

A motion was made to reappoint Dorothy Comerford as Dog Control Officer by Dave DeLelys and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to reappoint Clint Moosman as Nuisance Animal Control Officer by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to appoint Elizabeth Becht and Kevin McDonald as Members of the Recreation Commission, and Chief Stuart Peenstra as Ex-Officio Member by Dave DeLelys and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to appoint Duane Moore as Chair of the Waste Management Advisory Committee by Emil Bove and seconded by Dave DeLelys. Mr. Morrell explained that this Committee was specified in the Host Community Agreement with the Landfill. A Local Law came about from the Agreement, and it dictates the specifics of the Committee. After brief discussion, the motion was carried 5 ayes, 0 nays.

A motion was made to reappoint Philomena Cammuso and Roberta Halden as Town Historians by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to appoint Barton & Loguidice as the Town's Engineering Firm by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to appoint the Bonadio Group as Town Auditors by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

A motion was made designating the first Tuesday of each month at 7:00 P.M. as the Board's Meeting day by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

A motion was made designating the Community Bank, Five Star Bank, M&T Bank and Lyons National Bank for the deposit of Town funds by Don Earle and seconded by Emil Bove. Mr. Sanderson mentioned Generations Bank, and Mr. Earle replied a statement is needed before they can be included. The motion made by Don Earle and seconded by Emil Bove designating the Community Bank, Five Star Bank, M&T Bank and Lyons National Bank for the deposit of Town funds was carried 5 ayes, 0 nays.

A motion was made designating the Reveille Between the Lakes as the Official Town newspaper by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to adopt the current IRS mileage rate by Dave DeLelys and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Mr. Morrell stated that the Town adopts a Procurement Policy each year. He explained that when the amount of a contract reaches a certain amount, it is required to go out to public bid. The thresholds in General Municipal Law Section 103 have changed. He is recommending that the Policy be changed to reflect the current thresholds of General Municipal Law Section 103. After brief discussion, Mr. Morrell recommended the following changes:

Under Guideline 2 (a): increase to \$20,000 or greater for supplies or equipment.

(b): increase to \$35,000 or greater for public works contracts.

Under Guideline 3: All estimated purchases less than \$20,000 but \$3,000 or greater shall require a written RFP and fax/proposals from 2 vendors.

All estimated public works contracts less than \$35,000 but \$10,000 or greater shall require a written RFP and fax/proposals from 2 contractors.

A motion was made to adopt the Procurement Policy with recommended changes as stated above by Duane Moore and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

The 2014 Committee Assignments are as follows:

Assessment: Emil Bove, Chair
Chad Sanderson

Highway/Public Works: Chad Sanderson, Chair
David DeLelys

Sewer/Water: Duane Moore, Chair
Chad Sanderson

Personnel: Emil Bove, Chair
Duane Moore

Economic Development (LDC): Don Earle
Emil Bove

Recreation: David DeLelys, Chair
Chad Sanderson

Waste Management: Duane Moore, Chair
John Stapleton
Dave Clark
Vacant

Website: David DeLelys, Chair
Don Earle

Bridgeport Sewer District: Chad Sanderson, Chair

Joseph Peone, Robert Krochalis, Richard Laude and John Stapleton

Public Safety: Don Earle, Chair
Emil Bove

Court: Emil Bove, Chair
David DeLelys

Solid Waste: Duane Moore, Chair
David DeLelys

Supervisor Earle opened the regular monthly Meeting.

Petitioners:

Chris Puylara - Drainage Issues: Chris Puylara spoke relative to the drainage issues in the Courtney Drive development area. He built his house 13 years ago, and there has been some drainage issues in the front of the property and especially in the back of the property. He will be contacting someone to put in drainage tiles in the front of the property. Mr. Puylara said he is most concerned about the back of the property. He contacted the Town Board and the Highway in July to see about putting some drainage tiles in the back to help with the constant buildup of water, which they did. The problem is there is a Creek on the east side of Courtney Drive that five houses have sump pumps that have to empty into. Mr. Puylara stated the Village kept a regular maintenance schedule of removing the debris; beavers come back there and construct some dams. When there are heavy rains, it backs up into the drainage tile that was just installed. Mr. Puylara requested that the Town have regularly scheduled maintenance in the Spring and the Fall to clear the Creek of the debris. He mentioned that he has sent emails out, but hasn't heard from anyone as far as solutions to the problem.

Mr. Earle stated the Town and the Highway Superintendent has looked at it; one of the issues is to get the beavers out of there. Mr. Wood said they did go back and take care of the dam, but it is private property. He added the Village did it, but just because they did it doesn't make it legal or right - the State says we cannot go on private property. Mr. Puylara said he didn't know that was private property; NYSEG has a right-of-way along the railroad tracks. Discussion followed.

Mr. Earle stated the Town Engineers will do a Townwide study to see what the biggest problems are, what can be done, what could be done by the Town and what can be done by the property owners. He added the Board knows there are issues throughout the Town and they will be looked into. Further discussion followed.

Approval of Minutes:

A motion was made to approve the minutes of the Special Meeting of November 21, 2013 and the regular monthly Meeting of December 3, 2013 by Dave DeLelys and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Reports:

Dog Control Officer: The Dog Control Officer's report states that two dogs were impounded and two redeemed; three Appearance tickets were issued. A total of \$40.00 in fees was collected and turned over to the Town Clerk.

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

Zoning Officer: Mr. Turkett has submitted a written report. A motion was made to accept Mr. Turkett's report by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

Commissioner of Parks & Recreation: Mr. Spina referred to the It's a Wonderful Life Weekend, and said he wanted to recognize Mark Marquart, Wyatt Nicholson and Ken Eddington and all the part-time Rec Supervisors who dealt with the onslaught of 3,000 Runners and another 2,000-3,000 people who were in and around their building; they kept things going through a difficult weather situation. He commended Don Wood and his Staff for keeping the roads clear, and Chief Peenstra and his Staff. Mr. Spina said it was an interesting situation, but everything was under control. All the people involved will meet in a couple of weeks to talk about the Event.

Mr. Spina stated they will be getting the volunteer Gardener group together by the end of the month. Money was put in the Budget to get a landscaper who would be dedicated to this.

Mr. Spina mentioned that Basketball season is still on. There are 17 inhouse teams playing, grades 3-6; 8 travel teams will be representing Seneca Falls in other communities, and 105 children playing basketball from grades Pre-K-2. He added it's a great program and he is proud of it.

A motion was made to accept Mr. Spina's report by Duane Moore and seconded by Emil Bove. No questions.

Motion carried 5 ayes, 0 nays.

Highway Superintendent: Mr. Wood stated the Board has a copy of his daily report; also included is his yearly report on the dumpsters and the yearly fuel report. He said the Cemetery fence has been completed, and the totes have been delivered. Mr. Wood said he has a list for the Water Department of people that have not hooked up from the waterline project.

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

Assessor: No report.

Attorney for the Town: Mr. Morrell thanked the Board for being reappointed. There are no updates on any of the pending legal matters discussed at prior meetings. He referred to 10 Fall Street, and said he has been contacted by Mark Marquart regarding the parking lot and the plowing of the parking lot. The Mews building and the Medical testing office on the first floor have been plowing part of our parking lot and using part of it. They are plowing only the drive up along the side between the two buildings, and a small area where people park which would be okay except people are then using the other exits either down to Trinity or down the slope to Fall Street. Mr. Morrell said this could become a dangerous situation because you are dealing with hills and ice. Mr. Marquart approached them and asked them to plow all of the parking lot if they want to use it, and they refused. Mr. Morrell said it raises a concern to him for liability purposes. He advised the Board to either direct the Town (whichever Department) to plow the 10 Fall Street parking lot or take some steps to prevent other people from using the parking lot more than the signs that are up now. Discussion followed.

Mr. Earle suggested taking measures to barricade the parking lot in some shape or form. Mr. DeLelys suggested sending a letter telling them the Town will barricade it if they don't plow.

A motion was made directing Mr. Morrell and the Highway Department and Recreation Department to set up something that is not flamboyant to no longer allow access to the parking lot by Don Earle and seconded by Duane Moore.

Mr. Sanderson asked if there were any easements for anyone to use that parking lot; Mr. Morrell replied there are none. He added before anything is set, he will check out the property records. Mr. Earle suggested a letter be sent to the owner of the Mews to inform them of what is going to take place.

The above motion made by Don Earle and seconded by Duane Moore to set up something that is not flamboyant to no longer allow access to the parking lot was carried 5 ayes, 0 nays.

Water & Sewer: Mr. Pickard noted the Board has a copy of his report. He said that there were very high flows at the WWTP the week of December 20th due to heavy rains and snow melt. They managed to handle it without any violations or problems. Mr. Earle asked if there was any update on the Auburn Road water tower. Mr. Pickard replied he didn't have anything at this time. He has information that he is still working on. Mr. Earle asked if there was any update on the Fall Street Pump Station that was knocked off its foundation. Mr. Pickard replied Barton & Loguidice looked at it and they are putting together a recommendation. They said the whole building is skewed off the foundation, and therefore, everything from the foundation up should be replaced.

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

Police Chief: Chief Peenstra stated the Board has a copy of his report. He is worked with District Attorney Barry Porsch on obtaining an audio video recording device for interviews. A grant application was submitted, and they were awarded \$5,000.00 so they can start recording audio and video interviews.

Chief Peenstra stated part-time Officer Chuck Lafler resigned as of December 31st, the reason was because he became one of the Town Justices. Mr. Earle asked when can the Chief start looking at candidates on the list for part-time Officers. Chief Peenstra replied they will notify him - it should be within a week or two.

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

Committe Reports:

Mr. DeLelys stated last night, he went and watched Judge Laquidari in Court. He did a good job. He will try to catch one of Judge Lafler's Court days.

Communications:

A motion was made to receive and file Communications numbered 1 to 20 by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays. Communications numbered 1 to 20 are as follows:

1. Pledges of Collateral, April 1, 2011 to November 30, 2013, from Wilmington Trust.
2. Notice to Occupants of Intention to Discontinue Service supplied to Landlord or rental property owner by NYSEG.
3. Certificate of Result of Canvass relative to the Fire District Election from Kim Gribneau, Secretary.
4. Section 504 Compliance Handbook, December 2013, from LRP Publications.
5. Letter from Seneca County Chamber of Commerce relative to concerns regarding potential property value deterioration as it relates to businesses located along the Route 414 corridor.
6. Letter from NYS Office of the Attorney General, Taxpayer Protection Bureau, inclosing check in the amount of \$310.06 which represents distribution of funds from the Attorney General's Settlement with CA, Inc.
7. Letter from NY Municipal Insurance Reciprocal stating no coverage is afforded for defense of Claimant's Article 78 Petition against the Town.
8. Monthly Report for the month of November 2013, as per Town Operating License and Host Community Agreement, from Seneca Meadows, Inc.
9. Checks totaling \$3,299.03 representing Community Center receipts.
10. Checks totaling \$654,363.47 representing copies of Police reports, burial fees, tower rent, Insurance premium payments, tote purchases, restitution, Community Center receipts, Police Dept. auction proceeds, gross utility tax, Town Clerk November report, prior year Insurance refund, Drug Court Clerk reimbursement, and CDBG and HUD payment.
11. Letter from NYS Thruway Authority stating the new term ending date for the SF Canal Improvement Project is December 31, 2014.
12. Letter from Barb Reigel, President, It's a Wonderful Life Committee, thanking the Board for their contribution.
13. Monthly Report of all monies received and disbursed during the months of September, October and November 2013 from Town Supervisor.
14. Checks totaling \$64,752.18 representing gross utility tax, mortgage tax, copies of Police reports and PILOT payment.
15. Checks totaling \$9,741.95 representing gross utility tax and reimbursement for fuel charges.
16. Summary report of Grant Activity as of December 19, 2013 from J. O'Connell & Associates.
17. Copy of letter to Chief Peenstra from NYS Governor's Traffic Safety Committee notifying the Chief that the Seneca Falls Police Department has been awarded \$5,250.00 to participate in the Statewide Police Traffic Services Program.
18. Minutes of the Seneca County Planning Board Meeting of November 14, 2013.
19. Letter from Nicholas Pinto, President, Barton & Loguidice, informing Town their name has changed to Barton & Loguidice, D.P.C. (Design Professional Corporaion).
20. Network News from Cayuga Lake Watershed Network.

Old Business:

Revised Agreement - National Women's Hall of Fame: Mr. Earle stated this was discussed at the last Meeting, and it was mentioned that the Board would like more detail on the maintenance of the proposed parking lot. Mr. Morrell stated the Agreement the Board has included proposals made by their Attorney; however, it does not address the ongoing maintenance of the parking lot that was discussed at the Year-End Meeting. He is still working with their Attorney on this. He added it is laid out that it will be shared equally by the two parties going forward, but there are no specifics as far as how the uses would be controlled, etc.

A motion was made authorizing the Town Supervisor to sign the Agreement with the National Women's Hall of Fame by Emil Bove and seconded by Dave DeLelys. Mr. Earle requested that included in the motion is with the understanding there will be a separate agreement for operation and maintenance of the parking lot.

Mr. Moore asked why this wasn't agreed to already - they knew there was a Meeting tonight, and they want their money. Mr. Morrell replied in the Agreement, there are stipulations that they have to show all the contracts are in place and all the rest of their funding is in place; after that, our money will be released.

The above motion made by Emil Bove and seconded by Dave DeLelys authorizing the Town Supervisor to sign the Agreement with the National Women's Hall of Fame was carried 5 ayes, 0 nays.

Mr. Earle mentioned that authorizing payment to the National Women's Hall of Fame will remain tabled.

New Business:

Authorize Town Supervisor to Invest Town Monies: A motion was made authorizing the Town Supervisor to invest Town monies according to the Investment Policies and State Law by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Delegate and Alternate Delegate - Association of Towns Meeting: A motion was made appointing Supervisor Earle as Delegate at the Association of Towns Meeting by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

A motion was made appointing Patrick Morrell as Alternate Delegate at the Association of Towns Meeting by Don Earle and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Resolution for Undertaking - Crosswalks and Highway Permits: Mr. Wood stated this is an annual permit which allows the Highway Department to work in the State right-of-way when the Town's roads connect to the State highways; the other Permit is for the crosswalks that are downtown. He added the Highway Permit is for one year, and the Crosswalk Permit runs from April 15th to November 1st.

A motion was made authorizing the Highway Superintendent to file an Undertaking for a Highway Work Permit by Dave DeLelys and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

A motion was made authorizing the Highway Superintendent to file an Undertaking for the Crosswalks Permit by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

Purchase Root Cutter/Saw: Mr. Wood stated they are using a circular saw now which is not very efficient. He is looking at one which is made specifically for their Vacom, is adjustable and is propelled by water from the Vacom; it is basically for the storm sewers. He noted the cost is \$3,990.00. Mr. Wood requested another bid, but they never responded.

A motion was made authorizing the Highway Superintendent to purchase a root cutter/saw at a cost not to exceed \$4,000.00 by Duane Moore and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 nays.

Christmas Tree Pickup: Mr. Earle stated the Christmas tree pickup will be the week of January 12th; the Highway Department will make one pass only.

Purchase iPad - Water: Mr. Wood stated when he purchased his iPad, he put the waterpoint network on it. They are now in the process of mapping our water system on an iPad. He would like to purchase another one at a cost of \$579.00 so that Mr. Russo can have one and he has one. Also, he has been doing the UFPO's on it. Mr. Wood said they are going to network them so that anything the Water Crew puts on will go to his iPad. Discussion followed.

A motion was made authorizing the Highway Superintendent to purchase an iPad at the cost of \$579.00 by Emil Bove and seconded by Chad Sanderson. No questions. Motion carried 5 ayes, 0 nays.

WaterPoint Network Plan - Backup & Support: Mr. Wood stated this is a backup plan in case something happens to the iPads. They get the information off the iPads and reload them so that all the information is not lost. Mr. Wood explained more of what the iPad and the program does. Mr. Earle asked if Mr. Wood did any comparison with Apple and this Plan; Apple has iCloud built right into that. Mr. Wood replied they communicate through iCloud; this Plan is for support, maintenance and training and is for three years. After further discussion, Mr. Earle suggested that he contact someone at Apple and see if they can duplicate the services of this Plan; this seems very expensive to him. Mr. Wood said he would contact Apple and WaterPoint Network.

Purchase Fitness Room Equipment: Mr. Spina stated the tread mills have a lot of miles on them, but they can extend those by changing the belts which are due; the cost is \$1,915.83. They would also like to replace the last original piece of equipment that goes back to when the Community Center was opened; this is budgeted. He would like to purchase a lateral X Trainer at a cost of \$5,700.00.

Mr. Morrell stated he reviewed the quote that was provided which indicates it is from the New York State contract so it is the State bid price. He added it doesn't reach the threshold of requiring a public bid process as it is off the State contract.

A motion was made authorizing the purchase of the Fitness Room equipment and belt replacements at a cost not to exceed \$7,500.00 by Chad Sanderson and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

Purchase Pickup Truck: Mr. Spina requested that this be tabled as they were unable to get all the State documents in time for the Meeting.

A motion was made to table action on the purchase of a pickup truck by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 naves.

Quote - Audio System for Meeting Room: Mr. Spina stated this quote is for a system which is portable and can be moved to another location - it's portable and expandable; the cost is \$9,295.00. He added there isn't a lot of companies that do this kind of work, but he did put out requests to four different groups. One person did give a quote on what we would be using, but when he called for an actual quote as to cost, that person said he was too busy and wouldn't be able to do the job. Discussion followed.

A motion was made authorizing the purchase of a sound system as quoted from Applied Audio & Theatre Supply at a cost of \$9,295.00 by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 naves.

Grants Consultation Services - J. O'Connell & Associates: Mr. Earle stated the proposal for services is the same as last year; each quarter is \$10,000.00, for a total of \$40,000.00. Mr. Bove asked if this is consistent with the Procurement Policy. Mr. Morrell replied this is considered professional services and doesn't come under General Municipal Law Section 103. He added this is the same contract that has been used for the past several years with the same Group.

A motion was made authorizing the Town Supervisor to sign the contract with J. O'Connell & Associates for Grants consultation services at a yearly cost of \$40,000.00 by Don Earle and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 naves.

Additional Funding Request - Seneca Museum of Waterways & Industry: Mr. Earle stated the budgeted amount is \$54,636.00; they are requesting \$56,235.00. Mr. Moore asked how did the Board arrive at that figure at the Budget Workshop; Mr. Earle replied the same amount was put in as last year. Mr. Sanderson stated it's always good to listen to a presentation. He doesn't know all the information regarding the whole program. He would like them to make a presentation and show the Board what their whole budget is and the entire cost of the program. Brief discussion followed.

A motion was made authorizing the payment of the budgeted amount of \$54,636.00 to the Seneca Museum of Waterways and Industry by Duane Moore and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 naves.

A motion was made to table action relative to the additional requests made by Seneca Museum of Waterways and Industry until they can give a presentation to the Board by Don Earle and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 naves.

Appoint Town Supervisor Fair Housing Officer: A motion was made appointing Supervisor Don Earle as Fair Housing Officer for the Town by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 naves.

Payment of Bills:

A motion was made by Emil Bove and seconded by Duane Moore to approve and order paid the following bills:
General Fund - \$103,587.69 (Abstract #01) Recreation Fund - \$386.45 (Abstract #01)
Miscellaneous Fund - \$12,512.43 (Abstract #01) Water Fund - \$39,987.29 (Abstract #01)
Highway Fund - \$5,583.94 (Abstract #01) Sewer Fund - \$4,482.76 (Abstract #01)
No questions. Motion carried 5 ayes, 0 naves.

At 8:45 P.M., a motion was made to go into Executive Session regarding a specific personnel issue by Dave DeLelys and seconded by Emil Bove. No questions. Motion carried 5 ayes, 0 naves.

A motion was made to reconvene the regular Meeting at 9:59 P.M. by Emil Bove and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 naves.

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

Meeting adjourned at 10:00 P.M.

Respectfully submitted,

NICALETTA J. GREER
Town Clerk

