

The Seneca Falls Town Board held a Special Meeting on Monday, January 14, 2019 in the Town Hall Meeting Room, 130 Ovid Street.

Present were Supervisor Gregory Lazzaro; Councilmen Vittorio Porretta, Douglas Avery, David DeLelys and Louis Ferrara. Also present were David Foster, Town Attorney; James Spina, Commissioner of Parks & Recreation; Stephanie Holtz, Assessor; James Peterson, Highway Superintendent; Joseph Tullo, Chief WWTP Operator; Lt. Tim Snyder of SF Police Department, Marshall Foster, Network Administrator and Peter Baker of Barton & Loguidice.

Supervisor Lazzaro opened the Special Meeting at 5:00 P.M. A roll call of Board Members was taken and all were present; the Pledge of Allegiance followed.

New Business:

Resolution Introducing Local Law – Cold War Exemption: A motion was made by Greg Lazzaro and seconded by Lou Ferrara to adopt the following resolution:

WHEREAS, the Seneca Falls Town Board, after due deliberation, finds it in the best interests of the Town to schedule a Public Hearing to solicit public comment upon a proposed local law adopting certain benefits under Section 458-b of the NYS Real Property Tax Law authorizing an alternative tax exemption for Cold War Veterans; and

WHEREAS, the Seneca Falls Town Board has reviewed the draft of the aforementioned proposed local law attached hereto and deems it in the Town's best interest to proceed in accordance with the Town Law and the Laws of the State of New York in adopting said local law.

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk be, and she hereby is, directed to schedule a Public Hearing to be held on February 5, 2019 at 5:30 P.M. at the Seneca Falls Town Hall, 130 Ovid Street, Seneca Falls, New York; and be it

FURTHER RESOLVED, that the Town Clerk be and hereby is authorized to forward to the official Town newspaper a Notice of Public Hearing in the form substantially the same as that attached hereto; and be it

FURTHER RESOLVED, that the Town Clerk be and hereby is directed to post a copy of the proposed local law on the Town of Seneca Falls signboard and take any and all other necessary actions to properly bring the aforementioned local law before the Town Board for its consideration; and be it

FURTHER RESOLVED, that the Town Clerk be and hereby is authorized to provide such other notices, if any, as required by law for the adoption of this local law.

Mr. Foster stated the Real Property Tax Law allows any towns, counties, villages that tax or special districts that tax to include Cold War Veterans at their pleasure. Assessor Stephanie Holtz has been very helpful and productive in obtaining documentation from other municipalities that wish to do this. Mr. Foster said that the percentage that the Cold War Veterans would have would be slightly below that which regular Veterans would have during times of war. If they are a disabled Vet, but not during the regular sessions that have been designated for normal Veterans benefits, they would also be able to get their disability rating. The exemption would be 15% of the assessed value of their property, but not to exceed \$40,000.

Mr. Foster mentioned that no town, village or municipality in Seneca County has done this yet – Seneca Falls will be the first. He thanked Mrs. Holtz for meeting with the other Assessors of other Counties and putting together the background and forms. Mr. Foster noted that Section 458-b of the Real Property Tax Law specifies all of the requirements of this. Mr. Lazzaro commented that the local American Legion has been advocating for this, as well as the V.F.W. Brief discussion followed.

A roll call vote was taken on the above motion made by Greg Lazzaro and seconded by Lou Ferrara to adopt the above resolution introducing a local law for Cold War Exemptions:

Supervisor Gregory Lazzaro – Yes
Councilman Vittorio Porretta – Yes
Councilman Douglas Avery – Yes
Councilman David DeLelys – Yes
Councilman Louis Ferrara – Yes

Motion carried 5 ayes, 0 nays.

Resolution Introducing Local Law – Winter Parking & Snow Removal Violations: Mr. Lazzaro stated this is being removed from the Agenda as we still have to write up a resolution. Mr. Foster said the problem he had in doing the resolution is that different people had different feelings about what was going to be done. He needs some consensus as to what everybody wants to do.

Authorize Town Supervisor to sign 2019 Highway Excavation Permit with NYSEG: Mr. Peterson stated every year, the Gas and Electric has to have a permit to install gas services within the Town's right-of-way limits on all the Town roads – this is done every year.

A motion was made by Greg Lazzaro and seconded by Doug Avery authorizing the Town Supervisor to sign the 2019 Highway Excavation Permit with NYSEG. No questions. Motion carried 5 ayes, 0 nays.

Restore New York Grant Closeout (Hall of Fame) – Final Grant Consultation Services Payment: A motion was made to approve the final Grant Consultation Services payment in the amount of \$12,500 to J. O’Connell & Associates for the Restore New York Grant closeout (Hall of Fame) by Greg Lazzaro and seconded by Lou Ferrara. No questions. Motion carried 5 ayes, 0 nays.

Payment of Town/County Tax Bills for Town Property in Fayette: A motion was made to approve payment of Town/County taxes in the amount of \$32,277.22 for Town property located in Fayette by Greg Lazzaro and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Interfund Transfer for Vince’s Park: A motion was made to approve an Interfund transfer in the amount of \$25,000 to Vince’s Park to cover expenses by Greg Lazzaro and seconded by Doug Avery.

Mr. Lazzaro stated in the future, the Board would like up-to-date information on this ahead of time. Mr. Spina stated he and Mr. Korzeniewski met and went through the Budget line item by line item. When looking at the Budget and the revenue coming in, they made a little more than they actually made over the last four years – maybe they cut the Budget down a little too far. Mr. Spina said that he and Mr. Korzeniewski will meet pre-season and then every other week and review the Budget and report to the Committee and Town Board.

Mr. DeLelys mentioned the chlorine going into the pool and said that cost quite a bit of money. Mr. Spina stated the repair and extra chlorine was about \$2,000, and the pool pump didn’t work at the beginning of the season and had to be fixed. He said in the past, they had a Contingency Fund which would cover some of that; that was cut. Mr. DeLelys suggest that maybe a Contingency Fund be put in the next Budget to cover repairs. He thinks the transfer of funds should come out of the third quarter Landfill money.

After further discussion, a motion was made to table action on the transfer of funds to Vince’s Park until the end of the Meeting by Greg Lazzaro and seconded by Lou Ferrara. No questions. Motion carried 5 ayes, 0 nays.

Resolution – Authorize IT Network Administrator to Purchase Diagnostic Package: A motion was made by Greg Lazzaro and seconded by Lou Ferrara to adopt the following resolution:

WHEREAS, the IT Department came into existence without any troubleshooting tools or equipment; and
WHEREAS, there exists a present and future need for such tools to perform troubleshooting operations on the network so as to avoid reliance upon outsourcing costs; and

WHEREAS, the need for such tools and equipment was recognized and approved by the Budget Workshops for the 2019 departmental budget; and

WHEREAS, the roll out of the network upgrade is about to commence and such tools and equipment will be essential to installation and ongoing operation of the system and integral to the server’s performance; and

WHEREAS, one such proprietary tool is a Netscout LR-G2 Kit LinkRunner G2 Smart Network Tester Extended Test Kit which quickly assesses network connectivity as well as other related network performances and its wireless companion, the Netscout AirCheck G2 and accessory package.

NOW, THEREFORE, BE IT RESOLVED, that the Network Administrator, Marshall Foster, is hereby authorized to purchase the aforementioned diagnostic package (LR-G2-ACKG2-CBO) containing the Netscout LR-G2 Kit LinkRunner G2 Smart Network Tester Extended Test Kit and the Netscout AirCheck G2, for the approximate sum of \$6,066.14.

Mr. DeLelys said only one is in the Budget; now he is adding another one. Marshal Foster stated that it was for the original device which was for wired equipment; the second one is for wireless. He added if they are purchased separately, it would be about \$1,200 to \$1,500 more, where if you buy it as a package it would be much less. Mr. DeLelys asked if the money was going to come out of the third quarter Landfill money or the General Fund – money will have to be transferred for this.

Mr. Avery said he understands what Marshall is saying about getting a discount; if the Board said just buy one this year, which would you buy first. Marshall responded that he would purchase wire first. Mr. Foster stated we are about 3-4 weeks out from installation of the new server; we can wait, but you are going to pay more. He added if you are going to use it and you have to have it anyway, why not purchase them and save money.

Mr. DeLelys again asked where the funds were coming from – there is only money for one in the Budget. Mr. Avery asked what was budgeted; the Town Clerk replied \$4,000 is in the IT Budget for Equipment.

A motion was made to table action until after the discussion on third quarter Landfill revenue by Greg Lazzaro and seconded by Lou Ferrara. No questions. Motion carried 5 ayes, 0 nays.

Resolution – IT Network Administrator to Attend Grant Writing Training Conference: A motion was made by Greg Lazzaro and seconded by Lou Ferrara to adopt the following resolution:

WHEREAS, Grant Writing USA, under the auspices of SUNY Oswego Division of Extended Learning, is hosting a Grant Writing Workshop on February 7-8, 2019 at 2 Clinton Square, Syracuse, New York 13202; and WHEREAS, it would be advantageous to the Town of Seneca Falls to have key personnel attend the Workshop so as to maximize opportunities for securing grants in the various departments; and WHEREAS, in the past year, it has become apparent that grants have been available for the Police Department, for the IT Department, and for the infrastructure of water and sewer; and WHEREAS, this year's Grant Writing Workshop is located nearby in Syracuse, New York and would minimize transportation and time off for Town Workers. NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes representatives from the Town to attend the two day Conference in Syracuse, New York at a cost of \$455.00 per person in addition to travel and lodging expense at the uniform rate. Such representatives shall be authorized by the Town Supervisor to attend.

Mr. Lazzaro thinks it's always good that Department Heads learn how to write grants. He would like to see 2-3 other Department Heads attend the Conference so that when grants did come in, they would know how to at least begin the grant writing process. He mentioned that right now, we are floundering in that area. Mr. Lazzaro said when you hire specific grant writers, there is usually a charge upfront.

Mr. Ferrara stated the Board has bigger discussions with the money and what to do with it. He suggested looking at the bigger issues and start whittling it down and see what is left. Mr. Ferrara stated as far as grant writing, he would like to go in the direction of trying to find a grant writer that the Board could agree on and who will aggressively go after grants. He thinks the Board owes it to the Town instead of spinning wheels.

A motion was made to table action until after discussion of the third quarter Landfill revenue by Lou Ferrara and seconded by Greg Lazzaro. No questions. Motion carried 5 ayes, 0 nays.

Discussion Regarding Third Quarter Landfill Revenue: Mr. Ferrara stated everybody is aware of infrastructure needs. He displayed photographs that showed a buildup of corrosion inside some of the pipes, and said, to him, sending water through those pipes is unacceptable. He believes the Board should have a priority list from most important to least important, and work from that. Mr. Ferrara mentioned some of the areas with water/sewer issues, such as the watermain break on Fall Street near Gould Pumps. He had a \$692,000 wish list for water/sewer upgrades which he said are "must have". Some of the areas are: under the Creek on Route 89 that needs to be addressed – cost \$114,000; Lake Road Spur hydrant for fire protection - \$33,000; Toledo Street needs watermain - \$217,000; Water Plant's disinfection system needs to be updated - \$200,000. Mr. Ferrara said the backup generator is a must have; Mr. Tullo noted it's in the Budget. He said these are things that need to be addressed.

Mr. Lazzaro stated he thinks the urgency has been here for the last few years. The Board has had an aggressive approach to infrastructure repair, and he thinks the Board needs to move that aggressiveness up a bit. He added our infrastructure, in places, is pre-1900 – we have to get it fixed.

Mr. Porretta asked what the reserves are in the Water and Sewer Fund. Mrs. Warfel replied the Sewer Reserve is \$432,000. Mr. Porretta asked if some of that money can be used to address some of the situations that Mr. Ferrara talked about. Mrs. Warfel responded that these projects are in addition to the \$3 million project that Barton & Loguidice is currently working on. The \$432,000 Reserve was to be used for this project. She added the funds could be used in the interim for the projects that Mr. Ferrara wants done if they are in the Sewer Fund. Mr. Baker talked about some of the projects, such as the Kingdom Road project which was paid for with sewer rates. He mentioned that they will be pursuing grants for the Water Treatment Plant this year through EFC or Rural Development. Lengthy discussion followed.

Mrs. Warfel stated in addition to the work that Mr. Tullo budgets for, we have been budgeting an additional \$692,000 for work in the Water. At the end of this year, when she has everything up-to-date, we can see where we actually stand; there is money in the Budget to do these things that we have to do now – take it from the \$692,000 and put it to where it needs to go. Mr. Porretta asked if \$500,000 was taken from the General Fund and put towards some of these projects, will our bond rating go down. Mrs. Warfel said she is not sure if there is \$500,000 to take out of the General Fund. She added if cash on hand in the General Fund continues to go down, that will affect our bond rating.

Mr. Ferrara said his final question is – what on the list needs to be done tomorrow. Mr. Tullo stated Toledo Street needs to be done, but the other things must be done; Mr. Ferrara said take \$217,000 out for Toledo Street. Mr. Tullo stated the filter media needs to be done before the algae blooming season. Mr. Lazzaro asked if decisions are to be made tonight, or motions written and presented at the February Meeting. Mr. Ferrara said he thinks the Board has heard and seen enough to make a determination – take out what is not critical and make a stand tonight as to what we are going to do. Mr. Avery said before we make a decision tonight, the Board decided in the past year that the best practice has been resolutions on everything.

Mr. Porretta asked how long would it take to close the books so that the Board knows where they are at; Mrs.

Warfel replied that she would like to be caught up by the February Meeting. She added she cannot close October without putting some money in the Vince's Park Fund. Mr. Tullo mentioned that they are all a must, but Route 89 has to have a decision so that it can be put out for bid at the February Meeting. Mrs. Warfel stated between now and February, because the Budget does have \$692,000 in it for other projects in water, we can move the money from that to do these projects that need to be done right now.

Mr. Avery stated he approaches this in a different way, not thinking just about the third quarter revenue, but what to do with the landfill revenue as a whole now that the Board removed it from the tax revenue. First thing is to pay the bills – he spoke specifically about Vince's Park. He said it would make sense to take \$25,000 from the landfill revenue. He strongly urged the Board to re-visit the proposal to hire a professional Economic Developer to work for us aggressively, looking at economic development.

Mr. Avery said he would like to move for infrastructure, too - get those things done that have to be done first, then get to the point where we can plan for the future. He added long term, we need to move to the point where we can set money aside and plan how we are going to do long-term improvements. Further discussion followed.

Mr. Ferrara mentioned the Seneca Falls Historical Society and said they are in need of \$15,000 – very critical. He thinks the Board needs to pick out what is the most critical and work its way down as a Town as to what we feel needs our attention and our money. He suggested transferring funds so that Mrs. Warfel can close her books, and said he will be doing resolutions for the must have items that need to be taken care of for the February Meeting.

A motion was made to transfer \$25,000 from the landfill revenue to Vince's Park to cover the remaining expenses for 2018 by Lou Ferrara and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to transfer \$2,500 to the IT Network Administrator's line item for Equipment, and authorize the purchase of the diagnostic package containing the Netscout LR-G2 Kit LinkRunner G2 Smart Network Tester Extended Test Kit and the Netscout AirCheck G2, for the approximate sum of \$6,066.14, as stated in the above Resolution for IT Troubleshooting Network Equipment, by Lou Ferrara and seconded by Dave DeLelys. No questions. Motion carried 5 ayes, 0 nays.

Mr. Ferrara referred to the resolution authorizing attendance at Grant Writing Training Conference, and asked who would that be for. Marshall replied for his department – it's a general grant writing course; it's open to anybody else. Mr. Lazzaro said he feels other department heads should attend the training. Mr. Ferrara stated Jean O'Connell was working on grants, and Barton & Loguidice is working on grants. He feels the Board needs a professional now that can go after grants aggressively. After discussion, Mr. Ferrara suggested putting it out as an RFP. Mr. Lazzaro said we will get the RFP out and approve it at the next Meeting.

Mr. Lazzaro made the recommendation that up to three Department Heads and Mrs. DeVay attend the Grant Writing Conference if they choose to. He asked where would the money come from; Mrs. Warfel replied there is \$200,000 in the Contingency Fund – money can be transferred from Contingency to Education. Mr. Avery asked what the expenses would be other than tuition; Mr. Foster replied it's a two-day course, and they are expected to stay one night. It would also be two days per diem for meals plus mileage. Mr. Spina said if someone is unable to go to this Conference but there was another one later, is this something that someone can do later. Mr. Lazzaro replied yes – he would not have a problem with that but the Board we need another resolution.

A motion was made authorizing up to three Department Heads and Mrs. DeVay to attend the Grant Writing Training Conference at a cost not to exceed \$3,000, expenditure to be taken out of the Contingency Fund, by Greg Lazzaro and seconded by Doug Avery. No questions. Motion carried 5 ayes, 0 nays.

Mr. Ferrara asked if we are still putting out an RFP for a Grant Writer; Mr. Lazzaro replied yes.

Being there was no further business, a motion was made to adjourn the Meeting by Doug Avery and seconded by Greg Lazzaro. No questions. Motion carried 5 ayes, 0 nays.

Meeting adjourned at 6:40 P.M.

Respectfully submitted,

NICALETTA J. GREER
Town Clerk

