

The Seneca Falls Town Board held a Special Meeting and Budget Workshop on Monday, October 17, 2022 in the Town Hall Meeting Room, 130 Ovid Street, Seneca Falls.

Present were Supervisor Michael Ferrara; Councilperson Frank Sinicropi, Dawn Dyson and Kaitlyn Laskoski. Also present were Jeremy Wendt, Interim Highway Superintendent; Joseph Tullo, Chief Water/Sewer Operator and Peter Soscia, Town Manager.

Supervisor Ferrara opened the Special Meeting/Budget Workshop at 6:00 P.M. A roll call of Board Members was taken and Councilman Churchill was absent from the Meeting. The Pledge of Allegiance followed.

Set Public Hearing - CDBG /Economic Development Grant: A motion was made by Michael Ferrara and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, Town of Seneca Falls, Seneca County, supports the submission of a 2022 Consolidated Funding Application (CFA) for a CDBG Microenterprise Assistance Program (MAP) grant of \$210,000 on behalf of the Town; and

WHEREAS, New York State Office of Community Renewal (NYS OCR) is soliciting applications through the CFA from eligible towns to support the startup and growth of small businesses with fewer than 5 employees, particularly those that are owned by or that will create new jobs for low and moderate income (LMI) individuals; and

WHEREAS, the Town of Seneca Falls was recognized as a Downtown Revitalization Initiative community in 2019, and maintains a federal and state recognized historic central business district, with acres of historic architectural assets, shopping, services, and recreational amenities; and

WHEREAS, if funding is received it will allow the Town of Seneca Falls to establish a grant program providing financial support and technical assistance for the start-up or growth of small businesses seeking to locate in the area of the central business district, further advancing existing and ongoing revitalization strategies; and

WHEREAS, the funding agency requires a Public Hearing be held to collect citizen feedback on the community and economic development needs of the Town of Seneca Falls and the proposed program prior to submission of said application.

BE IT FURTHER RESOLVED, that a Public Hearing be held on November 1, 2022 at 6:00 P.M. pursuant to New York State Open Meetings Law and the requirements of NS OCR concerning the proposed application for CDBG Economic Development grant funding submitted herewith.

No questions. Motion carried 4 ayes, 0 nays.

Repair Concrete Base for Fall Street Lamp Post: A motion was made by Frank Sinicropi and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, the Town of Seneca Falls is responsible for the decorative street lighting on Fall Street; and

WHEREAS, there is a material deficiency requiring immediate remedy on the concrete mounting base of the light at the corner of State Street and Fall Street.

NOW, THEREFORE, BE IT RESOLVED, the Town of Seneca Falls should transfer funds from line item A1990.400 to A5410.401 in the amount of \$5,500; and

BE IT FURTHER RESOLVED, the Town of Seneca Falls Town Board shall authorize DiGeorge Construction Services to perform the repair of the concrete base for the sum of \$5,500 using funds from account A5410.401.

Mr. Ferrara stated an ornamental lamp fell on a resident's vehicle. The Highway Department went around town checking all the ornamental lights, and this is when some of those things were discovered. He added the Town's Insurance Company is not paying for the damages; it's based on municipal law.

The above motion made by Frank Sinicropi and seconded by Dawn Dyson to repair the concrete base for a Fall Street lamp post was carried 4 ayes, 0 nays.

Highway Department – Purchase Steam Pressure Washers: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Town-owned pressure washing equipment is exhibiting signs of declining functionality; and

WHEREAS, the current equipment has exceeded its rated useful lifespan.

NOW, THEREFORE, BE IT RESOLVED, the Town of Seneca Falls should transfer funds from account A5132.403 in the amount of \$7,000 to account DA 5130.411; and

BE IT FURTHER RESOLVED, the Town of Seneca Falls should transfer funds from DA5130.410 in the amount of \$5,000 to account DA5130.411; and

BE IT FURTHER RESOLVED, the Town of Seneca Falls should transfer funds from account A8140.200 in the amount of \$2,500 to account DA5130.411; and

BE IT FURTHER RESOLVED, the Town of Seneca Falls should authorize the purchase of two new steam/pressure washing units complete with accessories for the cost of \$16,300 with funds from account DA5130.411.

No questions. Motion carried 4 ayes, 0 nays.

Authorize Supervisor to Sign Contract for Accounting Services: A motion was made by Frank Sinicropi and seconded by Michael Ferrara to adopt the following resolution:

WHEREAS, the Town of Seneca Falls needs to reconcile the monthly books from January-October of 2022; and WHEREAS, ProNexus Accounting Services will begin the work ASAP for a cost not to exceed \$18,000.

THEREFORE, BE IT RESOLVED, the Town Board of Seneca Falls authorizes the Town Supervisor to sign an engagement letter with ProNexus Accounting Services not to exceed \$18,000 for these services.

Mrs. Dyson said she thinks \$18,000 is a lot of money – is this the only place we checked. Mr. Ferrara replied they checked with local accounting firms, but they don't do municipal accounting. He talked with the Bonadio Group, and they recommended this Firm, not to exceed \$18,000. He added based on conversation with them, it should not be difficult to do this task. Mrs. Dyson asked how long will it take; Mr. Ferrara replied he didn't know – they have to give them access to Williamson Law. Mrs. Dyson said once it is done, it goes back to Miss Wright or do they stay on. Mr. Ferrara said it goes back to Miss Wright – it's something the Board can talk about.

The above motion made by Frank Sinicropi and seconded by Michael Ferrara to adopt the above resolution authorizing the Supervisor to sign an engagement letter with ProNexus was carried 4 ayes, 0 nays.

A motion was made to adjourn the Special Meeting at 6:15 P.M. by Dawn Dyson and seconded by Kaitlyn Laskoski. No questions. Motion carried 4 ayes, 0 nays.

#### Budget Workshop:

Mr. Soscia stated he took the changes that were requested last week, and it summed out to about \$500,000 in reduced appropriations - \$300,000 for Sidewalks, \$150,000 for North Seneca Ambulance and \$30,000 for IT Personnel. There was funding for two Water Clerks and we only have one, so he took one out. Mr. Ferrara added they took out \$20,000 for the Block Building. Mr. Soscia said he moved the money in legal fees to Contingency. He added they received some information on CHIPS. We were only budgeting about one-half of the money received from CHIPS; the revenue has increased to about \$600,000, up about \$300,000. Mr. Soscia noted we can spend \$600,000 of CHIPS funding and get 100% back.

Mr. Soscia stated he was able to do another calculation, lowering the tax rate to \$10.02 which it was last year. It's about \$100,000-\$200,000 going into expenses. He noted we have to spend more of the tax stabilization reserve fund. He mentioned that we also have \$300,000 in the Insurance fund for HRAs which will probably never be spent. He talked about maybe putting it in a reserve fund as we have to have it. There was about \$200,000 that was taken out of the capital Highway reserve fund for a vehicle which we didn't get. Mr. Soscia said with all of the Highway, Water and Sewer added in, and including raises for employees, with the same tax rate as last year, we will virtually break even. He commended all the Department Heads for doing a great job.

Mr. Ferrara stated something in the Budget which the Board needs to make a decision on tonight – he has been dealing with Verizon to retrofit all of the Town vehicles with GPS so you actually know where all of the vehicles are. He added it's an accountability thing, but more important, it's a safety thing. The monthly fee is \$14.90 per vehicle, total of about \$36,000. He noted all of the Police vehicles already have it; it's for Parks & Recreation, Water and Sewer and Highway. Mr. Soscia said he put it in two places – the Parks & Rec and Highway budgets.

Mr. Ferrara said he had Mr. Soscia take out the contribution for the Ludovico Sculpture Trail. He added they took out the \$300,000 for sidewalks. We can put an 'x' amount of dollars into the Sidewalk Rehab Program to boost the amount reimbursed. Mr. Sinicropi said we can put \$1 million in reserves for sidewalks and it won't have any effect on the tax rate. After discussion, Mr. Ferrara said that he and Mr. Soscia will revisit this.

#### Highway

Mr. Soscia mentioned that the one expense that will be taxpayer funded is the \$300,000 to do one-half of Seneca Manor if we pave it. The \$300,000 would be Town money over and above the CHIPS money. Mr. Sinicropi asked what roads does Mr. Wendt plan on doing next year. Mr. Wendt replied Garden Street Extension; Park Place and Seneca Manor. Brief discussion followed relative to the cost of doing the roads.

Mr. Sinicropi asked if he was buying a truck this year. Mr. Wendt replied the truck that was supposed to come this year is not coming for 1 ½ years. He added they are buying a smaller truck and a pickup truck; the truck that will be retired will be passed down to the Parks & Rec. After discussion, Mr. Ferrara stated keep the money in the Budget – the Budget is already down to where there will be a zero increase. He added if the money isn't used, it can be encumbered for things down the road. Mr. Ferrara requested that Mr. Wendt make a decision

on what streets he plans on doing other than Garden Street Extension – it should be his recommendation.

#### Water/Sewer

Mr. Soscia stated \$30,000 was put in the Water and Sewer budgets for the transfer of a person from the Highway Department. Mr. Tullo put \$20,000 in the Water Fund to fund hydrant replacements. Mr. Tullo said they want to replace five of the old, original hydrants around town. Mr. Sinicropi asked if we own the hydrants at the College. Mr. Tullo replied they own the hydrants – they pay for the water used.

Mr. Ferrara said one of the concerns of the Board – employees will get a 5% increase, but they want to get rid of coming to the Board for salary increases and moving up in the Matrix during the year. He knows it happens when people are getting licenses, etc. He asked Mr. Tullo if he foresees that happening next year. Mr. Tullo said yes, they put into the budget possible raises. Mrs. Dyson asked if they were taking classes. Mr. Tullo replied there is something in the Budget for some classes. Mr. Sinicropi asked about the \$8,700 in the Budget; Mr. Tullo replied the \$8,700 is for the CDLA. Mr. Sinicropi said \$8,500 is for Class A; do we need a Class A; Mr. Tullo replied yes.

After discussion relative to salary increases throughout the year, Mr. Ferrara said one answer would be that the Board can pass a policy stating that in the instance of promotions, no promotions will be compensated until January of the following year. Mr. Tullo said he sees it as justifiable when you reach a milestone.

Mr. Sinicropi asked if everybody is going to get a Class A license; Mr. Tullo replied one person has it and they will send the other person after the first of the year – it's a new law. The Federal Government said all CDLs have to have the certified course. A discussion was had regarding that maybe an agreement can be drawn up stating if an employee leaves, they have to pay the Town back if they don't stay for so many years.

Mr. Soscia said there are two expenditures that are new in the Sewer Fund for the Board's consideration. There is a request for \$125,000 to install a new pump station in front of the Community Center, and a \$128,000 increase to purchase spare pump parts. Discussion followed.

Mr. Sinicropi asked about the \$70,000 for a full-time person. Mr. Soscia replied that is Mr. Varricchio – he wasn't in last year's Budget. Mr. Tullo said the pickup truck was cancelled, and they had to reorder. The dump truck still isn't in. He asked Mr. Varricchio to see if there was a dump truck on another lot; it's in the Budget this year. Mr. Tullo said they will try and find a dump truck and hopefully bring it to the Board in November. Mr. Ferrara said he doesn't know if the Board can do that – it's a question for Mr. Morrell. Mr. Tullo replied we can as long as we have multiple bids and follow the Procurement Policy. Lengthy discussion followed.

The Town Clerk mentioned that Elected Officials' salaries have to be published with the Notice of Hearing on the Budget, so the Board has to decide on increases for Elected Officials. It was decided Elected Officials will receive a 5% increase with the exception of the Supervisor who will not get an increase.

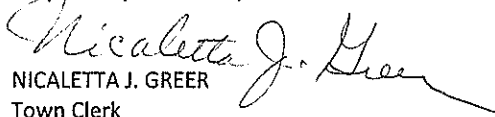
#### Zoning

Discussion relative to making the Zoning Officer full time. Mr. Ferrara said he talked to Mr. Porcelli and the Town Clerk talked to him. His recommendation is to leave the Deputy Zoning Officer in place and make Mr. Porcelli full time. The Town Clerk had a discussion with Mr. Porcelli; if her position is left in the Budget, she will train Mr. Porcelli. Mrs. Dyson said don't make him full time – we have two people now. Mr. Ferrara stated Mrs. Rose is only there six months and she is on the road. Mrs. Laskoski said she thinks it's going to be more time consuming. Mr. Soscia said in conversations with Mr. Porcelli, he is anticipating what's coming with DRI and other economic developments and stresses that he won't have enough time. He added we are paying him 30 hours now and benefits, so it's not that much more money. After brief discussion, the Board voted three ayes, one nay to make the Zoning Officer full time; Mrs. Dyson voted no because she feels we don't need a full time Zoning Officer next year – maybe the year after.

Being there was no further business, a motion was made to adjourn the Budget Workshop by Dawn Dyson and seconded by Frank Sinicropi. No questions. Motion carried 4 ayes, 0 nays.

Meeting adjourned at 7:14 P.M.

Respectfully submitted,

  
NICALETTA J. GREER  
Town Clerk

