieutenant position in the Police Department. Several meetings were held this week with the Public Safety Committee and the Personnel Committee, and they are now prepared to create the position. He read the following Resolution: WHEREAS, the Town of Seneca Falls has created the Town of Seneca Falls Police Department; and WHEREAS, for purposes of staffing and efficiency, the Town's Public Safety Committee finds that it is desirable to have the position of Lieutenant created and approved by the Seneca County Civil Service Commission; and WHEREAS, the Seneca Falls Town Board hereby adopts the findings of the Public Safety Committee; and WHEREAS, the proposed Job Description and New Position Duties Statement for the Lieutenant position has been drafted for this purpose. NOW, THEREFORE, BE IT RESOLVED, that a proposed New Position Duties Statement for the Lieutenant position be submitted to the Seneca County Civil Service Commission for approval pursuant to Section 22 of the NYS Civil Service Law; and be it FURTHER RESOLVED, that upon approval of the Seneca County Civil Service Commission, the position of Lieutenant be created within the Seneca Falls Police Department.

A motion was made to adopt the above Resolution to create the position of Lieutenant in the Seneca Falls Police Department by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Appointment of Lieutenant – SF Police Department: Chief Peenstra stated this has been a position that he has been discussing with the Public Safety Committee for a couple of years, and he appreciates the Committee considering this position. After much debate and consideration, he conducted interviews. There were three Candidates on the Civil Service list and one chose not to participate in the position, so he had two highly qualified Candidates. The Chief's recommendation to the Town Board is to promote Sgt. Timothy Snyder to the position of Lieutenant. Mr. Bove asked if this would be effective immediately; Chief Peenstra replied yes – he completed the Duties Statement and will be submitting it to Civil Service. Mr. Morrell spoke to the Civil Service Director who said she didn't see any problems with it going forward.

A motion was made to appoint Sgt. Timothy Snyder to the position of Lieutenant in the Seneca Falls Police Department effective immediately, with the budgeted salary of \$65,000.00, by Emil Bove and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Appoint Patrol Officer – Backfill Sergeant's Position: Chief Peenstra stated currently, the Civil Service Sergeant's list expired, and he requested that the exam be held in June. He said in the meantime, they are going to backfill Sgt. Snyder's position with some qualified patrol officers that would be eligible for that exam – that will give him the opportunity to see how they work in that position. To fill the vacant Patrol Officer position, Chief Peenstra is recommending that Bethany Kidd (currently part-time) be hired as a full time Police Officer. He added part-time Officer Martin Rotz needs to be changed to a permanent part-time status to fill the vacancy in Officer Kidd's current slot. Brief discussion followed.

A motion was made to appoint Bethany Kidd as a full time Patrol Officer, filling the vacant Patrol Officer's position, and to change Officer Martin Rotz's status to permanent part-time status by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Purchase Two Budgeted Police Vehicles: Chief Peenstra requested the Board's approval to purchase two vehicles in 2015 – one is a marked Police vehicle and one is not marked. The amount budgeted is \$61,000.00, and the Chief is requesting to use an additional \$10,000.00 from the Vehicle Equipment Reserve Fund if the need be to further outfitting of these vehicles. He said the cost of the base of the two vehicles alone is \$55,491.00 – without anything on them.

A motion was made authorizing the purchase of a 2015 Police Utility Interceptor and a 2015 Dodge Charger, both Police vehicles and both under State contract, at a total cost not to exceed \$71,000.00 by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Donation of Boat from SF Fire Department to Police Department: Chief Peenstra stated this was originally a police boat that the Village of SF Police Department had in possession. The boat was donated to the Fire Department who put a lot of time and care into it – it is a 1987 Sea Nymph 17' boat and comes with a 1987 boat trailer. The Fire Department reached out to the Town for a donation for a motor, and the Town gave them \$5,500.00 for a new motor. The Chief said since then, the Fire Department has a new boat, and they no longer need this boat. He added the boat would be used for emergencies and special details. Brief discussion followed.

A motion was made to accept the Seneca Falls Fire Department's donation of the 1987 Sea Nymph boat and motor to the SF Police Department by Dave DeLelys and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Mr. Moore asked if there has been any focus on bringing back the Bicycle Patrol. The Chief said he would love to get the Bicycle Patrol back out. Mr. Moore commented that there was a lot of good recognition when it was in force. Chief Peenstra believes they are moving up and forward on that – they would like to get that Bicycle Patrol back out there on a regular basis during the summer months.

Adjust Police Chief's Salary: Mr. Earle stated this is to put on record what the Board has agreed to during the budgeting process for the Police Chief's salary. The Board discussed and agreed to a three-step increase for the Police Chief's salary - \$6,404.00 each year for three years beginning January 1, 2015. Mr. Bove said this would not be in addition to the percentage given to the Employees.

Mr. Moore stated to keep good, qualified personnel, the Board has to make these offers today. He said the Town has lost Officers to other departments because of financial situations - when you have good people, you have to pay them to keep them around. Mr. Earle commented that one big factor in this is the demonstration that the Chief has given this Town in organizing a very reputable Police Force that is recognized by a lot of people in the Community that were very skeptical in the beginning. Also, another form of recognition to our Chief and his choosing of Sgt. Snyder is the accreditation process.

A motion was made to adjust the Police Chief's salary by a three-step increase - \$6,404.00 each year for three years beginning January 1, 2015 by Dave DeLelys and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Payment of Bills:

A motion was made by Emil Bove and seconded by Chad Sanderson to approve and order paid the following bills:

General Fund - \$50,280.59 (Abstract #1)

Water Fund - \$54,379.64 (Abstract #1)

Miscellaneous Fund - \$1,677.22 (Abstract #1)

Sewer Fund - \$49.93 (Abstract #1)

Highway Fund - \$6,808.33 (Abstract #1)

Recreation Fund - \$4,726.62 (Abstract #1)

No questions. Motion carried 5 ayes, 0 nays.

Mr. Bove stated this is the last Meeting for Michael Pickard who has been a valuable Town Employee. The Board thanked him for a job well done, and wished him the best on his retirement.

Mr. Bove stated the Town Supervisor was selected to be Chairman of the County Board of Supervisors tonight. He wished him the best of luck in that position and thanked him for being willing to serve.

At 8:50 P.M., a motion was made to go into Executive Session to discuss potential litigation by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to reconvene the regular monthly Meeting at 9:58 P.M. by Emil Bove and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Being there was no further business, a motion was made to adjourn the Meeting by Emil Bove and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Meeting adjourned at 9:59 P.M.

Respectfully submitted,

NICALETTA J. GREER  
Town Clerk



