

The Seneca Falls Town Board held a regular monthly Meeting on Tuesday, February 7, 2023 in the Town Hall Meeting Room. 130 Ovid Street, Seneca Falls.

Present were Supervisor Michael Ferrara; Councilpersons Frank Sinicropi, Steven Churchill, Dawn Dyson and Kaitlyn Laskoski. Also present were Patrick Morrell, Attorney for the Town; Peter Soscia, Town Manager; Peter Porcelli, Zoning Officer; Deborah VonWald, Assessor; Jeremy Wendt, Interim Highway Superintendent; Joseph Tullo, Chief WWTP Operator; Timothy Snyder, Interim Police Chief; Mary Jones, Interim Recreation Director and Lesen Gleason, Town Engineer.

Public Hearing – Proposed Local Law #1-2023 – Alternate Members of Boards: A motion was made to open the Public Hearing relative to proposed Local Law #1 – 2023, Alternate Members of Boards, by Dawn Dyson and seconded by Kaitlyn Laskoski. No questions. Motion carried 5 ayes, 0 nays.

Mr. Morrell stated the Town Code currently provides for Alternate Members to be appointed in situations to act at a Board Meeting. The proposed Local Law expands the ability for their appointment. Currently, it's limited to only situations where they do not have a quorum; the proposed Local Law allows their appointment any time a Board Member is missing. Mr. Morrell said it provides Alternate Board Members the ability to gain some experience, and the ability to participate. He added it also gives the Applicants the ability to have their applications considered by a full Board.

Mr. Ferrara asked if anyone from the Public would like to speak. Since there were no comments from the Public, a motion was made to close the Public Hearing at 6:10 P.M. by Dawn Dyson and seconded by Kaitlyn Laskoski. No questions. Motion carried 5 ayes, 0 nays.

Supervisor Ferrara opened the regular monthly Meeting at 6:10 P.M. A roll call of Board Members was taken and all were present; the Pledge of Allegiance followed.

SFPD Resolutions – Backfill Two Vacant Full Time Police Officer Positions: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, during the January 3, 2023 regularly scheduled Town Board Meeting, the Town Board approved the resignation of Sergeant Eric Davids; and

WHEREAS, since the January Board Meeting, the Seneca Falls Police Department has been actively recruiting, interviewing and conducting background investigations for the vacant Police Officer position; and

WHEREAS, upon completion of the hiring process, it is the recommendation of the Police Chief, Public Safety Committee and Personnel Committee to backfill this vacant position with Humberto Flores.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accept backfilling the vacant full time Police Officer position with Humberto J. Flores III at the contractual hourly rate of \$24.71, and to authorize the tuition amount of \$4,000 to be paid to the Finger Lakes Law Enforcement Police Academy. The funds are budgeted and will come out of A3120.408 Education.

Police Recruit Flores will begin work on March 6, 2023 at the Finger Lakes Law Enforcement Policy Academy, and is anticipated to graduate and begin field training at the Seneca Falls Police Department October 11, 2023. No questions. Motion carried 5 ayes, 0 nays.

A motion was made by Frank Sinicropi and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, during the December 6, 2022 regularly scheduled Town Board Meeting, the Town Board approved the resignation of Sergeant Sebastiano Gentile; and

WHEREAS, since the December 6, Board Meeting, the Seneca Falls Police Department has been actively recruiting, interviewing and conducting background investigations for the vacant Police Officer position; and

WHEREAS, upon completion of the hiring process, it is the recommendation of the Police Chief, Public Safety Committee and Personnel Committee to backfill this vacant position with Mitchell Mestan.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accept backfilling the vacant full time Police Officer

position with Mitchell Mestan at the contractual hourly rate of \$24.71, and to authorize the tuition amount of \$4,000 to be paid to the Finger Lakes Law Enforcement Police Academy. The funds are budgeted and will come out of A3120.408 Education.

Police Recruit Mestan will begin work on March 20, 2023 at the Finger Lakes Law Enforcement Police Academy, and is anticipated to graduate and begin field training at the Seneca Falls Police Department October 11, 2023. No questions. Motion carried 5 ayes, 0 nays.

Mr. Ferrara and the Town Board congratulated Police Recruits Flores and Mestan, and the Oath of Office was given by the Town Clerk to each Recruit.

Open Bids – Heavy Equipment Rental: Mr. Ferrara stated one sealed bid was received which is as follows:
DiGeorge Construction Services, LLC, 3347 Colgrove Road, Canastota, NY

Open Bids – Tree/Stump Removal: Mr. Ferrara proceeded to open the one sealed bid that was received which is as follows:

Lumbermac Tree Service, 8 Flint Street, Phelps, NY

Mr. Ferrara stated both bids will be reviewed by Mr. Morrell; action will be taken later in the Meeting.

Petitioners:

Michael Osterhout: Michael Osterhout of Waterloo stated he is here as a former employee of the Highway Department. Mr. Ferrara asked if this was going to be a Personnel issue – he is not going to discuss anyone, personnel-wise. Mr. Osterhout replied maybe just one. Mr. Ferrara said a personnel issue would be something to be discussed in Executive Session.

At 6:13 P.M., a motion was made to go into Executive Session to discuss a personnel issue by Frank Sinicropi and seconded by Michael Ferrara. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to reconvene the regular monthly Meeting at 6:24 P.M. by Kaitlyn Laskoski and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Doug McMillen: Doug McMillen of Seneca Falls stated he is not concerned about the Board's opinion of him, or political views of him or the Board. What he cares about is if the Board knows and understands how the Constitution is supposed to work. His family came here in 1900s and settled in Junius and Varick. He is the son of the Revolutionary War and his bloodline is still in every single war. Mr. McMillen said when it comes down to right to speak, his bloodline has earned him the right to speak a minute or two longer than five minutes. Mr. McMillen stated the Declaration and Bill of Rights are supposed to be upheld at all times. He went on to discuss the Declaration Bill of Rights, Constitution and Amendments at length.

Kyle Black, Seneca Meadows, presented the fourth quarter HCA payment to the Board.

Approval of Minutes:

A motion was made to approve the minutes of the Reorganizational and regular monthly Meeting of January 3, 2023 by Dawn Dyson and seconded by Frank Sinicropi. No questions. Motion carried 5 ayes, 0 nays.

A motion was made to approve the minutes of the Public Hearing and Special Meeting of January 20, 2023 by Kaitlyn Laskoski and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Communications:

Mr. Ferrara noted the Board has a copy of the Communications submitted by the Town Clerk.

Old Business:

Sale of Town Property: Mr. Ferrara stated he had a Meeting today with the Developers for the Cortland Avenue area. They are looking at different options for grants, and getting this Project moving forward.

Mr. Ferrara gave the following updates:

- The Town received a Microenterprise Grant for \$210,000. Its purpose is to hopefully attract new businesses to downtown and the Sackett Street District.
- The Town DRI Projects are progressing. They are looking at conceptual design work for the Community Center, Skate Park and Visitors' Center. Hopefully, they can break ground for the Skate Park in August

and the Visitors' Center in October. Mr. Ferrara said the North Canalside Project, which is the largest at \$3.6 million, hopefully will get started by June or July 2024.

- Received a \$56,000 Grant for Local Waterfront Revitalization Plan which is for planning purposes for anything connected to the Canal or Van Cleeve Lake.
- Bids were opened this week for the Manhole Replacement Project. \$150,000 is budgeted, and they put out for bid 30 manhole replacements. Bids will cover about 7 manhole covers. We are short about \$100,000 to finish out all 30 manhole replacements. There will be a resolution in March to use Sewer Contingency funds to complete the entire Project.

New Business:

Approval of Special Events: Mr. Ferrara noted that there are two Special Events – Seneca Falls Little League Opening Day Parade on April 29th, and Seneca County House of Concern Kayaking, Canoeing and Paddle Boats Event on August 12, 2023.

A motion was made to approve the Seneca Falls Little League Opening Day Parade and the Seneca County House of Concern Kayaking, Canoeing and Paddle Boats Event by Kaitlyn Laskoski and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Proposed Local Law #1 – 2023 – Alternate Members of Zoning, Planning and HPC Boards: Mr. Morrell stated the Board has a copy of the text of the Local Law; it is ready for adoption.

A motion was made to adopt proposed Local Law #1 – 2023, a local law to provide for the appointment of Alternate Members of the Planning Board, Zoning Board of Appeals and Heritage Preservation Commission by Frank Sinicropi and seconded by Steve Churchill. No questions. Motion carried 5 ayes, 0 nays.

Bid – Annual Heavy Equipment Rental: Mr. Morrell stated he reviewed both bids with the Highway Superintendent. There was one bid for each - Heavy Equipment Rental and for Tree/Stump Removal. He sees no reason to not go forward with granting the bid for each one submitted.

A motion was made to accept the bid of DiGeorge Construction Services, LLC of Canastota, NY for heavy equipment rental by Frank Sinicropi and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Bid – Annual Tree/Stump Removal: A motion was made to accept the bid of Lumbermac Tree Service of Phelps, NY for tree/stump removal by Frank Sinicropi and seconded by Dawn Dyson. Motion carried 5 ayes, 0 nays.

Planning Board – Appoint B&L Engineers for Green Spark Solar Project: A motion was made to appoint B&L Engineers for the Green Spark Solar Project by Kaitlyn Laskoski and seconded by Frank Sinicropi.

Mr. Morrell noted there is an Escrow Agreement in place which was included when the Board adopted the Site Plan Review as part of the Zoning Code. Expert fees will be paid by the Applicant when the Boards are reviewing the Project.

The above motion made by Kaitlyn Laskoski and seconded by Frank Sinicropi to appoint B&L Engineers for the Green Spark Solar Project was carried 5 ayes, 0 nays.

Appoint Town Auditors: Mr. Ferrara stated this went out for RFPs, and there were two solicitors; the Bonadio Group was the least expensive, and they have been doing the Town's work for quite a while.

A motion was made to appoint the Bonadio Group as Town Auditors for 2023 by Frank Sinicropi and seconded by Steve Churchill. No questions. Motion carried 5 ayes, 0 nays.

W/S Resolution – Purchase F550 Cab & Chassis: A motion was made by Frank Sinicropi and seconded by Steve Churchill to adopt the following resolution:

WHEREAS, the Water & Sewer Department is seeking to purchase a 2022 Ford F-500 truck cab and chassis pursuant to New York State Contract 23166, Group 40440; and

WHEREAS, the F550 truck will be purchased from Autosaver Ford of Comstock, New York pursuant to a quote received in the amount of \$53,945.00; and

WHEREAS, this is a budgeted item in the 2023 Town Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Seneca Falls Town Board hereby authorizes the purchase of a 2022 Ford F-550 truck cab and chassis for the amount of \$53,945.00 pursuant to a quote from Autosaver Ford of Comstock, New York, pursuant to General Municipal Law Section 104(1).

Mr. Sinicropi asked how long would it be before he gets the truck; Mr. Tullo replied the truck is immediate, and it's about seven weeks for the next resolution that goes with it. Mrs. Laskoski asked if it was replacing anything; Mr. Tullo replied it is replacing a 2012-13 crane truck that they have. Mrs. Laskoski asked what are they doing with that one; Mr. Tullo replied it will be sold on Auctions International.

The above motion made by Frank Sinicropi and seconded by Steve Churchill to authorize the purchase of a 2022 Ford F-550 truck cab and chassis for the amount of \$53,945.00 was carried 5 ayes, 0 naves.

W/S Resolution – Purchase Utility Box and Crane: A motion was made by Steve Churchill and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, the Water & Sewer Department is seeking to purchase a utility box and crane to be installed on a 2022 Ford F-550 truck; and

WHEREAS, the Water & Sewer Department received a quote from MDI Truck of Auburn, New York for the purchase and installation of a utility box and crane in the amount of \$43,341.00 pursuant to a contract awarded by the County of Onondaga, New York (ONGOV 106-19 Reference No. 7974; and

WHEREAS, the Town of Seneca Falls Town Board finds that Onondaga County is a governmental entity; and

WHEREAS, the contract awarded under ONGOV 106-19 Reference No. 7974 was let in a manner consistent with New York State Law and has been made available for use by other governmental entities; and

WHEREAS, this is a budgeted item in the 2023 Town Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Seneca Falls Town Board hereby authorizes the purchase and installation of utility box and crane to be installed on a 2022 Ford F-550 truck for the amount of \$43,341.00 from MDI Truck of Auburn, New York, pursuant to General Municipal Law Section 103(16).

No questions. Motion carried 5 ayes, 0 naves.

Reports from Departments: Mr. Ferrara asked if the Board had any questions for Department Heads. Mr. Ferrara said that he, Lesen Gleason and Peter Soscia had a meeting to get caught up on some projects. The biggest optical on the Kingdom Road Pump Station is getting easements from NYSEG.

Mr. Churchill said there is going to be a Meeting in February for the public regarding the reval. Mrs. VonWald said the Meeting will be held at 6:00 P.M. on February 28th at the Community Center. Brief discussion followed.

Mr. Sinicropi asked about the 1,000' sewer line. Mrs. Gleason said it is in her Report. Mr. Churchill asked if the Board will have a Special Meeting to discuss options; Mrs. Gleason replied we can. Brief discussion followed.

W/S Resolution – Authorize Operator Trainee to Attend Wastewater Operator Training: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, the Town Board realizes the need to send Operator Trainee Ed Thurston to required Wastewater Operator training; and

WHEREAS, the appropriate two courses are March 27-31, 2023 and July 10-21, 2023 at SUNY Morrisville. The total cost for those registrations is \$1,550.00.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes sending Ed Thurston to those courses at SUNY Morrisville March 27-31 and July 10-21, 2023. Cost of registration (budgeted for) is \$1,550.00, plus per diem and mileage to be calculated upon return from those courses.

No questions. Motion carried 5 ayes, 0 naves.

W/S Resolution – Purchase Spare Pump for E. Bayard Street Pump Station: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, there is a need for a spare pump at the East Bayard Street Pump Station; and

WHEREAS, Shrier Martin Process Equipment is the sole source for this pump.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes purchasing a spare pump for the East Bayard Street Pump Station from Shrier Martin Process Equipment for \$8,526.00.

No questions. Motion carried 5 ayes, 0 naves.

W/S Resolution – Purchase Fire Hydrants: A motion was made by Dawn Dyson and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, three vendors were solicited for purchasing fire hydrants and parts; and

WHEREAS, two bids were received and a letter from the third vendor stating they could not supply the hydrants needed. F.W. Webb Company was the low bidder.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes purchasing 4 Kennedy hydrants, valves and fittings from F.W. Webb Company for a total of \$19,221.44.

No questions. Motion carried 5 ayes, 0 naves.

WTP Resolution – Purchase UV Reactor Parts: A motion was made by Kaitlyn Laskoski and seconded by Frank

Sinicropi to adopt the following resolution:

WHEREAS, the Water Treatment Plant utilizes ultraviolet light as its primary source of disinfection; and

WHEREAS, said reactors require annual maintenance and lamp replacement.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board approves purchasing replacement parts from sole source provider Trojan Technologies for \$6,942.50.

No questions. Motion carried 5 ayes, 0 nays.

W/S Resolution – Authorize Maintainer to Attend Driver CDL Training: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, the Town Board realizes the need to send Maintainer Joseph McLane to driver training school under the Federal Motor Carrier Safety Administration for Entry Level Driver Training (FMCSA ELDT) for his Class A CDL driver’s license; and

WHEREAS, the Department received two estimates for the training, both being the same cost of \$6,995.00.

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes Joseph McLane to the required (FMCSA ELDT) training course at Canandaigua Driving School in Farmington, NY for a cost of \$6,995.00.

No questions. Motion carried 5 ayes, 0 nays.

Resolution – Adopt Seneca County Hazard Mitigation Plan: A motion was made to adopt the 2018 Seneca County Multi-Jurisdiction Hazard Mitigation Plan by Dawn Dyson and seconded by Frank Sinicropi. No questions. Motion carried 5 ayes, 0 nays.

Resolution – Authorize Judge Kelley to Attend Continuing Judicial Education Training Program: A motion was made by Kaitlyn Laskoski and seconded by Frank Sinicropi to adopt the following resolution:

WHEREAS, the Office of Justice Court Support will be hosting their annual conference from March 14th to March 15th in Schenectady, New York, and it is required by New York State that each Town Justice obtain twelve (12) training credits yearly; and

WHEREAS, the total cost to attend this training, including registration, hotel, meals and mileage, will not exceed \$550.00. Monies to attend this conference was budgeted for in the 2023 Education Expense Line A1110.405.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board approve expenditures to allow Town Justice Steven Kelley to attend the 2023 Continuing Judicial Education Training Program in Schenectady, New York at a cost not to exceed \$550.00.

No questions. Motion carried 5 ayes, 0 nays.

Resolution – Grant Administrator for Local Waterfront Revitalization Program Grant: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Town of Seneca Falls has received a Local Waterfront Revitalization Program Grant for \$58,875.00; and

WHEREAS, MRB will coordinate with the Town on requirements to execute the Grant Agreement; and

WHEREAS, MRB will work with the Town and Consultant to report on the development of the LWRP and coordinate MWBE Utilization Plan, provide status reports on a regular basis; and

WHEREAS, MRB proposes an hourly rate not to exceed amount.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of Seneca Falls authorizes the Town Supervisor to sign the engagement letter provided by the MRB Group for Grant Administration Services for the Local Waterfront Revitalization Program Grant for a cost not to exceed \$7,500.00.

No questions. Motion carried 5 ayes, 0 nays.

Resolution – Modification of Mobile Home Park Fee Schedule: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Town of Seneca Falls Zoning Department created an application for Annual Renewal of Permit to Operate at Mobile Home Parks as outlined in Section 300-62 of the Town Code, and such application will take the place of a letter drafted by the Town Clerk; and

WHEREAS, with the addition of this application, the Zoning Department has proposed updates and additions to the current Mobile Home Parks, Trailer Parks or Tourist Camp License fee schedule and denoted as “Proposed Amount” in the table below as allowed by Section 300-62 (D):

<u>Current Fees</u>		<u>Proposed Fees</u>	
<u>ONE FAMILY UNITS</u>		<u>ONE FAMILY UNITS</u>	
No more than 5	\$50.00	1 to 10	\$100
No more than 10	\$100	11 to 20	\$200
No more than 15	\$150	21 to 50	\$300
More than 20 but not more than 50	\$400	Over 50	\$500 plus \$10 per unit over 50 units

NOW, TEHREFORE, BE IT RESOLVED, that the Town of Seneca Falls Town Board approves the modification of the

Permit Fees associated with the Annual Renewal of Permit to Operate a Mobile Home Park, Trailer Park or Tourist Camp License, and that these changes be implemented in the Town Fee Schedule immediately upon approval.

No questions. Motion carried 5 ayes, 0 nays.

Highway Resolution – Promotion to MEO Heavy Mechanic: A motion was made by Frank Sinicropi and seconded by Steve Churchill to adopt the following resolution:

WHEREAS, the Town of Seneca Falls Highway Department has a vacancy for MEO Heavy Mechanic as a result of retirement; and

WHEREAS, the Town of Seneca Falls Highway Department has a qualified candidate on staff.

NOW, THEREFORE, BE IT RESOLVED, the Town of Seneca Falls will promote James Duffy Jr. to the position of MEO Heavy Mechanic effective immediately. His salary will increase to \$26.00 an hour from his current rate of \$23.10 an hour.

Mr. Wendt stated he is thinking about doing inspections on all vehicles; it will save the Town money. He said right now, Mr. Duffy has his inspection license for motorcycles and small vehicles, and he will go and get his license for all other vehicles. Mr. Ferrara said Mr. Wendt is looking into the price of a computer, and going to a class to get certified for inspections for all Town vehicles. This will be brought to the Board at some point. Mr. Churchill asked if the State is good with that. Mr. Wendt replied yes – the Highway Department in Romulus does it now.

The above motion made by Frank Sinicropi and seconded by Steve Churchill to adopt the above resolution promoting James Duffy Jr. to MEO Heavy Mechanic was carried 5 ayes, 0 nays.

Highway Resolution – Promotion from MEO Light to MEO: A motion was made by Frank Sinicropi and seconded by Steve Churchill to adopt the following resolution:

WHEREAS, the Town of Seneca Falls Highway Department is in need of qualified equipment operators; and

WHEREAS, the Town of Seneca Falls Highway Department recognizes skilled and dedicated employees.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Seneca Falls will promote Shawn Van Gee to the position of MEO. His salary will increase from \$21.53 to \$22.00.

No questions. Motion carried 5 ayes, 0 nays.

Waive 30-Day Notice Period – Application for Liquor License: Mr. Ferrara stated the Town Clerk received a letter from the Attorney for CTR Waterloo LLC, 2488 NY Route 414 requesting a waiver of the 30-day notice period for notification of applying for a Liquor License. Brief discussion followed.

A motion was made to waive the 30-day notice period for notification of applying for a liquor license by Frank Sinicropi and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Resolution – Purchase Software License to Track Short Term Rental Property Usage: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Town of Seneca Falls has passed a local law imposing regulations on short term rental properties; WHEREAS, the Town of Seneca Falls Code Enforcement Office is required to track and regulate the activities of short term rentals in the Town; and

WHEREAS, the Granicus Corporation provides an automated tracking system to assist in identifying short term rental properties; and

WHEREAS, this product will likely generate more than \$15,000 per year in revenue from annual license fees.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Seneca Falls shall purchase a single year subscription to the Granicus Short Term Rental Address Identification service for \$5,522.40; and be it

FURTHER RESOLVED, the Town of Seneca Falls shall use funds from the Account A1680.400 to purchase this one year subscription.

Mr. Sinicropi stated the County contracts with this Company. He is working with the County Treasurer on short term rentals, and he counted 36 short term rentals between Lower Lake Road, Lake Road and Lake Road Spur that have already been identified. He said if we can get the County to make yMr. Porcelli a partner, we don't need this. Mr. Porcelli said his only concern is when he went through the short term rentals, there was a ton of mistakes. He added as long as the information is accurate, that will be fine.

A motion was made to table action on the purchase of the software to track short term rental property usage by Steve Churchill and seconded by Michael Ferrara. No questions. Motion carried 5 ayes, 0 nays.

Resolution – Purchase Software Subscription – Record and Transmit Town Employees Work and Leave Time to Automated Payroll System: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the

following resolution:

WHEREAS, the Town of Seneca Falls currently employs manual, paper driven time and attendance recording; and

WHEREAS, these records are created and delivered from multiple physical locations to the Finance Office; and
WHEREAS, each Department has developed different methods of tracking employees work and leave time; and
WHEREAS, this practice requires at least 15 person hours of effort each payroll period costing the Town approximately \$400 per payroll period; and

WHEREAS, the Town's current payroll services provider, Complete Payroll, has a service called Time Works Plus that will address and will significantly reduce the time on task by supervisors and personnel and improve information flow and accuracy.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Seneca Falls will purchase the monthly service "Time Works Plus" from the Town's current payroll services provider, Complete Payroll, for a fee of \$17.90 for the first five employees and \$3.58 per employee above five for an average cost of \$195.00 per month; and be it

FURTHER RESOLVED, that the Town of Seneca Falls shall use funds from the Account A1010.417 to purchase this one year subscription.

Mr. Soscia stated this is a snap-on to the new payroll system which will give us the ability to record real time digitally. It's relatively inexpensive – it comes out to about \$200.00 a month; we spend \$400-\$500 a month in paper and people time, not to mention mistakes that are being made. Mr. Sosica explained the process. Discussion followed.

The above motion made by Kaitlyn Laskoski and seconded by Dawn Dyson authorizing the purchase of a software subscription to record and transmit Town Employees Work and Leave Time to Complete Payroll's automated Payroll System was carried 5 ayes, 0 naves.

Zoning Resolution – Declare Copier Surplus: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the below described property is no longer necessary, useful or suitable for municipal purposes; and
WHEREAS, the Town of Seneca Falls Zoning Department would like to surplus a photo copier that was given by the Town Court Office; and

WHEREAS, this item is no longer working properly; is no longer under a maintenance contract, and is 8+ years old.

NOW, THEREFORE, BE IT RESOLVED, that the following property be declared surplus and disposed of according to State statutes, including disposal, sale or trade-in on new equipment:

Cannon Image Runner 3225 Printer/Copier/Scanner; and be it

FURTHER RESOLVED, that the Town of Seneca Falls Town Board authorize the disposal of this surplus item.
No questions. Motion carried 5 ayes, 0 naves.

SFPD Resolution – Purchase Desktop Computer: A motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Police Department seeks approval of the Town Board to purchase a new desktop computer for the Clerk's Office; and

WHEREAS, it is the recommendation of the Seneca County IT Department to replace the aging desktop.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorize the Chief of Police to purchase a Lenovo ThinkCentre and LED monitors for the Clerk's Office within the Police Department, in the amount of \$1,159.65; and be it

FURTHER RESOLVED, that the new desktop shall be purchased with budgeted funds from A3120.400 Equipment.
No questions. Motion carried 5 ayes, 0 naves.

SFPD Resolution – Declare 2015 Dodge Surplus: A motion was made by Frank Sinicropi and seconded by Dawn Dyson to declare a 2015 Dodge Charger surplus for the Seneca Falls Police Department, money received from the sale of the vehicle through Auctions International to go into the Police Department's surplus "Vehicle and Equipment Reserve Fund".

No questions. Motion carried 5 ayes, 0 naves.

SFPD Resolution – Authorize Sgt. Poole to Attend School Safety Conference: A motion was made by Kaitlyn Laskoski and seconded by Dawn Dyson to adopt the following resolution:

WHEREAS, it has been requested by Sergeant Michael Poole to attend the 2023 CPASS School Safety Conference held on February 19-23, 2023 in Saratoga Springs, NY; and

WHEREAS, Chief Snyder feels that it will benefit the Town and the Seneca Falls Central School District for Sergeant Poole to attend this premier training conference covering School Safety.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board pay Sergeant Poole a total cost of \$304.00 to be paid

from line item A3120.408 Education, for meals and incidental expenses; and be it FURTHER RESOLVED, that Sergeant Poole receive his meals and incidental expenses based on the US General Services Administration (GSA) and the Internal Revenue Service (IRS) prior to the start of the Conference. No questions. Motion carried 5 ayes, 0 nays.

SFPD – Approve Agreement Between Enterprise and Town for Lease of Auto: A motion was made by Dawn Dyson and seconded by Kaitlyn Laskoski to adopt the following resolution:

WHEREAS, the Police Department seeks approval from the Town Board to authorize Enterprise Fleet Management to order one 2022 budgeted approved vehicle; and

WHEREAS, the one unmarked vehicle will replace one current unmarked unit that has met its life expectancy, and it so bring the most cost-effective return once approved for surplus; and

WHEREAS, the agreement between Enterprise and the Town of Seneca Falls will be a lease of one vehicle and does not require initial vehicle payment until the vehicle is received. Once ordered from the Ford dealer, the estimated arrival for this vehicle is two weeks.

THEREFORE, BE IT RESOLVED, that the Seneca Falls Police Department sign an agreement with Enterprise to order one unmarked 2022 Ford Explorer XLT vehicle to replace one aging unmarked vehicle in the fleet.

Release of Budgeted Funds – SF Development Corporation: A motion was made to release the budgeted funds of \$68,400.00 to the Seneca Falls Development Corporation by Kaitlyn Laskoski and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays.

Water/Sewer/Pool Credits: A motion was made to approve the Water/Sewer/Pool credits in the amount of \$4,371.76 for the month of January 2023 by Kaitlyn Laskoski and seconded by Frank Sinicropi.

Mr. Ferrara referred to the one large credit and said there was a leak in the basement and the tenant would not let the Landlord in the house. He added it took the Landlord five months to evict the tenant legally.

The above motion made by Kaitlyn Laskoski and seconded by Frank Sinicropi to approve the Water/Sewer/Pool credits in the amount of \$4,371.76 was carried 5 ayes, 0 nays.

Payment of Bills:

A motion was made by Dawn Dyson and seconded by Kaitlyn Laskoski to approve and order paid the following bills:

General Fund - \$260,550.31 (Abstract #2)

Recreation Fund - \$30,057.84 (Abstract #2)

Miscellaneous Fund - \$55,426.71 (Abstract #2)

Vince's Park Fund - \$4,188.36 (Abstract #2)

Highway Fund - \$28,161.92 (Abstract #2)

Sewer Fund - \$41,277.24 (Abstract #2)

Water Fund - \$40,911.58 (Abstract #2)

No questions. Motion carried 5 ayes, 0 nays.

At 7:17 P.M., a motion was made by Frank Sinicropi and seconded by Kaitlyn Laskoski to go into Executive Session to discuss ongoing litigation pursuant to Public Officers Law Section 105D, to discuss the following:

Seneca Meadows, Inc. vs. Town of Seneca Falls

Rumsey Fall, LLC vs. Town of Seneca Falls

Cayuga Nation vs. Town of Seneca Falls

Marshall Foster vs. Town of Seneca Falls

No questions. Motion carried 5 ayes, 0 nays.

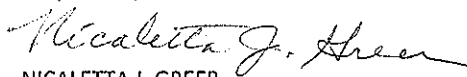
A motion was made to reconvene the regular monthly Meeting at 8:15 P.M. by Kaitlyn Laskoski and seconded by Steve Churchill. No questions. Motion carried 5 ayes, 0 nays.

A motion was made Frank Sinicropi and seconded by Dawn Dyson to seek two Attorneys to handle the Rumsey Fall, LLC vs. Town of Seneca Falls litigation as Town Attorney Morrell will not be able to represent the Zoning Board of Appeals or HPC. No questions. Motion carried 5 ayes, 0 nays.

The Town Board set the salaries for an Elected Town Clerk at \$60,100, and for an Elected Highway Superintendent at \$68,185.

Being there was no further business, a motion was made to adjourn the Meeting by Michael Ferrara and seconded by Dawn Dyson. No questions. Motion carried 5 ayes, 0 nays. Meeting adjourned at 8:20 P.M.

Respectfully submitted,



NICALETTA J. GREER

Town Clerk

