



Town of Seneca Falls

Town Supervisor
Michael J. Ferrara

Council Members
Steve Churchill
Dawn Dyson
Kaitlyn Laskoski
Frank Sinicropi

AGENDA

Town Supervisor Ferrara and the members of the Town Board would like to welcome you to Town Hall for this monthly business meeting. If you have come to speak during the meeting, the following information will be helpful to you. When you are recognized by the Town Supervisor, please approach the podium, state your name and address for the record and speak directly into the microphone. The Board is pleased to hear relevant comments that pertain to Town government, however, a 3-5 minute limit is set to allow for all of the meeting's business to be conducted. Also, please remember to silence your phones. Requests for accommodations for individuals with disabilities may be made with advanced notice of at least three work days prior to the meeting by calling (315) 568-8013, Option 1, or e-mailing ngreer@senecafalls.com. As much advance notice as possible is needed to assure that appropriate services can be acquired. Thank you for your interest in Town Government.

REGULAR MEETING March 7, 2023

1. REGULAR MEETING
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Petitioners
 - a. Harriet Haynes – Seneca Co. Agricultural District #8
 - D. Privilege of the Floor
2. APPROVAL OF MINUTES
 - A. Public Hearing & Regular Monthly Meeting – February 7, 2023
3. COMMUNICATIONS
4. OLD BUSINESS
 - A. Sale of Town Property
 - B. Resolution – Purchase Software License to Track Short Term Rental Property Usage
5. NEW BUSINESS
 - A. Approval of Special Events
 - B. Highway Resolution – Declare Items Surplus & Sell on Auctions International
 - C. Resolution – Transfer Funds to Manhole Project.
 - D. Approve Release of Budgeted Contribution – It's a Wonderful Life Museum
 - E. W/S Resolution – Purchase Chemical Circulation Pump
 - F. W/S Resolution – Install New Roof on Drying Beds
 - G. Contract with Lyons National Bank – Payment Collection Service for Water/Sewer Utility
 - H. Resolution – Town's Contribution Towards Employees' Dental Insurance Coverage
 - I. W/S Resolution – Award Bid – Manhole Rehabilitation Project
 - J. Approve Release of Budgeted Contribution – SF Community Band
 - K. Resolution – Set Public Hearing – Proposed Local Law – Lot Line Adjustment

- L. Resolution – Ban Disposal of Hazardous/Toxic Waste from East Palestine Train Derailment
- M. SF Parks & Recreation Resolution – Drinking Fountain Installation
- N. SF Parks & Recreation Resolution – Remedial Roof Repairs
- O. Establish Standard Work Day for Elected Officials
- P. Any Other New Business
- Q. Water/Sewer/Pool Credits
- R. Executive Session

6. PAYMENT OF BILLS

7. SPECIAL ORDER OF THE DAY

TOWN OF SENECA FALLS
CHAPTER 255 SUBDIVISION OF LAND
ADMINISTRATIVE LOT LINE ADJUSTMENTS

SEQR RESOLUTION
INTENT TO BE LEAD AGENCY

WHEREAS, the Town of Seneca Falls Town Board (hereinafter referred to as "Town Board") has reviewed the New York State Environmental Quality Review Act ("SEQRA") Full Environmental Assessment Form ("EAF") Part 1, prepared by the MRB Group (hereinafter referred to as "Town Engineer") on the above-referenced Town of Seneca Falls "Local Law Amending Seneca Falls Town Code, Chapter 255 - Subdivision of Land: Administrative Lot Line Adjustments" local law is being introduced to the Town of Seneca Falls Town Board (hereinafter referred to as "Action"); and

WHEREAS, the Town Board determines that said Action is subject to review by other Interested agencies under the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to interested agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Town Engineer has prepared and submitted the standard Town Project SEQR Lead Agency Coordination Letter, a list of Interested Agencies; and

WHEREAS, there are no identified Involved Agencies for this project, only Interested Agencies which include the following: Seneca County Planning Board, Town of Seneca Falls Planning Board, Town of Tyre Town Board, Town of Waterloo Town Board, Town of Fayette Town Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby classify the proposed Action as a Type I Action as is further defined under Part 617.5 of the State Environmental Quality Review (SEQR) Regulations.

BE IT FURTHER RESOLVED that the Town Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Town Supervisor to sign and date the Full EAF Part 1.

BE IT FURTHER RESOLVED, that the Town Engineer is directed to provide notice hereof to the above listed interested agencies, seeking a response in writing on or before noon on **Monday, April 10, 2023**.

Motion made by Member: _____ Seconded by Member: _____

Michael J. Ferrara -
Steve Churchill -
Dawn Dyson -
Kaitlyn Laskosi -
Frank Sinicropi -

Dated: Tuesday, March 7, 2023

The above Resolution was duly adopted on March 7, 2023 by the Town of Seneca Falls Town Board.

Nicaletta Greer, Seneca Falls Town Clerk
Town of Seneca Falls

TOWN OF SENECA FALLS

RESOLUTION AUTHORIZING THE AWARD OF FALL STREET/WEST BAYARD STREET/EAST BAYARD STREET/OVID STREET SANITARY MANHOLE REHABILITATION PROJECT

At the Town of Seneca Falls Town Board Meeting, held on March 7, 2023, the following resolution was adopted by the Town Board.

WHEREAS, the Town of Seneca Falls (Town) is the owner of the Fall Street/West Bayard Street/East Bayard Street/Ovid Street Sanitary Manhole Rehabilitation Project (“Project”); and

WHEREAS, pursuant to New York State Municipal Law, bids for Contract No. 1 – 2022 Manhole Rehabilitation were received, publicly opened and read aloud on January 31, 2023 at the Town Hall, 130 Ovid Street, Seneca Falls, NY 13148; and

WHEREAS, the Town’s Engineering Consultant, Barton & Loguidice, D.P.C. (B&L), tabulated and analyzed the bids received, and by letter dated March 2, 2023, has recommended award of the Town of Seneca Falls Fall Street/West Bayard Street/East Bayard Street/Ovid Street Sanitary Manhole Rehabilitation Project as follows:

1. Contract No. 1 – 2022 Manhole Rehabilitation

NOW, THEREFORE, BE IT RESOLVED that based on the recommendation of B&L, the Town of Seneca Falls Town Board hereby awards the Town of Seneca Falls Fall Street/West Bayard Street/East Bayard Street/Ovid Street Sanitary Manhole Rehabilitation Project as follows:

1. Contract No. 1 – 2022 Manhole Rehabilitation to Grant Street Construction, Inc. for the Bid in the amount of \$273,910.00;

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

WHEREFORE, the foregoing Resolution was put to a vote of the members of the Town Board of the Town of Seneca Falls by a motion from _____ and seconded by _____ on March 7, 2023, the result of which vote was as follows:

	<u>Ayes</u>	<u>Nays</u>
<u>Absent</u>		

DATED: March 7, 2023

I hereby certify that this resolution was adopted on March 3, 2023 and is recorded in the Meeting Minutes of the Town of Seneca Falls Town Board.

Town Clerk _____



Office of Zoning & Code Enforcement
TOWN OF SENECA FALLS

DATE: March 7, 2023

**RESOLUTION TO TRANSFER \$150,000 Sewer Project
Account G8120.204 FOR MANHOLE PROJECT**

Budgeted Item

WHEREAS, the Town Board of Seneca Falls has approved the replacement and repair of Thirty (30) manholes located mainly on Fall, Ovid, and Bayard's Streets and;

WHEREAS, the RFP resulted in the lowest bidder to replace only seven (7) manholes for the \$150,000.00 allocated in the 2023 Budget (G8120.212), and;

WHEREAS, the cost of the entire project of 30 manholes will be approximately \$280,000, and;

WHEREAS, the 2023 Budget appropriated \$365,000, (G8120.204) for non-reserved sewer projects;

NOW THEREFORE, BE IT RESOLVED, to improve capital account financial management the Town Board of Seneca Falls approves the transfer of \$150,000.00 from line item G8120.212 to line item G8120.204 to complete the entire Manhole Replacement Project.

Motioned by _____ Seconded by _____

TOWN BOARD	AYES	NAYES
Councilman Churchill		
Councilwoman Dyson		
Councilwoman Laskoski		
Councilman Sinicropi		
Supervisor Ferrara		
Carried and Adopted		



Office of Zoning & Code Enforcement
TOWN OF SENECA FALLS

DATE: March 7, 2023

**RESOLUTION TO PAY 25% of Town of Seneca Falls Employees
Optional Dental Insurance**

Budgeted Item

WHEREAS, the Town Board of Seneca Falls offers its employees and their dependents dental insurance from Excellus and MetLife, and;

WHEREAS, These policies are underwritten as a group policy, and;

WHEREAS, the insurance providers have informed the Town that they cannot provide group insurance without a minimum 25% contribution from employers.

NOW THEREFORE, BE IT RESOLVED, The Town of Seneca Falls will contribute 25% of the premium for employees' dental insurance coverage.

Motioned by _____ Seconded by _____

TOWN BOARD	AYES	NAYES
Councilman Churchill		
Councilwoman Dyson		
Councilwoman Laskoski		
Councilman Sinicropi		
Supervisor Ferrara		
Carried and Adopted		



TOWN OF SENECA FALLS

Dated: March 6, 2023

CONTRACT WITH FIVE STAR BANK TO OPERATE LOCK BOX BILL PAYMENT COLLECTION SERVICES FOR THE TOWN OF SENECA FALLS WATER AND SEWER UTILITY

WHEREAS, The Town of Seneca Falls currently employs a system of manual processes in the Water and Sewer office to collect receipt of payments for Water and Sewer Service; and

WHEREAS, these services are delivered for 4,300 clients and process approximately 15,000 unique bill per year; and

WHEREAS, This process consumes at least 50% of a Town employee; and

WHEREAS, The manual nature of this process also increases the expense of accounting and finance operations for the town; and

WHEREAS, Contracting with Five Star Bank to receive payments for Water and Sewer Bills will costs approximately \$5,500 per year; and

WHEREAS, Contracting for these services with Five Star Bank will significantly improve customer service levels and reduce expenses to the town; and

NOW THEREFORE, BE IT RESOLVED, that the Town of Seneca Falls shall purchase monthly lockbox service from Five Star Bank in accordance with the attached contract; and

NOW THEREFORE, BE IT FURTHER RESOLVED, The Town of Seneca Falls shall begin transition to this service beginning on April 1 2023 and complete the transition to use Five Star Bank's lockbox service and branch locations as the exclusive physical payment method for Town of Seneca Falls water and sewer bills.

Motioned by _____

Seconded by _____

TOWN BOARD	AYES	NAYES
Councilman Churchill		
Councilwoman Dyson		
Councilwoman Laskoski		
Councilman Sinicropi		
Supervisor Ferrara		
Carried and Adopted		