SENECA FALLS TOWN BOARD REGULAR MEETING OF FEBRUARY 4, 2025

A. The Seneca Falls Town Board held a regular monthly meeting on Tuesday, February 4, 2025, at the Seneca Falls Town Office, 130 Ovid Street Seneca Falls.
Supervisor Schmitter called the regular meeting to order at 6:00 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
Director of Public Works Peter Messmer	X	

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

D. Awards – Presented by Chief Snyder

a. Civilian Letter of Recognition – We are here tonight to recognize Tyler Alton for his heroic actions on December 14, 2024, while delivering Amazon packages in Seneca Falls. Tyler's quick thinking and selflessness in a dangerous situation undoubtedly helped save two lives, and we are grateful for his bravery.
While on your delivery route, you noticed smoke coming from a residence on Joanne Avenue. Without hesitation, you immediately ran to the door, where you found a woman attempting to push another woman in a wheelchair away from the fire. Recognizing the danger, you acted quickly, opening the door and assisting both women out of the burning structure to safety.
Your swift actions in the moment when above and beyond what anyone could expect, and they directly contributed to preventing a tragedy. By helping these two women to safety, you displayed courage, compassion, and an unwavering commitment to doing what's right, even in the face of danger.
On behalf of the Seneca Falls Police Department, the Seneca Falls Town Board, and the Seneca Falls Community, I want to extend our deepest gratitude for your actions. You are a true hero, and we are proud to recognize you for your bravery.

b. Police Extraordinary Actions – I am here tonight to commend both Officer Matthew Mix and Officer Humberto Flores for their extraordinary actions during a structure fire on Ovid Street on October 27, 2024. Your quick thinking, decisive actions, and teamwork in a dangerous situation were instrumental in saving the life of an individual in danger.
Upon arriving at the scene, you both made an immediate attempt to enter the home to assist the person inside but were unable to do so due to the heavy smoke and fire. Undeterred, you removed an air conditioner from the window to create an opportunity for rescue. You then gave loud, clear verbal commands and used your flashlights to guide the male to the window, where, with your encouragement, he was able to reach safety.

Once the man reached the window, you both acted swiftly to grab him by the arms and pull him to safety. Your courageous and selfless actions in the face of danger directly resulted in saving this individual's life.

On behalf of the Members of the Seneca Falls Police Department, Seneca Falls Town Board, and the Seneca Falls Community, I want to express our deepest appreciation for your bravery, professionalism, and dedication to your role. You both exemplify the very best of what it means to serve and protect our community, and your actions that day are a testament to your commitment to keeping the Seneca Falls Community safe.

c. Meritorious Conduct Award – In recognition of your outstanding contributions to the Seneca Falls Police Department, you have been selected to receive the Meritorious Conduct Award.

Your role may not always be in the spotlight, but your contributions are integral to the success of our department. Your outstanding performance as a Data Entry Clerk, coupled with your exceptional management of the department's budget, has greatly contributed to the smooth operation of our department. Your meticulous attention to detail, organizational skills, and commitment to ensuring accuracy in both data management and financial oversight have made a significant impact on the Seneca Falls Police Department's success.

Sheryl (Spano), thank you for your exceptional service. Your had work does not go unnoticed, and we are grateful to have you as part of our team.

d. Meritorious Conduct Award – In recognition of your outstanding contributions to the Seneca Falls Police Department, you have been selected to receive the Meritorious Conduct Award.

Your role may not always be in the spotlight, but your contributions are integral to the success of our department. Your diligence, attention to detail, and constant accuracy in managing critical data have been instrumental in ensuring that we can perform our duties efficiently. Your work directly supports our officers, staff, and the community, and your commitment to excellence never wavers.

It is not often that the tireless efforts behind the scenes receive the recognition they deserve, but your unwavering professionalism and dedication have truly made an impact on the Seneca Falls Police Department.

Allison (Archer), thank you for your exceptional service. Your hard work does not go unnoticed, and we are grateful to have you as part of our team.

E. Regular Meeting

a. Presentations/Petitioners/Privilege of the Floor

i. Judy Wentzel – Bonifiglia Family Foundation – A presentation regarding three initiatives in Seneca Falls. 1. the façade/storefront revitalization program. They are seeking to assist downtown building & business owners with exterior/façade projects such as new signage, awning installation, brick repointing, painting, window/door replacement, etc. 2. The installation of 1-2 large scale murals on buildings within downtown Seneca Falls. 3. Rezoning and development of the property on the south side of the canal.

ii. Toni Meeks – Senior Banners Class of 2025 go up after the Memorial Day flags are taken down. All board members agreed that this would be okay. Jeremy Wendt, Highway Superintendent, also agreed that it was okay and will be happy to help.

iii. Mary Rose Cook – Made the following statement: "I would just like to take a few moments of your time tonight to say a few words. With all the negativity we are surrounded by today would like to bring a positive note to tonight's meeting. I would like to recognize Sergeant Bethany Kidd. Sergeant Kidd was an officer when I first came in contact with her. My parents were victims of a scam. With the help of family friends and Sergeant Kidd we were able to resurrect the situation. Sergeant Kidd was there to support, guide and reassure us. The more recent episode involved myself and unfortunately was not able to be resurrected. I was very emotional with this incident. Now a sergeant – Sergeant Kidd was able to de-escalate me. She not only validated my feelings but also allowed me to see another side of the situation. Sergeant Kidd behaves in a professional manner

while she has to maintain the policies and procedures of law enforcement. She also is able to handle a situation with care, understanding and sensitivity which is to be respected. She is an asset to your community, and I feel she is a role model for whomever she works with. I am honored to be in her presence. God bless her and all law enforcement."

iv. Doug Avery – SMI/Waste Connections wants Seneca Falls Resident to believe that it can not live without trash money. Noted that Waste Connections spent 100s of thousands of dollars in the last elections. He noted that a vast majority of communities do not have trash money. Adding that in 2017 the budget for the year 2018 was made without the use of additional trash money. Seneca Falls can and will thrive.

v. Jean Gilroy – Addressed the board regarding continued smell from SMI and the chemical contaminants in the smell that are harmful. Noted that the chemicals are in our water, from the 18 million gallons of treated leachate that go through our water treatment plant. Referenced samples that she collected from rainwater which were sent for PFA testing. Jean noted that SMI is ½ mile from Seneca Canal.

vi. Toni Meeks – Informed the board of an issue that she had on Green Street. She thought it was a gas leak. Then it happened a second time. Toni says that she contacted the Water department and was told that someone from the Department would be out. She waited at home on the day she was told someone would be there and no one showed up. She said she called the Water office again. She noted that this was not just her home that was being affected, it was about four other homes.

vii. Karen Wylie – Asked the board about the International Trucks that were ordered and have not been delivered. Jeremy Wendt replied, stating that they will be delivered in April. Karen asked when the Host Agreement will be available for the public to read and comment on, she also asked who it was that drafted it. Frank Schmitter stated that a preliminary version would be available by Friday (2/7/2025) and that it was himself, Frank Sinicropi, the attorney and consultant who were on the negotiations committee.

b. Approval of Minutes – A motion was made by Councilman Puylara and seconded by Councilwoman Dyson to approve the meeting minutes of January 7, 2025. All in favor. Motion carried.

c. Communications – A motion to approve the following communications was made by Councilman Sinicropi and seconded by Councilman Puylara. All in favor. Motion carried. Councilwoman Laskoski had a question regarding communication number xiv, OCM – 06009 Notification to Municipality. She noted that the applicant is looking for a letter of support. A motion to provide a letter of support was made by Councilman Puylara and seconded by Councilwoman Laskoski. Ayes – Puylara. Nayes – Dyson, Sinicropi, Schmitter. Abstain – Laskoski. A letter to be written in opposition to the store by Supervisor Schmitter.

d. Special Events: A motion to approve the Right to Run 19k Inc. May 10, 2025, event was made by Councilwoman Dyson and seconded by Councilwoman Laskoski. All in favor. Motion carried.

e. Old Business:

i. Volunteer Fire Fighter Leave Policy – TS-2025-02 – A motion was made by Councilwoman Laskoski and seconded by Councilman Puylara to approve the following resolution: **WHEREAS,** the Town of Seneca Falls must establish a policy to for the maximum leave credits allocated to Volunteer Firefighters; and

WHEREAS, this policy will apply to full-time Town employees who are volunteer firefighters and must respond to emergency calls;

NOW, THEREFORE, BE IT RESOLVED that the Seneca Falls Town Board adopt the following Volunteer Firefighter Leave Policy:

PURPOSE

The purpose of this policy is to outline the Town of Seneca Falls' regulations regarding the maximum leave credits allocated to Volunteer Firefighters.

SCOPE

This policy applies to full-time Town employees who are volunteer firefighters and must respond to emergency calls.

POLICY/PROCEDURE

If a full-time employee belongs to a Volunteer Fire Company, and must respond to EMERGENCY calls, the Town of Seneca Falls will allow a maximum of 20 hours per year before leave credits (vacation or personal) must be used. As stated above, this policy applies to full-time employees only.

Members of the above-named organizations will be required to provide proof of status of said organization to their department head on an annual basis (first week of January) to receive compensation.

Proof of responding to each emergency must be submitted to their department head within five (5) workdays of said emergencies. Department head approval must be granted to leave during normal working hours. Absence must not interfere with departmental operations.

All in favor. Motion carried.

f. New Business:

i. Award Sedimentation Improvements Project – BL-2025-01 – A motion was made to approve the following resolution by Councilman Sinicropi and seconded by Councilman Puylara: **WHEREAS**, the Town of Seneca Falls (Town) is the owner of their Town's Sedimentation Improvements Project ("Project"); and

WHEREAS, pursuant to New York State Municipal Law, bids for the Sedimentation Improvements Project were received, publicly opened and read aloud on January 24, 2025, 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 January 27, 2025, has recommended award of the Sedimentation Improvements Project as follows:

1. Contract No. 2 – General Construction

NOW, THEREFORE, BE IT RESOLVED that based on the recommendation of B&L, the Town of Seneca Falls Town Board hereby awards the Sedimentation Improvement Project as follows:

1. Contract No. 2 – General Construction to Blue Heron Construction Co., LLC for the Base Bid in the amount of $584,000.00. This is a budgeted item from F0511R.208 (Sedimentation Improvements).

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

All in favor. Motion carried.

ii. Install Electic Height Adjuster for Basketball Hoops – CR-2025-01 – A motion was made by Councilwoman Dyson and seconded by Councilwoman Laskoski to approve the following resolution:

WHEREAS, the Town of Seneca Falls recognizes the importance of upgrading the Community Center basketball hoop height adjusters to provide increased accessibility and safe operation for all staff and volunteers; and

WHEREAS, the Town of Seneca Falls Parks and Recreation Department was only able to obtain two quotes for the purchase of the necessary equipment and two quotes for the electrical installation of basketball hoop height adjusters; and

WHEREAS, the Town of Seneca Falls Parks and Recreation Department has allocated 2025 Budget Funds total $28,060.73 for facility maintenance under budget line CR7140.208, including $18,060.73 in unencumbered funds from the 2024 budget line CR2-7110.400; and

WHEREAS, the lowest quote for materials and installation of the hoop height adjuster was received from Nickerson in the amount of $20,675, and the lowest quote for electrical materials and labor was received from Saxton Electric, Inc. in the amount of $5,750; and

THEREFORE, BE IT RESOLVED, that the Town of Seneca Falls Board approves payment of $20,675 to Nickerson for materials and installation of hoop height adjusters from budget line CR7140.208 and payment of $5,750 to Saxton Electric, Inc. for electric installation of hoop height adjusters.

All in favor. Motion carried.

iii. Purchase Cushman Electric Utility Vehicle – CR-2025-02 – A motion was made by Councilwoman Dyson and Seconded by Councilwoman Laskoski to approve the following resolution: **WHEREAS,** the Town of Seneca Falls recently received a 1-Star Clean Energy Communities Designation Grant of $15,000; and

WHEREAS, the Designated Grant must be used to offset the cost of purchasing an Electric Utility Vehicle (UTV)to support the maintenance of the Town's Green Spaces, thereby advancing the Town's commitment to achieving its Clean Energy Goal and aligning with New York State's clean energy initiative; and

WHEREAS, the Town of Seneca Falls Parks and Recreation received two quotes for Electric UTVs: Finger Lakes Dairy Services, Inc. provided Quote #QTE1809 for a Landmaster EV 2WD with a trail package and poly hood for $9,999. Finger Lakes Dairy Services, Inc is in their second year of offering Electric UTV's; however, they do not provide service for their electric vehicles, and this model has been discontinued.

MTE Equipment Solutions, Inc. through the Sourcewell NYS Contract, provided Quote #01-71882 is for a 2025 Cushman EV Hauler 800 Elite for $11,681.40. MTE has over 15 years of experience in selling and servicing electric vehicles, with Cushman having a history of manufacturing utility vehicles for over 100 years; and

NOW, THEREFORE, BE IT RESOLVED, the Seneca Falls Town Board approves the expenditure of $11,681.40 from Budget Line CR7020.200 for the purchase of a Cushman Hauler 800 Elite Electric Utility Vehicle from MTE Equipment Solutions, Inc.

All in favor. Motion carried.

iv. Purchase Four new Desktop Computers for SFPD – PD-2025-01 – A motion was made by Councilman Sinicropi and seconded by Councilwoman Laskoski to approve the following resolution: **WHEREAS,** the Police Department seeks approval of the Town Board to purchase four new desktop computers for the, Lieutenant, Investigator and two for the Clerk's Office; and

WHEREAS, it is the recommendation of Integrated Systems to replace the aging desktops; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board Authorize the purchase of four desktop computers for the Police Department $5,570.12 from Integrated Systems; and

BE IT FURTHER RESOLVED, that the new desktop computers shall be purchased with budgeted funds from A590. All in favor. Motion carried.

v. Pool Filling and Leak Credits – F-2025-02 – A motion was made by Councilman Sinicropi and seconded by Councilwoman Dyson to approve the following resolution: **WHEREAS,** credits have compiled for pool fillings and leak credits for January 2025; and

WHEREAS, the total number of accounts to be credited are one; and

WHEREAS, the total dollar amount for the credits totals $114.80.

BE IT RESOLVED that the following person is issued credit.

Gary Christiansen	$114.80

All in favor. Motion carried.

vi. Purchase Wheel Saw – FG-2025-02 – A motion to approve the following resolution was made by Councilwoman Laskoski and seconded by Councilwoman Dyson: **WHEREAS,** the water/ sewer department is in need of a new wheel saw and budgeted for same in 2025; and

WHEREAS, we will trade in old wheel saw; and

WHEREAS, Bobcat of the Finger lakes in Geneva has quoted a price under NYS Contract #PC69396 award PGB #22792 group 40625 heavy equipment for $14,407.56 due after trade in.

NOW, THEREFORE, BE IT RESOLVED the town board authorizes trading in our old wheel saw and purchasing the new saw for a total of $14,407.56 after trade in.

Line Item	Start balance	Requested	Balance
F8340.496	$15,000.00	$14,407.56	$592.46

All in favor. Motion carried.

vii. CDL Driver Training – Troy Pickard – FG-2025-03 – A motion to approve the following resolution was made by Councilman Puylara and seconded by Councilman Sinicropi: **WHEREAS,** we received two bids for sending Troy Pickard to CDL B driver training; and
WHEREAS, 160 Driving Academy in Liverpool, NY was the low bidder for $3,800.00; and
WHEREAS, Troy is aware of the Town policy that requires three (3) years of service, or the Town must be reimbursed for said training costs.
NOW, THEREFORE, BE IT RESOLVED the town board authorizes sending Troy Pickard to the training at 160 Driving Academy in Liverpool, NY for a total cost of $3,800.00

Line Item	Start balance	Requested	Balance
G8130.400	$25,000.00	$3,800.00	$21,200.00

All in favor. Motion carried.

viii. Purchase Grease Pump for Wastewater Plant – FG-2025-04 – A motion to approve the following resolution was made by Councilman Puylara and seconded by Councilman Sinicropi: **WHEREAS,** the Wastewater Plant is in the need of replacing the grease pump at the primary tank; and
WHEREAS, Ground Water Systems in Bloomfield NY is the sole source for the pump, per the manufacture; and
WHEREAS, the price for said pump is $69,892.47.
NOW, THEREFORE, BE IT RESOLVED the Town Board authorizes the purchase of a grease pump from Ground Water Systems in Bloomfield NY for $69,892.47. All in favor. Motion carried.

ix. Trench Box Purchase – FG-2025-05 – A motion to approve the following resolution was made by Councilman Puylara and seconded by Councilwoman Laskoski: **WHEREAS,** we received two bids for the purchase of a needed trench box
WHEREAS, Iron Lot LLC in Burlington NC was the low bidder at $14,011.42
NOW, THEREFORE, BE IT RESOLVED the town board authorizes purchasing said Trench box from Iron Lot, LLC in Burlington NC for $14,011.42

Line Item	Start balance	Requested	Balance
G8120.208	12,500.00	12,500.00	0
F8340.440	15,000.00	1,511.42	13,488.58

All in favor. Motion carried.

x. Modify the Budget – FO-2025-01 – A motion to approve the following resolution was made by Councilwoman Laskoski and seconded by Councilman Puylara: **WHEREAS**, New York State Law requires the Town Board to approve all Budget Modifications.
WHEREAS, the following transactions are being requested for in the 2025 budget due to omitted entries for necessary expenses and,
NOW, THEREFORE, BE RESOLVED that the Town of Seneca Falls Town Board does hereby approves appropriation from unexpended funds.

BUDGET LINE	TITLE	INCREASE BY
G8130.405	GASOLINE	$10,000.00
F8340.102	OVERTIME	$25,000.00
F8340.106	DEPUTY PAY	$3,120.00
F8340.101	LONGEVITY	$3,000.00
G8120.415	DRUG SCREENING	$1,000.00
DA5110.120	OVERTIME	$2,000.00
DA5110.210	SHOP TOOLS	$1,000.00

DA5110.401	SAFETY TRAINING	$200.00
A3510.400	DOG CONTROL – OFFICE SUPPLIES	$500.00
A1375.400	CREDIT CARD FEES	$3,000.00

Councilwoman Laskoski commented about the amount of money allocated for the Highway Department overtime and the need to increase it. She commented that it should be modified at the February 12, 2025, meeting.
All in favor. Motion carried.

xi. Downtown Core Redevelopment & District rezoning project (MI-CI) SEQR Resolution Intent to be Lead Agency – MRB-2025-01 – A motion was made by Councilman Puylara and seconded by Councilman Sinicropi to approve the following resolution: **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 "Downtown Core Redevelopment & District Rezoning Project M1-C1". Rezoning certain parcels from Industrial (M1) to Local Retail (C-1) 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, March 3, 2025. All in favor. Motion carried.

xii. Introducing Proposed Local Law and Providing for Public Hearing for Downtown core Redevelopment & District Rezoning Project (MI-CI) – MRB-2025-02 – A motion was made by Councilwoman Laskoski and seconded by Councilman Puylara to approve the following resolution: **WHEREAS** the Town Board of the Town of Seneca Falls believes that it would be advantageous to the Town to amend the Town's Zoning Map in order to encourage development.
NOW THEREFORE, BE IT RESOLVED that proposed Local Law No. 1 of the year 2025 entitled "Local Law to amend the Official Zoning Map of the Town of Seneca Falls, New York to rezone an M-1 Industrial District to a C-1 Local Retail District" 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 FURTHER RESOLVED that the aforesaid proposed local law be referred to the Seneca County and Seneca Falls Town Planning Boards for review and recommendation;

BE IT FURTHER RESOLVED that the Town Board will hold a public hearing on said proposed Local Law at 6:00 p.m. on March 4, 2025; 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. Upon adoption of the foregoing provision, the Clerk distributed copies of the aforesaid Local Law to each member of the Town Board.

All in favor. Motion carried.

xiii. Investigation Cameras and Computer – PD-2025-02 – A motion to approve the following resolution was made by Councilwoman Dyson and seconded by Councilman Sinicropi: **WHEREAS**, the Seneca Falls Police Department received a $101,658.00 Law Enforcement Technology grant from New York State Division of Criminal Justice Services to purchase technology equipment; and

WHEREAS, it is extremely important to the Seneca Falls Police Department and the community in which it serves to be equipped with up-to-date technology to document and collect evidence; and

NOW THEREFORE, BE IT RESOLVED, the Seneca Falls Town Board authorize Chief Snyder to purchase two special use cameras and computer for investigations using the Law enforcement Technology grant funds at a cost of $9,000.00. All in favor. Motion carried.

xiv. Purchase of Computers – TC-2025-02 – A motion to approve the following resolution was made by Councilman Sinicropi and seconded by Councilwoman Dyson: **WHEREAS**, several computers within the Town office were replaced in 2024 due to age and varying levels of functionality; and

WHEREAS, there were others that needed to be replaced that were not budgeted for in the 2024 budget that still need to be replaced.

THEREFORE, BE IT RESOLVED that the computers listed below are replaced in the 2025 calendar year and paid from budget line A590.

Linda Wolcott	$1,889.41	Town Clerks Office
Melissa Brown (Laptop)	$1,645.25	Town Clerks Office
Mary Jones	$1,889.41	Recreation Center
Peter Porcelli	$1,889.41	Zoning Office
Melissa Brown – 2nd monitor	$297.00	Town Clerks Office
Mary Jones – 2nd monitor	$297.00	Recreation Center
Justin Hlywa – 2nd monitor	$297.00	Recreation Center
TOTAL	**$8,204.48**	

Discussion: Supervisor Schmitter disagreed with the purchase of the computers from the suggested budget line and didn't understand why more computers needed to be replaced as we did replace computers in 2024. Clerk Brown explained why each computer needed to be replaced and that the computers were replaced under the A1680 budget line in 2024, and it was stated then that it could be done again to finish replacing computers in 2025. Supervisor Schmitter made a motion to table the resolution, seconded by Councilman Sinicropi. Ayes – Schmitter, Sinicropi Nayes – Puylara, Dyson, Laskoski. Councilman Sinicropi made a motion to amend the resolution to take the money from the contingency fund (A590) seconded by Councilwoman Laskowski. All in favor. Motion carried. A motion to purchase as amended was made by Councilman Puylara and seconded by Councilman Sinicropi. All in favor. Motion carried.

xv. Release of Funds to the Seneca Museum – TC-2025-03 – A motion was made by Councilwoman Dyson and seconded by Councilman Puylara to approve the following resolution: **WHEREAS,** the Town Board has passed the 2025 Town Budget which includes items and amounts for the benefit of the Seneca Museum in the amount of $75,636.02; and

WHEREAS, the Seneca Museum has requested release of such funds for the 2025 calendar year which includes events for the general public's enjoyment.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board is authorized to release the $75,636.02 to the Seneca Museum paid from account A7989.405.

xvi. Transfer of Building Maintenance Mechanic, Groundskeeper/Cleaner, Cleaner to the Department of Public Works – TS-2025-06 – A motion was made to approve the following resolution with the following amendments, remove zoning officer and cemetery crew by Councilwoman Laskoski and seconded by Councilwoman Dyson: **WHEREAS,** it is essential to consider Town Law applicable to towns with specific populations prior to assigning non-elected positions within departments; and
WHEREAS, the creation of the Department of Public Works (DPW) allows for the assignment of positions not originally specified in the local law establishing the DPW; and
WHEREAS, to ensure effective management and fulfill our responsibilities to the Town residents and taxpayers, certain positions necessitate daily oversight and guidance, making the DPW the most suitable department for these roles; and
WHEREAS, the position of Town Zoning & Ordinance Officer is no longer recognized as a department head following the agreement with the Civil Service Employees Association (CSEA), which serves as the bargaining representative for specific Town employees; and
WHEREAS, the Building Maintenance Mechanic has transitioned into the bargaining unit and is no longer classified as a department head; and
WHEREAS, the Groundskeeper/Cleaner and Cleaner positions are also better suited to fall under the auspices of the DPW; and
WHEREAS, it is in the Town's best interest to assign the above-mentioned positions to the DPW for the purposes of supervision, oversight and guidance as well as budget management.
NOW, THEREFORE, BE IT RESOLVED that the positions of Building Maintenance Mechanic shall be transferred to the DPW with updated responsibilities as specified in their Job Descriptions, inclusive of any modifications to salary or benefits, effective on the Monday following the adoption of this Resolution. All in favor. Motion carried.

xvii. Transfer Aaron Passalacqua from DPW to Highway Department – TS-2025-07 – A motion to approve the following resolution was made by Councilwoman Laskoski and seconded by Councilwoman Dyson: **WHEREAS**, the Highway Department has an open position for Motor Equipment Operator (MEO) and is short-staffed; and
WHEREAS, Aaron Passalacqua meets the qualifications as per Seneca County Civil Service requirements; and
WHEREAS, Mr. Passalacqua has requested a transfer from the Department of Public Works.
NOW, THEREFORE, BE IT RESOLVED the Town Board of Seneca Falls agrees to appoint Aaron Passalacqua to the MEO position in the Highway Department at his current hourly rate effective as soon as possible. Mr. Passalacqua will be provided a 30-day probation period in his new position. He will not be allowed to transfer out of the Highway Department after the 30-day probation period. All in favor. Motion carried.

xviii. Appoint Mark Marquart to the Position of Part-Time Building Maintenance Mechanic- TS-2025-08 – A motion was made by Councilman Puylara and seconded by Councilwoman Dyson to approve the following resolution: **WHEREAS**, the Building Maintenance Mechanic position is now vacant with the transfer of Aaron Passalacqua to the Highway Department; and
WHEREAS, it is in the best interest of the Town to hire a replacement for this critical position as soon as possible; and
WHEREAS, Mark Marquart, a former town employee who held this position for a number of years, has offered to take the position on a part-time basis (not to exceed 25 per week), at a rate of $25.40 per hour.

NOW, THEREFORE, BE IT RESOLVED that the Town Board approves appointing Mark Marquart as a part-time Building Maintenance Mechanic at a rate of $25.40 per hour, not to exceed 25 hours per week. All in favor. Motion carried.

xix. Adopt Policy for Snow & Ice Operations in Support of Highway Department – TS-2025-09 – A motion to discuss the following resolution was made by Councilman Puylara and seconded by Councilwoman Laskoski: **WHEREAS,** it is imperative that a firm policy be enacted which defines the roles and duties, communications and procedures for the deployment of DPW personnel for Snow and Ice Maintenance Operations in support of the Highway Department; and
WHEREAS, the objective of such a policy is to mobilize the DPW staff to assist the Highway Department for snow and ice maintenance operations in a timely and effective manner, to keep public roads and streets open to traffic and to protect the safety of the driving public.
NOW, THEREFORE, BE IT RESOLVED that the attached policy be enacted and effective immediately upon Board approval.
Discussion: Councilwoman Laskoski noted that it was not created in collaboration with the Highway Department. Councilwoman Laskoski made a motion to table the resolution until the February 12, 2025, meeting seconded by Councilwoman Dyson. Ayes – Dyson, Laskoski, Puylara Nayes – Schmitter, Sinicropi. Resolution tabled until February 12, 2025, meeting.

xx. Contract for and Appoint an Additional Attorney for the Town to Cover Backlog – TS-2025-10 – A motion was made by Councilman Puylara and seconded by Councilwoman Laskoski to approve the following resolution: **WHEREAS**, the Town Attorney has been performing exceptionally well in the capacity of Attorney for the Town; and
WHEREAS, the Attorney for the Town is currently facing a substantial workload, necessitating additional legal support to address the ongoing legal inquiries and challenges confronting the Town; and
WHEREAS, it is in the best interest of the Town to secure the services of an additional Attorney on a contractual hourly basis to assist the current Attorney for the Town; and
WHEREAS, this additional Attorney will be instrumental in alleviating both the existing and anticipated legal backlog in 2025.
NOW, THEREFORE, BE IT RESOLVED that Graff Law Office, PLLC, be retained to provide these legal services as deemed necessary by the Town Supervisor for the betterment of the Town. All in favor. Motion carried.

xxi. Transfer of Supervisory Capacity – KL-2025-01 – A motion was made by Councilwoman Dyson and seconded by Councilman Sinicropi to approve the following resolution: **WHEREAS**, the line of succession between the duties performed by like departments are important for cohesiveness and continuity; and
WHEREAS, the function of Zoning and Code Enforcement is closely aligned with the function of the Police Department; and
WHEREAS, it is extremely important to exercise such governance and oversight among like departments; and
NOW THEREFORE, BE IT RESOLVED, the Seneca Falls Town Board authorize Full Time Zoning and Ordinance Enforcement Officer to be transferred under the supervision of the Police Department; and
BE IT FURTHER RESOLVED, the Seneca Falls Town Board authorizes Part Time Zoning and Ordinance Enforcement Officer to be transferred under the supervision of the Full Time Zoning and Ordinance Enforcement Officer and all budgetary lines to be transferred directly under the Police Department. All in favor. Motion carried.

xxii. Authorization to Advertise for bids for Kingdom Road Sanitary Sewer Improvement Project – A motion was made by Councilman Puylara and seconded by Councilwoman Laskoski to approve the following resolution: **WHEREAS,** the Kingdom Road Sanitary Sewer Improvement Project

specifications are completed and ready for bids. **WHEREAS,** it is necessary to obtain Board approval to advertise that project for bids.

NOW, THEREFORE, BE IT RESOLVED that the Town Board authorizes the advertisement for bids for the Town of Senecca Falls Kingdom Road Sanitary Sewer Improvements Project. All in favor. Motion carried.

xxiii. Authorize DPW Director to Plan, Administer and Solicit Quotes, and Construct King Road Guiderail Culvert Replacement – TS-2025- **WHEREAS,** the guiderail system as designed and installed on the bridge over the King Road culvert does not meet NYS DOT standards and is inherently dangerous to the driving public; and

WHEREAS, the existing guiderail system, on the north side of the road has sustained significant damage, resulting in a severely unsafe condition necessitating the closure of that road; and **WHEREAS,** it is imperative for the Town to devise a plan to repair the guiderails and make the necessary repairs to the guiderail system, road and culvert according to NYS DOT Standards; and **WHEREAS,** Peter Messmer, Director of Public Works, is an experienced public works and highway engineer, having served in the positions of County Highway Superintendent, County Highway Engineer, Consultant Engineer, and a United States Army Corp of Engineers Officer; and **WHEREAS,** Peter Messmer has performed: project scoping and planning, calculated project cost estimates, design for highway pavements and drainage projects, budget and project management, field project supervision, and field construction QC testing and inspection on numerous projects over a 41-year career to date; and **WHEREAS,** the Guiderail Replacement Project on King Road is well within the scope of his experience and expertise, **NOW, THEREFORE, BE IT RESOLVED** that the Town of Seneca Falls Department of Public Works provide project planning, design, and administration for the King Road Guide Rail Replacement Project in support of the Highway Department.

xxiv. Appointments: A motion to approve the following appointments was made by Councilwoman Dyson and seconded by Councilman Puylara:

Daniel Babbitt Sr. to Planning Board (filling the unexpired term of M. Blair) Term Ending 12/31/20209

John Wood to Zoning Board of Appeals (replacing Gerald Drake) Term Ending 12/31/2029

Frances Barbieri to Town Historian

All in favor. Motion carried.

xxv. Roll Off to be Sold on Auctions International – DA-2025-02 – A motion was made by Councilwoman Dyson and seconded by Councilman Puylara to approve the following resolution: **WHEREAS,** the Highway Department purchased a new roll off truck to replace the one that was no longer in good working order; and

WHEREAS, the International 7300 DT466, 1HTWAAAR55J139250, with 92,377 miles will be put on Auctions International for auction.

NOW, THEREFORE, BE IT RESOLVED the Highway Department will put the above listed vehicle on Auctions International. All in favor. Motion carried.

g. Audit of Claims – A motion to approve the audit of claims was made by Councilwoman Dyson and seconded by Councilman Puylara

CODE	FUND	TOTALS
A	GENERAL FUND - TOWNWIDE	$529,552.61
CR	RECREATION	$16,531.72
CR2	VINCE'S PARK	$2,924.95
DA	HIGHWAY FUND – TOWNWIDE	$28,533.42
F	WATER FUND	$29,239.65
G	SEWER FUND	$37,958.41
H4	DOWNTOWN REVITALIZATION	$7,503.92
H5	EXCESS FLOW TANK PROJECT (EQ TA)	$11,769.43

H6	ZEV GRANT	$3,884.25
SR	TOWNWIDE REFUSE DISTRICT	$27,851.50
V1	OBLIGATIONS – OLD VILLAGE	$519.96
	TOTAL	**$1,196,269.82**

All in favor. Motion carried.

Motion to adjourn made by Councilman Puylara and seconded by Councilwoman Dyson. All in favor. Motion carried.

Respectfully submitted

Melissa G. Brown
Town Clerk