A. The Seneca Falls Town Board held a special meeting and budget meeting on Thursday, October 10, 2024, at the Seneca Falls Town Office, 130 Ovid Street Seneca Falls.
Supervisor Schmitter called the special meeting to order at 5:01 pm.

B. A roll call was taken of board members the following members of the board were present:

TOWN OFFICER	Present	Absent
Supervisor Frank Schmitter	X	
Councilman Frank Sinicropi	X	
Councilman Jackson Puylara	X	
Councilwoman Dawn Dyson	X	
Councilwoman Kaitlyn Laskoski	X	

Also present were:

Town Manager Peter Soscia	X	
Town Attorney Patrick Morell	X	
Director of Parks & Recreation Missy Jones	X	
Town Assessor Deborah VonWald	X	
Zoning Officer Peter Porcelli	X	
Highway Superintendent Jeremy Wendt		X
Police Chief Timothy Snyder	X	
Chief of Water & Sewer Joesph Tullo		X

C. The Pledge of Allegiance, followed by a moment of silence.

D. Special Meeting

a. New Business

i. Resolution – Authorizing Application for Certification of the Town Historic District by the United States Department of the Interior – TS-2024-48 – A motion was made by Councilwoman Laskoski and seconded by Councilwoman Dyson to approve the following resolution: **WHEREAS,** in 1848 a convention was held in the Town of Seneca Falls which adopted a Declaration of Sentiments demanding that women be granted enumerated rights, including the right to vote; and
WHEREAS, as a result, Seneca Falls has been recognized throughout the World as the birthplace of the Women's Rights Movement; and
WHEREAS, in recognition of that fact, the United States government created the Women's Rights National Historic Park with sites associated with the 1848 convention in Seneca Falls and Waterloo; and
WHEREAS, a local historic district was created by the former Village of Seneca Falls to preserve the Village's historic local fabric which was later adopted by the Town of Seneca Falls after the Village was dissolved, and
WHEREAS, Preserve Seneca Falls, Inc., has prepared an application for certification of the local historic District by the United States Department of the Interior per Title 36 of the Code of Federal Procedure Chapter I part 67, and
WHEREAS, certification of the local historic district by the United States Department of the Interior will facilitate applications by owners of properties in the Town Historic District for approval of historic income tax credits, and
WHEREAS, Preserve Seneca Falls, Inc., has submitted the proposed application for certification of the local historic district to the Town and asked that the Town approve the application to the Department of the Interior for said purpose, and
WHEREAS, the Town Board has reviewed the application.
NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Town Supervisor to submit the Application prepared by Preserve Seneca Falls, Inc., seeking Certification of the local historic district to the United States Department of the Interior pursuant to Title 36 of the Code of Federal Procedure Chapter I part 67.
All in favor. Motion carried.

ii. Resolution – Introduction of Local Law #5 of 2024 – A local Law Providing for the Appointment and Compensation of Deputy Town Clerks of the Town of Seneca Falls and setting of Public Hearing for November 5, 2024, at 6 pm – TC-2024-37 – A motion was made by Councilman Puylara and seconded by Councilwoman Laskoski to approve the following resolution: **WHEREAS,** the Town of Seneca Falls has been notified by the Seneca County Department of Human Resources that a Local Law is needed to establish the three Deputy Town Clerk positions as EXEMPT status with the Department of Civil Services; and
WHEREAS, it has been determined that it is in the best interest of the Town of Seneca Falls to establish these positions in accordance with the Department of Civil Services rules and regulations pertaining to job classifications.
NOW THEREFORE BE IT RESOLVED that proposed Local Law No. 5 of the year 2024 entitled "Local Law Providing for the Appointment and Compensation of a Deputy Town Clerk of the Town of Seneca

Falls" be and the same is hereby introduced before the Town Board of the Town of Seneca Falls, New York; and

BE IT FURTHER RESOLVED that copies of the aforesaid proposed local law be laid upon the desks of each member of the Town Board; and

BE IT FURHTER RESOLVED that the Town Board will hold a public hearing on said proposed Local Law at 6:00 p.m. on November 5, 2024; and

BE IT FURTHER RESOLVED that the Town Clerk publishes or cause to be published a notice of said public hearing in the official newspaper of the town at least ten (10) days prior thereto.

All in favor. Motion carried.

iii. Resolution – Authorizing the Award of Wastewater Treatment Plant Generator – BL-2024-09 – The bid opening for the Wastewater Treatment Plant Generator was held on September 20, 2024, at 2:00 PM. The following bids were received and opened at that time:

Project	**WWTP Generator**		**9/20/2024**	**2:00 PM**			
Bidder	**Bid Amount**	**ADM 1**	**Bid Form**	**Bid Bond**	**4534**	**4535**	**4545**	**4519**
NB Eletrical Services Lawley	$668,429.00	X	X	X	X	X	X	X
Concord Electrical	$592,000.00	X	X	X	X	X	X	X
O'Connell Eletric	$694,000.00	X	X	X	X	X	X	X
Vacri	$583,000.00	X	X	X	X	X	X	X
Patricia Electric	$885,000.00	X	X	X	X	X	X	X
John Mills	$548,490.00	X	X	X	X	X	X	X
Matco	$545,000.00	X	X	X	X	X	X	X
Infinity Electric	$594,500.00	X	X	X	X	X	X	X
Connors Haws	$614,200.00	X	X		X	X	X	X
Collicino Industries	$429,000.00		X	X	X	X	X	X
Hewitt Young	$548,700.00	X	X	X	X	X	X	X
Diekow Electric	$520,000.00	X	X	X	X	X	X	X

At the Town of Seneca Falls Town Board Meeting, held on October 10, 2024, the following resolution was adopted by the Town Board.

WHEREAS, the Town of Seneca Falls (Town) is the owner of their Town's Wastewater Treatment Plant Generator Project ("Project"); and

WHEREAS, pursuant to New York State Municipal Law, bids for Wastewater Treatment Plant Generator were received, publicly opened and read aloud on September 20, 2024, 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 October 10, 2024, has recommend award of the Town of Seneca Falls Wastewater Treatment Plant as follows:

1. Contract No. 1 – Electrical Construction

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 Wastewater Treatment Plant Generator Project as follows:

1. Contract No. 1 – Electrical Construction to **Colacino Industries** for the Base Bid in the amount of $429,000.00

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

Motion to adopt was made by Councilwoman Laskoski and seconded by Councilwoman Dyson. All in favor. Motion carried.

iv. Resolution – Un-table TS-2024-46 – Adopt Proposed Local Law #3 of 2024 Creation of the Department of Public Works – A motion was made by Councilman Puylara and seconded by Council to un-table the resolution: **WHEREAS,** the Town Board of the Town of Seneca Falls believes that it would be advantageous to the Town to establish the Department of Public Works and to assign certain administrative functions and duties to the Director of Public Works;

NOW THEREFORE, BE IT RESOLVED that proposed Local Law No. 3 of the year 2024 entitled "A local Law to Create the Department of Public works and a Director of Public Works" be and the same is hereby introduced before the Town Board of the Town of Seneca Falls, New York; and

BE IT FURTHER RESOLVED those copies of the aforesaid proposed local law was laid upon the desks of each member of the Town Board; and

BE IT FURTHER RESOLVED that the aforesaid proposed local law was referred to the Seneca County Personnel Department for review and recommendation; and

BE IT FURTHER RESOLVED that the Town board held a public hearing on said proposed Local Law at 6:00 p.m. on October 1, 2024; and

BE IT FURTHER RESOLVED that the Town Clerk published or caused to be published a notice of said public hearing in the official newspaper of the town at least ten (10) days prior thereto.

NOW THEREFORE BE IT RESOVLED that the Town Board of the Town of Seneca Falls sees it appropriate to create a Department of Public Works. A motion to approve the resolution was made

by Councilman Puylara and seconded by Councilman Sinicropi. 4 ayes (Puylara, Laskoski, Sinicropi, Schmitter), 1 Naye (Dyson). Motion carried.

v. Resolution – Awarding of North Canalside Enhancements Project (DRI Project 1) BID – TS-2024-49 - The bid opening for the North Canalside Enhancements Project took place on October 9, 2024, at 2:00 pm. The following bids were received and opened at that time:

Project	DRI Canalside Enhancement Project #1			10/9/2024		2:00 PM		
Bidder	Base Bid	Base + Alternates	Add. #1	Add. #2	Add. #3	Security	Non-Collusive	Site Investigation
Bouley	$ 2,972,000.00	$ 4,224,000.00	X	X	X	X	X	X
Nardozzi	$ 1,808,000.00	$ 2,531,100.00	X	X	X	X	X	X
Ramsey	$ 2,294,500.00	$ 3,278,600.00	X	X	X	X	X	X
DiFiore	$ 1,795,500.00	$ 2,664,500.00	X	X	X	X	X	X
Rochester Earth Inc.	$ 1,765,000.00	$ 2,581,137.50	X	X	X	X	X	X
Shawn Melone Excavating Inc.	$ 2,312,665.00	$ 3,333,765.00	X	X	X	X	X	X
State Hill Construction	$ 2,725,000.00	$ 3,768,000.00	X	X	X	X	X	X
Villager Construction	$ 2,590,000.00	$ 3,525,000.00	X	X	X	X	X	X

A motion to approve the following resolution was made by Councilwoman Laskoski and seconded by Councilman Puylara: **WHEREAS,** after requests for bids on the North Canalside Enhancement Projects were properly advertised and due October 9, 2024, eight bids for this project were received and reviewed at the bid opening held at 2 p.m. on October 9, 2024; and

WHEREAS, it was determined that the bid by Nardozzi Paving and Construction, LLC met all project specifications and qualifications and was the lowest bid at $2,558,100.00; and

WHEREAS, LaBella Associates Project Manager for this DRI project recommended that Nardozzi, LLC be awarded the contract for $2,558,100.00.

NOW THEREFORE, BE IT RESOLVED, that Nardozzi Paving and Construction, LLC be awarded the contract for North Canalside Enhancement Project at a total cost of $2,558,100.00 with an additional contingency fund of 10% of the bid amount ($250,000) to cover the cost of any unforeseen design and construction work and circumstances.

vi. Town Supervisor – Resolution – Purchase and Switch Over of Phones and Phone Services – TS-2024-50 – A motion to approve the following resolution was made by Councilwoman Dyson and seconded by Councilman Sinicropi: **WHEREAS,** on October 9, 2024, it was realized that the phone system for the town building located at 130 Ovid Street Seneca Falls, was not allowing the fire alarm system to work properly; and

WHEREAS, the Building and Grounds staff attempted to troubleshoot to correct the issue, with no success; and

WHEREAS, the phone system has been worked on by both the IT company used for all other IT services in the town and First Light Fiber, the company contracted with to manage the phone system and deemed to be non-operable and outside of its support time frame (12/31/2022).

NOW BE IT RESOLVED that the Town of Seneca Falls Town Board authorize the emergency purchase of a new phone system through Integrated Systems for an install cost not to exceed $15,000.00 and purchase of new phones for a cost not to exceed $10,000.00.

All in favor. Motion carried.

E. Budget Meeting

a. Waterways Museum – Jim Depaolis made a request to the board to increase the funding for the 2025 year. It was determined that the request will be on the next meeting.

b. Police Department – A3120 – It was determined that there is no immediate increase in payroll. There is an Immediate Response Team being put together by the county for intermunicipal services which will have a one-time fee that will be covered by a grant once the money comes in. The board thanked Chief Snyder for his time.

c. Town Court – A1110 – The budget increased by approximately 0.13%.

d. Assessor – A1355 – Money was added for printer services. Deb VonWald explained that she felt I was necessary to decrease the number of hours that a tax aide was in the office as Deb does not need a person for 40 hours a week during the 5 months the tax aide is in the office more regularly. Decrease the hours to 25-30. Councilman Puylara noted that postage went down. Deb explained that she keeps track of her mailings very well. Deb was asked who takes care of the legal issues, Peter Soscia explained that it comes out of the General A fund. The board thanked Deb VonWald for her time.

e. Zoning & Planning – A8010 & A8020 – Peter noted that the clerks' pay was taken out of the 2024 budget and not put back in, so he is requesting that the money be put into the budget this year under his budget line. Peter indicated that he would like to eliminate the part-time zoning officer position. Councilman Puylara asked if the clerk would be taking over some of that work. Peter indicated that he would be taking on the work that has been done by the part-time zoning officer. Councilman Sinicropi asked how many hours the zoning officer currently works. Peter indicated he works 40 hours a week, which does not include meetings. Supervisor Schmitter asked what would happen during planned vacations if there was no part-time zoning officer. Peter indicated that the clerk would respond to phone calls. Councilman Sinicropi asked what hours the zoning officer would be in the building. Peter indicated that it depends on when things come up that he would need to respond to. Clerk Brown

indicated that currently, permit applications are taken by her office as they involve taking money and issuing a receipt. Once taken in, the paperwork is turned over to the zoning officer to follow up with and ensure that it's complete prior to issuing a permit. Once the permit is issued, the zoning officer leaves the permits in the Clerks office so that people can pick them up whenever they have time. Councilman Puylara asked about line item 200 which went up to $1,000.00. Peter indicated that was not his doing and it should have stayed at $400.00. Councilman Sinicropi asked what time the zoning officer currently arrives at work. Peter indicated he arrives at 6 am. Supervisor Schmitter stated that no one can com in at 6 am for meetings. Peter indicated that he meets with contractors before they go to their job sites. Peter Soscia asked about projects that need to be reviewed by an engineer. Peter stated that the projects that need to be reviewed by an engineer are determined by the planning board. Peter Soscia indicated that the town needs to budget for the reviews if the town is paying for them. The board thanked Peter for his time.

f. Parks & Recreation – CR7020 & CR2 – Missy Jones would like to move the Clerk into a senior clerk position. She sent the job duties and description to the county for classification, which came back as Senior Clerk. This promotion would increase his hourly pay to $21.54. Councilman Sinicropi asked what the current job title is. Missy indicated it was Clerk. Supervisor Schmitter indicated that the clerk should take the exam in order to get the promotion. Peter Soscia indicated that Missy should budget for the position as if he were to pass the exam and get that position in 2025. Missy asked if he should try to take the exam prior to the new year. Councilwoman Laskoski asked if he could be given a provisional promotion. Supervisor Schmitter indicated it would be better if he took the exam prior to getting the increase. Councilwoman Dyson asked if there was anything that the department needed. Missy indicated that she would like to have $15,000.00 (CR7310.400) to plan a trip for either a ball game or trip to NYC. Councilman Puylara asked about equipment replacement. Missy indicated that they do not need to replace any equipment in the coming year for the fitness center. Councilman Puylara asked about a mower for the recreation center. Missy indicated that it was for Vinces Park and was in budget line CR7140.203 ($5300.00) and could be removed. Supervisor Schmitter asked about sports budgeting. Missy explained how it worked. Peter Soscia commented that there are significant enhancements for the Rec Center in the coming years. Councilwoman Laskoski asked about the sewer system at Vince's Park. Discussion followed. Peter Soscia suggested that a reserve fund be created for the HVAC replacement. Missy mentioned that she forgot to add the $20,000.00 for the basketball hoop cranks to be replaced. She noted that they were getting to be stripped, and the replacement would be electronic, so they would be easier to lower and put back up. It would include four of the six baskets. A discussion regarding the number of summer staff in 2024, who pays for the activities at the recreation center, and how the play program makes back the money spent on trips. Missy informed the board that they were a bit overstaffed some days during the summer. The boosters club pays for many of the activities and each registration costs $100.00 for each child that is registered.

CR2 – Vinces Park – Replacing a mower and plan to go with a grasshopper with a wider mowing deck. Councilman Sinicropi asked if mowing will be consolidated into the DPW. Supervisor Schmitter indicated that the only problem they will have is when the Highway Department purchases equipment. Building and Grounds is asking for $53,000.00 and part of that will be to replace the indoor pavilion floor. Councilwoman Laskoski indicated that she would like to wait until after the study is complete to decide on that. Councilman Sinicropi asked why the Water & Sewer and Highway Department couldn't repair the sewer issue at Vince's Park. Councilwoman Laskoski recommended circling back on the sewer and the floor once the study is completed.

Missy indicated that there would need to be fence repairs and purchase of a field groomer which little league would pay half of, as well as the purchase of a stripper for $2,600.00. Missy also requested to purchase a utility vehicle, something like a Kubota or golf cart to use at Vinces Park to haul things around the property. A discussion surrounding whether Vince's Park made enough money to pay for itself this year. It was determined that it did not. A grant paid for the lifeguards, the skate park cameras are installed and working, the ramp will hopefully be completed soon. Supervisor Schmitter asked if anyone had any additional questions for Missy.

Peter Soscia started a discussion regarding community-based funding for events and mentioned two ways that donations could be done. A lump sum donation/contribution could be made to the Development Corporation to determine what events to fund and how much will be allocated. Councilwoman Laskoski noted that it would be a much cleaner transaction. Supervisor Schmitter noted that he would like to see some sort of financial information to justify the donations like a budget and revenue.

Peter Soscia asked that the board consider the tax rate. The budget assumes that the tax rate doesn't change. At the current run rate there is a half million-dollar surplus. A discussion was had regarding the use of the sales tax which will be shared by the county to lower taxes or to not raise taxes. A conversation was had regarding putting money into a general contingency fund which will need to be voted on when money is spent from it. Councilwoman Laskoski asked about the DuPont settlement payout. Supervisor Schmitter stated that there has not been any news on the payout.

F. Special Order of the day – Motion to adjourn made by Councilwoman Laskoski and seconded by Councilwoman Dyson. All in Favor. Motion Carried. The meeting adjourned at 7:18 pm.

Respectfully Submitted

Melissa G. Brown
Town Clerk