A. The Seneca Falls Town Board held a regular meeting on Tuesday October 6, 2026, at the Seneca Falls Town Office, 130 Ovid Street Seneca Falls NY 13148.
Supervisor Schmitter called the regular meeting to order at 6:02 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	
Councilwoman Gabby Cosentino	X	
Councilman Jackson Puylara	X	
Councilwoman Dawn Dyson	X	
Councilwoman Wendy Crane	X	

Also present were:

Town Manager		
Town Attorney Patrick Morell	X	
Director of Parks & Recreation Missy Jones	X	
Town Assessor Deborah VonWald	X	
Zoning Officer		
Highway Superintendent Jeremy Wendt	X	
Police Chief Timothy Snyder	X	
Chief of Water & Sewer		
Dept. Public Works Peter Messmer	X	

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

D. Privilege of the Floor – Agenda Items Only

No members of the public came forward to speak on current agenda items.

E. Supervisor's Report

The supervisor thanked the Highway Department, Public Works, and Water Department for their excellent storm cleanup efforts, and recognized Tracy, the Town's bookkeeper, for her work on the budget to date.

Councilwoman Crane added remarks about the upcoming Halloween trick-or-treating event at the Recreation Center, scheduled for Halloween from 11:00 AM to 2:30 PM, and encouraged residents to attend. She also thanked Charlie Luffman for assisting with closing the pool and echoed appreciation for all departments involved in storm cleanup.

Councilwoman Dyson thanked Police Chief Tim Snyder for getting a refrigerator for the breakroom from Lowe’s at a good deal on his day off.

F. Department Reports
a. Assessor's Report, 10/6/2026
b. Highway Report, August 2026
c. Highway Report, September 2026
d. Parks & Recreation Report, October 2026

A motion to accept Department Reports items (a) through (d) was made by Councilwoman Dyson and seconded by Councilman Puylara. The motion carried unanimously.

G. Communications

a. Barton & Loguidice Report, October 2026

A motion to accept the Barton & Loguidice Report was made by Councilwoman Crane and seconded Councilman Puylara. The motion carried unanimously.

H. New Business

a. Resolution: Bid Acceptance Bayard Street Culvert General Construction -TB-2026-74

WHEREAS, the Town of Seneca Falls received six bids for the Bayard Street Culvert General Construction Project, as reflected in the attached Bid Tabulation; and
WHEREAS, following review and due diligence, the Project Manager has recommended awarding the contract to the lowest responsible bidder, The L.C. Whitford Co., Inc., in the amount of $4,588,885.99, including allowances;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby accepts the bid submitted by The L.C. Whitford Co., Inc. and awards the contract for the Bayard Street Culvert General Construction Project to The L.C. Whitford Co., Inc. in the total amount of $4,588,885.99, including allowances; and
BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute the Notice of Award dated October 6, 2026, a copy of which is attached hereto.

A motion to accept the bid for the Bayard Street Culvert General Construction was made by Councilwoman Dyson and seconded Councilwoman Cosentino. The motion carried unanimously.

b. Resolution: Implementation & Funding of Safe Routes to Schools, Phase III – TB-2026-75

WHEREAS, the Town of Seneca Falls Safe Routes to School—Phase III project, TAP 2022, PIN 395084 (the "Project"), is eligible for funding under Title 23 of the United States Code, with eligible costs generally funded at 80% Federal funds and 20% non-Federal funds; and
WHEREAS, the Town Board previously approved the Project by resolution on November 15, 2022; and
WHEREAS, the Town desires to advance the Project and provide first-instance funding for Project engineering, right-of-way, and construction costs, subject to reimbursement for eligible Federal and State aid costs; and
WHEREAS, the previously authorized Project appropriation of $2,285,184 must be increased by $150,000, for a revised total appropriation of $2,435,184, which is the amount shown on the Supplement Agreement (attached);
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby increases the total appropriation for the Project from $2,285,184 to $2,435,184, with such funds to be appropriated from Town Reserves and made available to cover the Town's participation in the Project; and
BE IT FURTHER RESOLVED, that the Town of Seneca Falls is authorized to pay, in the first instance, 100% of the Federal and non-Federal shares of the costs of engineering, right-of-way, and construction work for the Project, or portions thereof, with the understanding that up to 80% of eligible costs may be reimbursed to the Town through Federal aid and any applicable State aid; and
BE IT FURTHER RESOLVED, that costs incurred by the Town for preliminary engineering and construction be it further administration/construction inspection work that are approved in writing by the New York State Department of Transportation as eligible for Federal and/or Marchiselli aid may be credited to eligible Project costs following the Federal Highway Administration's construction-phase closeout audit; and
BE IT FURTHER RESOLVED, that the Town of Seneca Falls shall be responsible for all Project costs that exceed available Federal or State aid allocations, including costs associated with ineligible Project elements; and
BE IT FURTHER RESOLVED, that, if Project costs exceed the amount appropriated herein, the Town Board shall convene as soon as practicable upon notice from the Town Supervisor to consider appropriation of the additional funds required; and
BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute all agreements, certifications, reimbursement requests, and other documents necessary to advance, administer, and obtain Federal and State aid reimbursement for the Project through the New York State Department of Transportation; and
BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be filed with the New York State Commissioner of Transportation and attached to any required agreement relating to the Project and.
BE IT FURTHER RESOLVED his resolution shall take effect immediately.

Councilwoman Dyson inquired about the timeline and scope of the project, noting it had been ongoing for approximately three years. Councilwoman Cosentino asked whether bike lanes could be incorporated. Town Clerk Melissa Brown clarified that Phase III covers sidewalks only, and that Phase IV, which is in the application stage, could include bike lanes.

A motion was made by Councilwoman Crane and seconded by Councilman Puylara. The motion carried unanimously.

c. Resolution: Resolution & Signature Document to Approve MCA Yearly-2027 – TB-2026-73

WHEREAS, the Town of Seneca Falls is a Participant in the Greater Tompkins County Municipal Health Insurance Consortium (the "Consortium"), a municipal cooperative organized under Article 47 of the New York Insurance Law, and
WHEREAS, the municipal participants in the Consortium, including this body, have approved and executed a certain Municipal Cooperation Agreement (the "Agreement"; effective date of October 1, 2010), and

WHEREAS, Article 47 of the New York Insurance Law (the "Insurance Law") and the rules and regulations of the New York State Department of Financial Services set forth certain requirements for governance of municipal cooperatives that offer self-insured municipal cooperative health insurance plans, and

WHEREAS, the Agreement sets forth in Section Q2 that continuation of the Consortium under the terms and conditions of the Agreement, or any amendments or restatements thereto, shall be subject to Board review and upon acceptance of any new Participant hereafter, and

WHEREAS, the Municipal Cooperative Agreement requires that amendments to the agreement be presented to each participant for review and adopted by a majority vote by its municipal board, and

WHEREAS, the Town of Seneca Falls is in receipt of the proposed amended Agreement and has determined that it is in the best interest of its constituents who are served by the Consortium to amend the Agreement as set forth in the Amended Municipal Cooperative Agreement, now therefore be it

RESOLVED, that upon receipt and review of the amended Agreement, the Seneca Falls Town Board approves at a meeting of the governing body held on October 6, 2026, and authorizes the Chief Elected Official to sign the 2027 Amendment to the Municipal Cooperative Agreement (Effective 1.1.27) of the Greater Tompkins County Municipal Health Insurance Consortium as recommended by the Board of Directors.

A motion was made by Councilman Puylara and seconded by Councilwoman Dyson. The motion carried unanimously.

d. Resolution: Appoint Member to Zoning Board of Appeals – ZE-2026-10

WHEREAS, a vacancy exists on the Town of Seneca Falls Zoning Board of Appeals due to the resignation of Susan Sholar; and

WHEREAS, Aaron Linderman has served as an Alternate Member of the Zoning Board of Appeals and has expressed an interest in serving as a Member; and

WHEREAS, the Town Board has determined that Mr. Linderman possesses the qualifications necessary to serve as a Member of the Zoning Board of Appeals and recommends his appointment to fill the remainder of Ms. Sholar's unexpired term.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby appoints Aaron Linderman as a Member of the Town of Seneca Falls Zoning Board of Appeals, effective immediately, to fill the unexpired term resulting from the resignation of Susan Sholar, said term to expire on December 31, 2026.

Supervisor Schmitter noted that Erin Linderman would be appointed as an alternate to the Zoning Board of Appeals, filling the position previously held by Susan.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously.

e. Resolution: Authorize Financial Support for It's a Wonderful Life Committee-2026 Community Event -

WHEREAS, the Town of Seneca Falls recognizes the importance of community events and activities that promote civic engagement, community pride, family participation, and the quality of life of residents; and

WHEREAS, the Wonderful Life Committee organizes and supports community events in the Town of Seneca Falls during the 2026 holiday season; and

WHEREAS, the Town Board wishes to provide financial support toward the costs of eligible 2026 Wonderful Life community events, subject to applicable law and budgetary requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the expenditure of **$5,000.00 from Account A00-6989-402-00** to provide financial support to the Wonderful Life Committee for eligible expenses associated with its **2026 community events**; and

BE IT FURTHER RESOLVED, that such funds shall be used solely for expenses associated with the approved 2026 community events and shall not be used for personal, political, or other unauthorized purposes; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Town Clerk are hereby authorized to execute any necessary documentation and take such administrative actions as are necessary to carry out this

resolution, subject to review by the Town Attorney and compliance with all applicable New York State laws and Town policies.

Discussion revealed that the Town itself cannot write checks directly for this type of community event. Supervisor Schmitter and Councilwoman Dyson clarified that the funds must flow through the Seneca Falls Development Corporation (SFDC), and that the SFDC account had already been budgeted for this purpose. The board determined that no formal resolution was necessary, as the existing budget allocation through the SFDC was sufficient.

f. Resolution: Terminate Services with JT Enterprises & Provide 30 Days' Notice of Lease Termination – TB-2026-69

WHEREAS, the Town of Seneca Falls ("Town") has utilized the services of JT Enterprises ("JT Enterprises") for certain goods, services, contracting, maintenance, rental, or other work or arrangements involving Town property; and

WHEREAS, JT Enterprises currently occupies or utilizes a residential dwelling located upon property owned or controlled by the Town of Seneca Falls (the "Premises"); and

WHEREAS, the Town Board has determined that it is in the best interests of the Town and its taxpayers to discontinue the Town's business relationship with JT Enterprises and to terminate the existing lease, rental, or occupancy arrangement concerning the residential dwelling located on the Premises; and

WHEREAS, the Town Board desires to provide formal written notice that the lease, rental, or occupancy agreement concerning the residential dwelling shall terminate thirty (30) days following service of written notice, or on such other date as may be required by the applicable lease, agreement, or New York State law, whichever is later; and

WHEREAS, the Town Board further desires to ensure that the termination of the lease or rental arrangement is conducted in accordance with the terms of any written agreement and all applicable statutory requirements governing termination of residential tenancies;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby terminates the Town's business relationship with JT Enterprises and directs that no additional services, work, purchases, or commitments be authorized through JT Enterprises, effective immediately upon adoption of this Resolution, to the fullest extent permitted by any applicable contract or by law; and

BE IT FURTHER RESOLVED, that JT Enterprises shall not undertake any additional work or incur any additional expenses on behalf of the Town unless specifically authorized in writing by the Town Board or an official expressly authorized by the Town Board; and

TERMINATION OF LEASE/RENTAL OF RESIDENTIAL DWELLING

BE IT FURTHER RESOLVED, that the Town Board hereby provides thirty (30) days' written notice of termination of the lease, rental, or occupancy arrangement for the residential dwelling located on Town property and currently occupied or utilized by JT Enterprises; and

BE IT FURTHER RESOLVED, that the termination of the lease, rental, or occupancy arrangement shall become effective thirty (30) days after proper service of written notice upon the tenant/occupant, unless the applicable lease or rental agreement requires a longer notice period or applicable New York State law requires a different period, in which case the Town shall comply with the legally required notice period; and

BE IT FURTHER RESOLVED, that upon termination of the tenancy, JT Enterprises and any occupants claiming through JT Enterprises shall surrender possession of the residential dwelling to the Town, together with all keys, access devices, and other Town property associated with the Premises; and

BE IT FURTHER RESOLVED, that the residential dwelling shall be surrendered in accordance with the applicable lease or rental agreement and applicable law, ordinary wear and tear excepted; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Town Attorney are authorized and directed to prepare and/or review the required written notice of termination and to ensure that such notice is served in the manner and within the time period required by the applicable lease and New York State law; and

OUTSTANDING OBLIGATIONS

BE IT FURTHER RESOLVED, that any outstanding work being performed by JT Enterprises shall be reviewed by the appropriate Town official and, where necessary, the Town Attorney, to determine the Town's obligations under any existing contract, purchase order, lease, rental agreement, or other legally binding arrangement; and

BE IT FURTHER RESOLVED, that the Town shall pay only those amounts that are properly due and owing for services, materials, rent, or other obligations that were authorized and properly incurred prior to the applicable termination date, subject to verification and the terms of any applicable agreement; and

BE IT FURTHER RESOLVED, that JT Enterprises shall return any Town-owned equipment, keys, access devices, records, documents, materials, or other property in its possession, custody, or control upon request and, in the case of the residential dwelling, no later than the date possession is required to be surrendered; and

BE IT FURTHER RESOLVED, that the Town Supervisor, Town Clerk, and/or other appropriate Town officials are hereby authorized and directed to provide JT Enterprises with written notice of termination and to take all actions necessary to implement this Resolution; and

BE IT FURTHER RESOLVED, that any prior resolution, authorization, purchase order, lease, rental authorization, or other Town authorization permitting JT Enterprises to provide services, occupy, rent, or otherwise utilize Town property that is inconsistent with this Resolution is hereby rescinded or terminated to the extent legally permissible; and

BE IT FURTHER RESOLVED, that the Town Board expressly reserves all rights, claims, remedies, and defenses available to the Town under any applicable agreement, lease, law, or otherwise, and nothing in this Resolution shall constitute a waiver of any such rights; and

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

Significant discussion arose regarding the termination of services and lease with JT Enterprises. Councilwoman Crane expressed support for transitioning to the Camden Group, noting concerns about the lack of licensed water and sewer operators being developed internally, high employee turnover in the Water Department, and JT Enterprises' apparent willingness to depart by year's end. She noted that the Camden Group had been contacted and was willing to meet with the full board the following week.

Councilman Puylara expressed opposition to the proposed transition, citing several concerns: JT Enterprises' owner, Joe, was willing to continue through year's end at a competitive rate of approximately $1,000 per week versus an estimated maximum of $4,000 per week plus mileage for Camden Group; Joe's proximity to the water treatment plant versus Camden's 80-mile distance; and the absence of a formal Request for Proposals (RFP) for either arrangement.

Supervisor Schmitter raised the legal concern that any service contract exceeding $50,000 requires an RFP, noting that fees for JT Enterprises had exceeded $52,000. He also noted that 90 days' notice would be required for the lease termination.

A motion to table the resolution was made by Councilwoman Cosentino and seconded by Councilwoman Dyson. The motion carried 3-2, with Supervisor Schmitter and Councilman Puylara opposed.

g. Resolution: Authorize Camden Group, Inc. to Assume Responsibilities & Services Previously Provided by JT Enterprises – TB-2026-70

WHEREAS, the Town of Seneca Falls (“Town”) has previously utilized JT Enterprises (“JT”) to provide certain services, responsibilities, maintenance, operational support, and/or other services associated with Town property and municipal operations; and

WHEREAS, the Town Board has determined that the Town's relationship with JT Enterprises shall be discontinued and that the responsibilities and services previously provided by JT should be transitioned to another qualified service provider; and

WHEREAS, Camden Group, Inc., located at 9008 State Route 13, Camden, New York, is an established New York service provider that provides municipal and private clients with environmental, infrastructure, water and wastewater operations, maintenance, consulting, and related services; and

WHEREAS, the Town Board has determined that Camden Group, Inc. possesses the qualifications, experience, personnel, and resources necessary to assume the responsibilities and services previously provided by JT Enterprises, subject to the finalization of a written agreement and compliance with all applicable procurement requirements; and

WHEREAS, the Town Board desires to provide for an orderly transition of responsibilities from JT Enterprises to Camden Group, Inc. in order to maintain continuity of municipal operations and protect the Town's property, infrastructure, and interests; and

WHEREAS, the Town Board further determines that entering into an agreement with Camden Group, Inc. is in the best interests of the Town and its residents, subject to the terms and conditions established by the Town Board and the Town Attorney;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the engagement of Camden Group, Inc. to assume the responsibilities, services, operational duties, maintenance responsibilities, and related functions previously performed by JT Enterprises for the Town, as more specifically set forth in a written agreement between the Town and Camden Group, Inc.; and

BE IT FURTHER RESOLVED, that the scope of services to be performed by Camden Group, Inc. shall include those responsibilities previously assigned to JT Enterprises that are identified by the Town Board, Town Supervisor, and/or other authorized Town official, together with any additional services specifically authorized by the Town in writing; and

BE IT FURTHER RESOLVED, that Camden Group, Inc. shall assume such responsibilities upon the effective date established in the written agreement, with the transition coordinated to minimize any interruption in municipal services or operations; and

BE IT FURTHER RESOLVED, that the Town Supervisor, in consultation with the Town Attorney and appropriate Town officials, is hereby authorized to negotiate and execute a written professional services agreement with Camden Group, Inc., subject to approval as to form by the Town Attorney and compliance with all applicable procurement, insurance, licensing, and other legal requirements; and

BE IT FURTHER RESOLVED, that the agreement shall establish the scope of services, compensation, term, termination provisions, insurance requirements, indemnification requirements, reporting requirements, and other terms deemed necessary to protect the interests of the Town; and

BE IT FURTHER RESOLVED, that Camden Group, Inc. shall provide the Town with all certificates of insurance, licenses, certifications, qualifications, and other documentation required by the Town prior to commencing services; and

BE IT FURTHER RESOLVED, that Camden Group, Inc. shall coordinate with the Town and its designated representatives regarding the transition of responsibilities previously performed by JT Enterprises, including obtaining information reasonably necessary to assume those responsibilities; and

BE IT FURTHER RESOLVED, that no Town employee, officer, agent, contractor, or representative shall authorize Camden Group, Inc. to perform services outside the approved scope of work or incur additional costs on behalf of the Town without appropriate authorization; and

BE IT FURTHER RESOLVED, that compensation to Camden Group, Inc. shall be limited to the amounts authorized by the Town Board and established in the executed agreement, subject to annual appropriations and any required budgetary authorization; and

BE IT FURTHER RESOLVED, that this Resolution shall not be construed as authorizing the Town to circumvent any competitive bidding, request-for-proposals, request-for-qualifications, procurement policy, or other requirement applicable to the services contemplated herein, and the Town Supervisor and Town Attorney are directed to ensure that all applicable requirements are satisfied before the agreement becomes effective; and

BE IT FURTHER RESOLVED, that upon execution of the agreement with Camden Group, Inc., the appropriate Town officials are authorized to provide Camden Group, Inc. with access to Town facilities, records, equipment, and information reasonably necessary to perform the approved services, subject to Town policies and applicable law; and

BE IT FURTHER RESOLVED, that the Town Clerk, and other appropriate Town officials are hereby authorized and directed to take all actions necessary to implement this Resolution and effectuate the orderly transition of responsibilities from JT Enterprises to Camden Group, Inc.; and

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

Consistent with the preceding discussion, Councilman Puylara expressed strong opposition to this resolution. Councilwoman Dyson indicated she was open to meeting with Camden Group but was not prepared to vote in favor at this time.

A motion to table the resolution was made by Councilwoman Crane and seconded by Councilwoman Dyson. The motion to table carried 3-2, with Supervisor Schmitter and Councilman Puylara opposed.

h. Resolution: Authorize Purchasing Additional IT Services – TB-2026-68

WHEREAS, the Town of Seneca Falls requires additional information technology support and services to maintain and support Town computer systems, networks, equipment, and related technology needs; and

WHEREAS, Integrated Systems has offered to provide an additional 200 hours of IT services to the Town at a total cost of $17,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the purchase of 200 additional hours of IT services from Integrated Systems for a total cost not to exceed $17,000.00, to be paid from the appropriate budgetary account; and

BE IT FURTHER RESOLVED, that the Town Supervisor and appropriate Town officials are authorized to execute any necessary documents and take such actions as are necessary to implement this resolution.

Councilman Puylara noted that purchasing IT services in bulk results in cost savings. Supervisor Schmitter raised a concern that total IT service expenditures for the year had reached approximately $91,546. Town Clerk Brown noted that the cost is still less than hiring a full-time employee and falls within the budgeted IT services line. Councilwoman Dyson inquired whether the expenditure would result in new cameras, to which Town Clerk Brown indicated it would not. A brief discussion arose regarding whether the original contract was bid out, with Town Clerk Brown noting she believes it was, as a contract is in place. The account code was briefly discussed among board members.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Cosentino. The motion carried.

i. Resolution: Money Transfer for Finance Office – FO-2026-08

WHEREAS, any budget is a "best guess" for the annual expenditures of the Town, and
WHEREAS, the Taxes and Assessments for the F fund in the 2026 budget has exceeded the budgeted allotment by $21,953.80.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board approves the attached budget Transfer of funds for $22,000.00 from F599 to F00-1950-400-00 cover the property and school tax paid to the town of Fayette.

A motion was made by Councilman Puylara and seconded by Councilwoman Dyson. The motion carried unanimously.

j. Resolution: Cost of Living Pay Raise for Non-Elected Nonunion Employees not on Matrix – FO-2026-09

WHEREAS, all non-elected, nonunion employees who are not on the matrix should receive a 3.6% raise starting January 1, 2027. The 3.6% is based on the projected cost of living for 2027; and
WHEREAS, it is required that the Town Board approve such action.
NOW THEREFORE, BE IT RESOLVED, that the Town Board hereby approves a 3.6% raise for all non-elected, non-union employees who are not on the matrix, commencing on January 1, 2027.

Councilwoman Cosentino expressed concern that the proposed cost-of-living adjustment was insufficient, noting that the union contract provides for a 6% raise while the New York State cost of living is 4.3%. She proposed amending the resolution to provide a 5% raise, arguing that non-union employees had not received a meaningful raise in approximately four years. Attorney Morrell suggested that this matter could more appropriately be addressed through the annual budget process. After discussion, the board agreed to table the resolution.

A motion to table the resolution was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion to table carried unanimously.

k. Resolution: Authorize Purchase of Recumbent Bike

WHEREAS, the Town of Seneca Falls Parks & Recreation Department recognizes the importance of providing safe, relevant, and accessible fitness equipment to support the health and wellness of community members; and
WHEREAS, the Department has identified the need to update and enhance its fitness equipment to better serve the needs of residents; and
WHEREAS, G & G Fitness has provided a State Bid quote for the purchase of a **Life Fitness Aspire Recumbent Bike, Arctic Silver, Model ASPR-SL-ALLXN-12A**, $4,026.45; and
WHEREAS, sufficient funds are available within budget line-item CR7020.200 for the purchase of the fitness equipment; and
THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby approves the purchase of one **Life Fitness Aspire Recumbent Bike, Arctic Silver, Model ASPR-SL-ALLXN-12A**, from **G and G Fitness** at a total cost of $4,026.45, utilizing funds allocated in budget line-item CR7020.200; and
BE IT FURTHER RESOLVED, that the appropriate Town officials are hereby authorized and directed to execute any necessary documents and take all actions necessary to complete the purchase.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Cosentino. The motion carried unanimously.

l. Sourcewell Contract – CR-2026-12

WHEREAS, the Town of Seneca Falls Town Board finds that Sourcewell is a governmental entity of the State of Minnesota; and
WHEREAS, Sourcewell Contract 112624-TTC for Landscape and Grounds Maintenance Equipment granted to The Toro Company has been made available for use by other governmental entities; and
WHEREAS, that contract was let in a manner consistent with New York State Law; and
WHEREAS, the Town of Seneca Falls has received a proposal from MTE Equipment Solutions, Inc., to provide a VTN.39.55460 WG-EA600 Aera-Vator and a VTN.70.8015 WG-KIT, OPT Seeder EA at the price specified in Sourcewell Contract 112624-TTC.

NOW THEREFORE BE IT RESOLVED that the Seneca Falls Town Board hereby authorizes the purchase of a VTN.39.55460 Aera-Vator and a VTN.70.8015 WG-KIT, OPT Seeder EA, pursuant to the attached proposal from MTE Equipment solutions, Inc., and pursuant to General Municipal Law section 103(16).

A related resolution not on the original agenda was introduced, pertaining to the Town of Seneca Falls finding that Sourcewell, a government entity of the State of Minnesota, provides a valid cooperative purchasing vehicle. A motion was made and seconded, and the motion carried unanimously.

l. Resolution: Authorize Purchase of Aera-Vator, Seeder & Roller Attachments For Ventrac – CR-2026-12

WHEREAS, the Town of Seneca Falls Parks and Recreation Department recognizes the importance of maintaining safe, playable sports fields and properly maintained park facilities; and
WHEREAS, the Parks and Recreation Department requires the ability to aerate, seed, and roll various park and athletic field locations to support proper field maintenance and safe playing conditions; and
WHEREAS, the Town owns a 2018 Ventrac but does not currently have the necessary attachments to aerate, seed, and roll athletic fields and park areas; and
WHEREAS, MTE Equipment Solutions, Inc. and Stoney Ridge offer compatible attachments for the Town's 2018 Ventrac; and
WHEREAS, sufficient funds are available in budget line **CR2-7110.202 – EQUIPMENT-MOWER** for the purchase of the necessary equipment; and
WHEREAS, the Parks and Recreation Department received a quote from **MTE Equipment Solutions, Inc.**, pursuant to New York State **Sourcewell Contract #112624-TTC**, for the following equipment:

- **VTN.39.55460 WG-EA600 Aera-Vator:** $7,339.20
- **VTN.70.8015 WG-KIT, OPT Seeder EA:** $3,075.60
- **Setup Fee:** $350.00

for a total purchase price of **$10,764.80**; and
WHEREAS, **PINE CREEK Farm & Feed** provided a quote of **$2,728.00** for a six-foot roller attachment compatible with the Town's 2018 Ventrac; and
WHEREAS, the total cost of the Aera-Vator, Seeder, and Roller attachments is **$13,492.80**; and
THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the purchase of the Aera-Vator and Seeder from **MTE Equipment Solutions, Inc.** for a total cost of **$10,764.80**, and the six-foot Roller from **PINE CREEK Farm & Feed** for a total cost of **$2,728.00**, for a combined total of **$13,492.80**, to be paid from budget line **CR2-7110.202 – EQUIPMENT-MOWER**; and
BE IT FURTHER RESOLVED, that the appropriate Town officials are hereby authorized and directed to execute any necessary documents and take all actions necessary to complete the purchases.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Cosentino. The motion carried unanimously.

m. Resolution: Authorize Transfer of Funds to Cover Parks & Rec Payroll - FO-2026-10

WHEREAS, the Town of Seneca Falls Parks and Recreation Department incurred payroll expenses associated with Recreation Supervisors (Recreation Aides) under budget code CR7140.101 during the 2026 fiscal year; and
WHEREAS, budget code CR7140.101 was originally appropriated in the amount of $30,000 for the 2026 fiscal year, based upon anticipated seasonal payroll expenses and rates; and
WHEREAS, the hourly rate for Recreation Aides increased as a result of negotiated union wage rates, resulting in insufficient funds remaining in budget code CR7140.101 to fully fund the Department's 2026 payroll obligations; and
WHEREAS, account code CR2-7180.100, "Lifeguards," has sufficient funds available, with a current available balance of $24,902.45, to provide the necessary funding for the payroll obligations without adversely affecting the operations or obligations of that account; and
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the transfer of $24,902.45 from account code CR2-7180.100, "Lifeguards," to account code CR7140.101, "Recreation Supervisors (Recreation Aides)," for the purpose of providing sufficient funding to cover 2026 Parks and Recreation seasonal staff payroll obligations; and
BE IT FURTHER RESOLVED, that the appropriate Town officials are hereby authorized and directed to make the necessary budgetary and accounting adjustments to effectuate the transfer authorized herein; and
BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

A motion was made Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously.

n. Resolution: Authorize Budget Transfers within PD to Balance 2026 Budget – PD-2026-20

WHEREAS, the Chief of Police has reviewed the Police Department budget for the 2026 fiscal year; and
WHEREAS, it has been determined that funds must be reallocated withing existing budget lines to adequately cover expenses in the Maintenance Agreement budget line and the Vehicle Budget lines; and
WHEREAS, sufficient funds are available within the investigator line to support these transfers; and
WHEREAS, these transfers are necessary to help balance the 2026 Police Department budget.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the transfer of $35,000.00 from Investigator budget line A3120.102 to Vehicles budget line A3120.210; and
BE IT FURTHER RESOLVED, that the Town Board hereby authorizes the transfer of $25,000.00 from Investigator budget line A3120.102 to Maintenance Agreement budget line A3120.413; and
BE IT FURTHER RESOLVED, that these budget transfers are approved for the purpose of helping to balance the 2026 budget.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously.

o. Resolution: Per Diem for Lt. Cleere-NYS Highway Safety Symposium – PD-2026-21

WHEREAS, it has been requested by Lt. Thomas Cleere to attend the NYS Highway Safety Symposium held October 19, 2026 – October 22, 2026, in Lake Placid, NY; and

WHEREAS, the "NYS Highway Safety Symposium" will benefit the Police Department by gaining firsthand knowledge on new projects and initiatives to enhance road safety across the state; and

THEREFORE, BE IT RESOLVED, that the Town Board pay Lt. Thomas Cleere a total of $168.00 to be paid from line-item A3120.492 "Travel Expense" for meals & incidental expenses; and

THEREFORE, BE IT FURTHER RESOLVED, that Lt. Thomas Cleere received his meals & incidental expenses based on the US General Services Administration (GSA) and the Internal Revenue Service (IRS) prior to the start of the conference.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously.

p. Resolution: Authorize Tuition Reimbursement for Det. Rotz – PD-2026-22

WHEREAS, Article 26 of the Collective Bargaining Agreement between to the Town of Seneca Falls and the Seneca Falls Police Benevolent Association provides for tuition reimbursement for eligible police officers who successfully complete approved college courses in accordance with the requirements set forth therein; and
WHEREAS, Detective Martin Rotz received prior approval from the Chief of Police to enroll in eligible college courses at Southern New Hampshire University; and
WHEREAS, Detective Martin Rotz successfully completed the approved coursework and earned an "A" grade in all courses, thereby exceeding the minimum academic requirements established under Article 26 of the Collective Bargaining Agreement; and
WHEREAS, the reimbursement amount has been calculated in accordance with Article 26, which provides that reimbursement shall be based upon Colleges or Universities tuition rate for approved coursework; and
WHEREAS, the total reimbursement due to Detective Martin Rotz is One Thousand Twenty-Six Dollars ($1,026.00) for the completion of the 2026 C-3 and C-4 semester.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes that reimbursement of $1,026.00 to Detective Martin Rotz for eligible tuition expenses incurred in completing approved college coursework at Southern New Hampshire University, in accordance with Article 26 of the Collective Bargaining Agreement between the Town of Seneca Falls and the Seneca Falls Police Benevolent Association.
BE IT FURTHER RESOLVED, that the Town Finance Office is hereby authorized and directed to process payment in the amount of $1,026.00 to Detective Martin Rotz to be paid out of line item A3120.408 "Education" in accordance with the Town's standard claims and payment procedures.

The resolution authorizes tuition reimbursement for Detective Martin Rotz pursuant to Article 26 of the Seneca Falls Police Benevolent Association Collective Bargaining Agreement.

A motion was made by Councilwoman Crane and seconded by Councilwoman Dyson. The motion carried unanimously.

q. Resolution: Authorize Stormwater Infrastructure Emergency & Authorize DPW to Execute Trouble-shooting, Mitigation & Repairs within the Roadway ROW – DPW-2026-25

WHEREAS, on September 2 and 3, 2026, a severe and destructive storm event moved through Seneca County, causing significant heavy rainfall, widespread flooding, and damage to municipal infrastructure within the Town of Seneca Falls, New York; and

WHEREAS, during and immediately following this storm event, severe stormwater flooding occurred on Bridge Street at the intersection with Canal Street, the intersection at Bayard Street, and in the vicinity of Williams Street and the Sampson Creek crossing; and

WHEREAS, this flooding resulted in the accumulation of large, deep pools of water encompassing the width of an entire travel lane or more, measuring several inches deep and taking many hours to naturally drain away; and

WHEREAS, these reoccurring deep pools of water have been observed forming over the last several storm events, indicating an underlying deficiency, blockage, or failure within the localized stormwater sewer system that requires immediate mitigation to include trouble-shooting, maintenance and/or repair; and

WHEREAS, during the trouble-shooting phase a possible outcome is that the existing stormwater piping is inadequate in size to handle significant storm events, which may necessitate engaging the services of a professional engineering firm to analyze the stormwater drainage basin in the larger neighborhood area and determine if the piping system requires upgrades; and

WHEREAS, the presence of these deep, standing pools of water creates an immediate driving hazard to the traveling public, and during colder weather, poses a severe and critical roadway ice hazard that further threatens public safety; and

WHEREAS, the Town of Seneca Falls Department of Public Works (DPW) is tasked with maintaining storm drain systems and resolving flooding issues throughout the Town; and

WHEREAS, to protect the health, safety, and welfare of the driving public, it is necessary to declare this situation an emergency project so that troubleshooting, maintenance and repairs may be executed on an expedited and emergency basis without administrative delay;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby declares the severe flooding conditions on Bridge Street at the intersections of Canal Street and Bayard Street, and near Williams Street and the Sampson Creek crossing, to be a public safety hazard and an **Emergency Project**; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes and directs the Town of Seneca Falls DPW and its authorized personnel to immediately enter the roadway Right-of-Way (ROW) to perform all necessary technical trouble-shooting, inspections, and assessments to determine an appropriate mitigation strategy; and

BE IT FURTHER RESOLVED, that upon determining the appropriate strategy, the Town of Seneca Falls DPW is authorized to execute all necessary emergency maintenance, infrastructure clearing, and/or repairs within the roadway ROW as soon as possible to remove the public danger and restore proper drainage to the neighborhood infrastructure; and

BE IT FURTHER RESOLVED, that the DPW is authorized to spend the necessary funds from its **A1710.405** account to complete the maintenance and/or repairs; and

BE IT FURTHER RESOLVED, that if additional funds are needed for repairs, the Town Board authorizes up to an additional **$5,000.00** to be expended on the project, to be transferred from Account A230SD to A1710.405; and

BE IT FURTHER RESOLVED, that in the event it is determined a follow-up Capital project is warranted upon completion of the trouble-shooting phase and routine maintenance or repairs to be performed by the DPW, the Director of the DPW shall be authorized to seek bids for professional engineering services to design the needed Capital Improvement project.

BE IT FURTHER RESOLVED,

Supervisor Schmitter explained that the resolution pertains to pooling and drainage issues at the intersection of Bridge Street and Canal Street and in the vicinity of Blaine Street and Sampson Creek, which worsen significantly during major storm events.

Councilwoman Cosentino expressed hesitation, noting that Highway Superintendent Jeremy had contacted the board that morning to discuss coordination between his department and DPW before any work began. Highway Superintendent Jeremy addressed the board, stating that he had not been consulted about the work, was unaware of certain activities until they appeared on meeting agendas, and expressed concern that DPW had made directional errors during recent ditch work that he identified and asked to be corrected. He requested the opportunity to collaborate before work is undertaken within his right of way.

DPW Director Pete responded, clarifying that the stormwater projects are within DPW's assigned mission, that both resolutions had been introduced at prior meetings before the conversations Superintendent Jeremy referenced, and that the ditch work performed by Mike DeLong was executed accurately within 3 inches of the surveyed grade, which he personally verified as an engineer.

Despite the tension between departments, Supervisor Schmitter emphasized the urgency of the drainage issue given the risk of black ice once temperatures drop.

A motion was made by Councilwoman Crane and seconded. The motion carried 3-2, with Councilwomen Cosentino and Crane opposed.

r. Resolution: Authorize DPW to Undertake Emergency Troubleshooting, Maintenance & Repair of Stormwater Sewer System Failure on Lake Rd & Authorize Expenditure & Transfer of Funds -DPW-2026-26

WHEREAS, the Town of Seneca Falls Department of Public Works (DPW) has identified a mal-functioning stormwater sewer system on Lake Road, in the vicinity of Lake Road Spur, with initial inspections indicating a partial blockage(s) somewhere near addresses 2228, 2229, 2240, and 2245; and
WHEREAS, this structural failure has caused water to force its way up through both the roadway pavement and the roadway shoulder, resulting in a sheet-flow of water from east to west across Lake Road during significant storm events; and
WHEREAS, in freezing weather conditions, this sheet-flow creates a severe risk of black ice accumulation on a section of the roadway characterized by complex geometry, including a horizontal curve, a vertical slope, and a superelevation; and
WHEREAS, the combination of this complex roadway geometry and black ice poses an immediate and serious safety hazard to the traveling public and exposes the Town of Seneca Falls to significant municipal liability; and
WHEREAS, this emergency requires immediate troubleshooting, investigation, maintenance, and repair of this stormwater system failure are necessary to protect public health, safety, and welfare.
NOW, THEREFORE, BE IT RESOLVED, the Town Board hereby declares this Stormwater Sewer System failure on Lake Road an emergency due to the public safety hazard and liability to the Town; and
BE IT FURTHER RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the Town of Seneca Falls DPW and its authorized representatives to immediately enter the roadway Right-of-Way (ROW) in the vicinity of Lake Road Spur and addresses 2228, 2229, 2240, and 2245 to troubleshoot, inspect, and evaluate the stormwater sewer system failure to determine and execute the necessary maintenance and repair solutions; and
BE IT FURTHER RESOLVED, that the Town Board hereby authorizes the DPW to expend necessary funds for this project from the existing DPW A1710.405 account; and
BE IT FURTHER RESOLVED, that the Town Board hereby authorizes the transfer of up to an additional $10,000.00 in funding from Account A230SD to the DPW A1710.405 account in the event that additional funding is required to fully complete the necessary investigation, diagnostic testing, or repair work.

Similar discussion ensued regarding the Lake Road stormwater sewer system failure. Councilwoman Dyson requested that Highway Superintendent Jeremy be given until October 15th to coordinate with DPW Director Pete to begin work, after which DPW would proceed independently if work had not commenced.

A motion to amend the resolution to provide until October 15th for Highway and DPW to work collaboratively, after which DPW would proceed independently, was made and seconded by Councilwoman Dyson, seconded by Councilman Puylara. The amendment carried 3-2. Councilman Puylara and Supervisor Schmitter voting Naye. A motion to adopt the resolution as amended was subsequently made by Councilwoman Dyson, seconded by Councilwoman Crane and carried, 3-2. Councilman Puylara and Supervisor Schmitter voting Naye.

s. Resolution: Authorize Funding & Payment for Emergency Repairs to Sewer Line Break on Fall St – FG-2026-28

WHEREAS, on Saturday, September 26, 2026, a sewer line located on Fall Street collapsed, requiring immediate emergency repairs; and
WHEREAS, Town employees responded to the emergency; however, because the existing sewer pipes contained asbestos, it was necessary to retain a contractor with qualified asbestos-removal personnel to perform portions of the repair work; and
WHEREAS, Villager Construction had appropriately qualified personnel and assisted the Town in completing the necessary emergency repair work; and
WHEREAS, the total amount due to Villager Construction for its services is $22,705.13; and

WHEREAS, sufficient funds are available in Account G230 to pay this expense.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the expenditure of $22,705.13 from Account G230 and approves payment in that amount to Villager Construction for emergency sewer line repair services performed on Fall Street.

Supervisor Schmitter explained that a sewer line on Fall Street, constructed of asbestos pipe that previously carried untreated leachate for the village, is failing regularly. Due to the asbestos material, repairs cannot be performed in-house and must be contracted. Supervisor Schmitter commended Water Crew Supervisor Lewis and his crew for their weekend work alongside the contractor, helping to reduce the overall cost. The total bill from the contractor for Saturday and Sunday emergency service was $22,705.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Cosentino. All in favor, motion carried.

t. Resolution: Authorize Purchase & Installation of Sludge Grinder & Install Town-Owned Plunger Pump

WHEREAS, the Town requires a new sludge grinder to replace the existing aging unit; and
WHEREAS, the town received the following quotations for the purchase and installation of a sludge grinder and the installation of a Town-owned plunger pump;

VENDOR	**SLUDGE GRIDER**	**SLUDGE GRINDER INSTALLATION**	**PLUNGER PUMP INSTALLATION**
KOESTER	$25,064.09 (PLUS FREIGT $700.00)	$11,610.00	$8,000.00
W2 OPERATOR TRAININ GROUP, LLC	$44,957.00	INCLUDED	$8,000.00
GP JAGER	$28,754.49	NOT PROVIDED	NOT PROVIDED

WHEREAS, the quotations were reviewed and Koester was determined to be the lowest responsible bidder for the complete project.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby awards the purchase of the sledge grinder, installation of the sludge grinder, and installation of the Town-owned plunger pump to Koester in the total amount of $45,374.09, including $700.00 in freight.

Supervisor Schmitter indicated the resolution must be tabled as only two quotes had been obtained and a formal bid is required.

No action was taken.

u. Resolution: Transfer Funds to Cover Salary Shortfall – FO-2026-

WHEREAS, the Town's annual budget reflects estimated expenditures and may require adjustments during the fiscal year; and
WHEREAS, the original budgeted amount for salaries in Account F8330.101 is insufficient to meet the anticipated expenditures for this position; and
WHEREAS, it is recommended that $16,000.00 be transferred from Account F1990.400 to Account F8330.101 to address this budgetary shortfall.
NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the transfer of $16,000.00 from Account F1990.400 to Account F8330.101 to provide sufficient funding for the salary expenditure.

Board members expressed uncertainty about which department or employee the resolution pertained to, as the resolution did not identify a specific department or individual. Supervisor Schmitter indicated it was believed to relate to the Water Department. Councilwomen Dyson and Crane indicated they would not vote on a resolution without knowing its specific purpose.

A motion to table the resolution was made by Councilwoman Crane and seconded by Councilwoman Dyson. The motion to table carried unanimously.

v. Resolution: Reserve an Area North of the PD Station for a Native Pollinator Garden – CSC-2026-

WHEREAS, the Town of Seneca Falls currently utilizes a portion of the lawn area located north of the Seneca Falls Police Station for temporary storage of equipment; and
WHEREAS, upon removal of the equipment, the area would otherwise be considered for restoration and reseeding as traditional lawn; and
WHEREAS, the Town Board recognizes the environmental, aesthetic, educational, and community benefits of incorporating native plants and pollinator-friendly landscaping on Town property; and

WHEREAS, establishing a native pollinator garden would provide habitat and food sources for bees, butterflies, and other beneficial pollinators while providing an opportunity to enhance and expand the Town's usable green space; and

WHEREAS, the Town Board desires to evaluate the feasibility of utilizing a portion of the area north of the Police Station for a native pollinator garden rather than immediately reseeding the entire area with traditional grass;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby directs that grass seed **not be spread on the designated portion of the lawn area north of the Police Station following removal of the equipment currently being stored there**, pending further evaluation and planning for a potential native pollinator garden; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the appropriate Town officials and department heads to evaluate the area, determine an appropriate portion of the property for such use, and develop a plan for the establishment and maintenance of a native pollinator garden; and

BE IT FURTHER RESOLVED, that any planting plan, expenditures, permanent landscaping changes, or other improvements associated with the proposed pollinator garden shall be subject to applicable Town policies, budgetary authorization, and any required Town Board approval.

Councilwoman Cosentino moved the resolution, seconded by Councilwoman Dyson. Brief discussion ensued regarding whether the property is subject to any deed restriction requiring it to remain an athletic field. Town Clerk Brown clarified that the proposed area is adjacent to the existing community garden and that the intent is to expand the native pollinator garden into an area where NYSEG equipment had killed the grass, with the community garden group taking responsibility for its maintenance. Board members expressed support in principle but wished to confirm there are no deed restrictions or use limitations on the property before proceeding.

A motion to table the resolution pending further research into any applicable deed restrictions or land use agreements was made by Councilwoman Crane and seconded by Councilman Puylara. The motion to table carried unanimously.

w. Formal Notice of Termination of Consulting Services – TB-2026-

WHEREAS, the Town of Seneca Falls (“Town”) has utilized the services of ProNexus Consulting (“ProNexus”) in connection with municipal financial, accounting, fiscal, consulting, and/or related services; and

WHEREAS, the Town Board has determined that it is in the best interests of the Town and its taxpayers to discontinue the Town’s use of ProNexus Consulting and transition the services currently provided by ProNexus to other qualified professional resources; and

WHEREAS, the Town Board desires to formally terminate the Town’s relationship with ProNexus Consulting and discontinue any further services, work, or charges by ProNexus, subject to any applicable contractual termination provisions and obligations lawfully incurred by the Town prior to termination; and

WHEREAS, the Town Board further desires to ensure that all Town financial records, accounting records, reports, work papers, electronic files, passwords, data, supporting documentation, and other municipal property or information maintained by ProNexus are promptly returned to the Town or transferred to the Town’s designated successor service provider; and

WHEREAS, the Town Board finds that continued authorization for ProNexus Consulting to perform services on behalf of the Town is no longer necessary or desirable;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby terminates all consulting, accounting, fiscal, financial, and related services provided by ProNexus Consulting to the Town of Seneca Falls, effective immediately upon adoption of this Resolution, to the fullest extent permitted by the applicable agreement and law; and

BE IT FURTHER RESOLVED, that ProNexus Consulting shall not undertake or perform any additional work, incur any additional charges, enter into any new commitments, or represent that it is authorized to act on behalf of the Town of Seneca Falls after the effective date of this Resolution, except as specifically authorized in writing by the Town Board or as may be necessary to complete an orderly transition required under the applicable agreement; and

BE IT FURTHER RESOLVED, that the Town Attorney is hereby authorized and directed to provide ProNexus Consulting with written notice of termination and to take all actions necessary to implement this Resolution in accordance with the terms of any existing agreement between the Town and ProNexus Consulting; and

BE IT FURTHER RESOLVED, that ProNexus Consulting shall promptly provide the Town with all Town-owned records, financial data, accounting records, electronic files, reports, reconciliations, supporting documentation, passwords, access credentials, and other municipal information in its possession,

custody, or control, in a format reasonably usable by the Town and/or its designated successor provider; and

BE IT FURTHER RESOLVED, that the Town Clerk, and/or other designated Town officials are authorized to coordinate the orderly transfer of such records and information to the Town or its designated successor professional service provider; and

BE IT FURTHER RESOLVED, that no further payment shall be authorized to ProNexus Consulting except for amounts properly due and owing under the existing agreement for services actually authorized and satisfactorily performed prior to the effective termination date, or as otherwise required by the terms of the agreement or applicable law; and

BE IT FURTHER RESOLVED, that any provision of a prior resolution or authorization of the Town Board authorizing ProNexus Consulting to provide services to the Town that is inconsistent with this Resolution is hereby rescinded to the extent legally permissible; and

BE IT FURTHER RESOLVED, that the Town Board reserves all rights, remedies, claims, and defenses available to the Town under the existing agreement, applicable law, and equity, and nothing contained in this Resolution shall constitute a waiver of any such rights, remedies, claims, or defenses; and

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

VIA CERTIFIED MAIL AND EMAIL

Date: _____, 2026

ProNexus Consulting
Attn: _____
Address: _____
Email: _____

RE: FORMAL NOTICE OF TERMINATION OF CONSULTING SERVICES
Town of Seneca Falls, New York

Dear _____:

Please be advised that the **Town of Seneca Falls ("Town") hereby provides formal notice that it is terminating its relationship with ProNexus Consulting ("ProNexus") and discontinuing the consulting, accounting, financial, fiscal, and related services provided by ProNexus to the Town.**

This action is being taken pursuant to **Resolution No. _____ of 2026**, duly adopted by the Town Board of the Town of Seneca Falls on _____, 2026.

The Town's direction is that **ProNexus cease performing any further work on behalf of the Town immediately**, except for those actions reasonably necessary to complete an orderly transition of Town records and information or those specifically authorized in writing by the Town.

Return and Transfer of Town Records and Property

The Town hereby directs ProNexus to promptly provide and transfer to the Town all Town-owned records, information, data, and materials in ProNexus's possession, custody, or control, including, but not limited to:

- General ledger and accounting records;
- Accounts payable and accounts receivable records;
- Bank reconciliations and supporting documentation;
- Budget records and budget-related workpapers;
- Financial reports and statements;
- Audit workpapers and supporting financial documentation maintained on behalf of the Town;
- Payroll-related records maintained by ProNexus, if applicable;
- Tax, revenue, expenditure, and fund accounting records;
- Electronic accounting files and databases;
- Spreadsheets, reports, schedules, and financial analyses prepared for the Town;
- Documentation concerning outstanding transactions or reconciliations;
- Electronic files and other Town data stored on ProNexus systems;
- Usernames, passwords, access credentials, authentication information, and administrative access necessary for the Town or its successor provider to access Town accounts and systems;
- Contracts, invoices, purchase records, and other financial documentation maintained on behalf of the Town; and

- Any other Town property, records, documents, or information belonging to or relating to the Town.

Please coordinate the transfer of these materials with the **Town Clerk and/or the Town's designated successor financial professional**.

All electronic records should be provided in a **commonly accessible and usable electronic format** that permits the Town and its successor provider to continue municipal accounting and financial operations without unnecessary interruption.

No Further Authorization

Effective immediately, ProNexus is not authorized to:

1. Initiate or undertake new work for the Town;
2. Enter into commitments or incur expenses on behalf of the Town;
3. Make representations that ProNexus continues to act as an authorized consultant or financial representative of the Town;
4. Modify, delete, transfer, or otherwise alter Town records or financial data without written authorization from the Town; or
5. Access Town systems, accounts, or financial information except as specifically authorized by the Town for purposes of completing the transition.

The Town requests that ProNexus preserve all Town records and information in its possession and refrain from deleting, modifying, overwriting, or otherwise disposing of any Town records pending completion of the transition and in accordance with applicable records-retention requirements.

Outstanding Invoices and Final Accounting

The Town will review any outstanding invoices submitted by ProNexus for services properly authorized and performed prior to the effective termination date.

Please provide the Town with a **final statement of account** identifying any amounts ProNexus contends remain due, together with sufficient supporting documentation for each outstanding charge.

No additional work or expense shall be undertaken without prior written authorization from the Town.

Cooperation With Transition

The Town expects ProNexus to cooperate fully and professionally in the transition of financial and accounting responsibilities to the Town and/or its successor provider.

Please provide written confirmation within **five (5) business days** of receipt of this notice confirming:

1. The date on which ProNexus will cease providing services;
2. The person designated by ProNexus to coordinate the records transfer;
3. The location and format of all electronic and physical Town records;
4. The status of any outstanding financial or accounting matters;
5. Any outstanding invoices or amounts claimed to be due; and
6. The date by which all Town records, data, credentials, and other property will be transferred to the Town.

Nothing in this letter shall be construed as a waiver by the Town of any rights, claims, remedies, or defenses available to it under any existing agreement with ProNexus, applicable law, or otherwise.

The Town appreciates your prompt attention to this matter and expects a complete and orderly transition.

Sincerely,

TOWN OF SENECA FALLS

Melissa Brown, Town Clerk
Town of Seneca Falls

cc: Town Supervisor
Town Board
Town Attorney
Town Accountant/Finance Personnel
Designated Successor Financial Professional
Town Records Management Officer

A resolution to terminate all consulting and professional services provided by Pro Nexus Consulting to the Town of Seneca Falls was introduced during the meeting.

Councilwoman Crane made a detailed case for immediate termination, citing the following: Pro Nexus had committed to being on-site two days per month beginning in May following an April meeting, yet continued to bill as if providing full-time services; the 2023 books had not been reconciled; the 2024 audit was not ready; Pro Nexus had failed to respond meaningfully to communications until pressured, and even then provided inadequate follow-up; and the firm had similarly underperformed for the Town of Fayette. Councilwoman Crane further reported that the Bonadio Group, the Town's auditor, had agreed to step in on an interim basis, and that another firm used by Fayette was also being considered as a replacement.

Councilman Puylara acknowledged dissatisfaction with Pro Nexus's performance but argued against termination at this moment given the critical budget preparation period and the absence of a confirmed replacement firm with agreed-upon cost. He suggested waiting one more month to solidify a transition.

Discussion also touched on the cost of Pro Nexus services, with a community member later noting from the floor that year-to-date payments had exceeded $200,000, and that even a brief phone call had resulted in a $3,600 bill.

A motion to terminate all consulting and professional services with Pro Nexus Consulting was made by Councilwoman Crane and seconded by Councilman Puylara. The motion carried 2-3, with Supervisor Schmitter, Councilman Puylara, and Councilwoman Dyson opposed.

x. Resolution: Establish Departmental Authority Over Dept Office Hours & Long-Term Changes

WHEREAS, the Town Board of the Town of Seneca Falls recognizes the need for municipal departments to maintain sufficient flexibility to establish hours of operation that are appropriate to the functions, workload, staffing, seasonal requirements, and public service responsibilities of each individual department; and

WHEREAS, New York State Town Law § 53-a provides that the head of a department established pursuant to the Town Law shall serve as the principal executive officer of that department; and

WHEREAS, New York State Municipal Home Rule Law § 10(1)(ii)(a)(1) recognizes the authority of a town to adopt local laws relating to, among other matters, the hours of work of its officers and employees; and

WHEREAS, the Town Board recognizes that different municipal departments have different operational requirements and that a single uniform schedule may not be appropriate for every department; and

WHEREAS, the Town Board further recognizes the importance of providing Town Board members and the public with reasonable advance notice when a department proposes to make a substantial or long-term change to its regular public-facing hours of operation; and

WHEREAS, the Town Board desires to establish a consistent procedure that preserves the department head's authority over the day-to-day operation of his or her department while ensuring appropriate communication and public notice concerning significant changes in departmental hours;

NOW, THEREFORE, BE IT RESOLVED,

1. Departmental Authority Over Hours of Operation

The Town Board hereby recognizes that, subject to applicable law, collective bargaining agreements, Civil Service requirements, the adopted Town budget, and duly enacted Town policies or local laws, the department head shall have authority to establish the regular hours of operation for his or her department based upon the operational needs and public service requirements of that department.

2. Employee Work Schedules

Nothing in this resolution shall prevent a department head from establishing, modifying, or assigning employee work schedules within his or her department when such changes are reasonably necessary to meet departmental operational requirements.

Employee work schedules shall remain subject to applicable collective bargaining agreements, employment agreements, Civil Service requirements, overtime requirements, and other applicable laws and regulations.

3. Long-Term Changes to Public-Facing Hours

For purposes of this resolution, a “long-term change” means a proposed change to the department's regular public-facing hours that:

is intended to remain in effect for more than thirty (30) consecutive days; or

constitutes a permanent change to the department's regular public-facing hours.

Routine daily scheduling adjustments, temporary schedule changes of thirty (30) days or less, emergency closures, weather-related changes, staffing emergencies, or other temporary operational adjustments shall not constitute a long-term change under this resolution.

4. Thirty-Day Notice to Town Board

Before implementing a long-term change to the regular public-facing hours of a department, the department head shall provide written notice to all members of the Town Board at least thirty (30) calendar days before the proposed effective date, whenever reasonably practicable.

The written notice shall identify:

a. the department affected;
b. the existing regular public-facing hours;
c. the proposed new hours;
d. the proposed effective date;
e. the anticipated duration of the change, if not permanent; and
f. a brief explanation of the operational or public-service reason for the proposed change.

5. Public Notice

Upon receipt of notice of a proposed long-term change, the Town Clerk or other designated Town official shall provide appropriate public notice of the proposed change through the Town's customary public communication channels, including the Town website and other appropriate means.

Where the change affects the hours during which members of the public may obtain services from a Town department, the Town shall make reasonable efforts to ensure that the new hours are clearly posted at the affected facility and on the Town's website.

6. No Requirement for Prior Town Board Approval

Except where approval is otherwise required by State law, local law, collective bargaining agreement, Town policy, or prior Town Board action, a department head shall not be required to obtain a separate vote or approval of the Town Board before establishing or modifying departmental hours pursuant to this resolution.

The thirty-day notice requirement established herein is intended to provide transparency, coordination, and reasonable public notice and shall not be construed as granting the Town Board authority to micromanage the day-to-day operations of an individual department.

7. Town Board Authority Reserved

Nothing in this resolution shall limit the Town Board's authority to:

a. adopt local laws;
b. establish Town-wide policies;
c. establish or modify departmental functions;
d. determine staffing levels;
e. appropriate funds;
f. establish compensation;
g. approve collective bargaining agreements; or
h. exercise any other authority expressly granted to the Town Board by State law.
8. Collective Bargaining Agreements and Applicable Law

Nothing contained in this resolution shall supersede or modify any provision of an applicable collective bargaining agreement, employment agreement, Civil Service requirement, State or federal law, or regulation governing employee hours, scheduling, overtime, or working conditions.

Where a conflict exists, the applicable law or agreement shall control.

9. Emergency and Temporary Changes

Nothing in this resolution shall prevent a department head from immediately modifying departmental hours when necessary because of an emergency, severe weather, public safety concern, staffing emergency, facility condition, utility failure, or other circumstance requiring immediate action.

When reasonably practicable, the department head shall promptly notify the Town Supervisor and Town Board members of such temporary change and shall ensure that appropriate public notice is provided.

10. Effective Date

This resolution shall take effect immediately upon adoption.

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to maintain a copy of this resolution with the Town's personnel and administrative policies and to make the policy available to all department heads.

Councilwoman Crane introduced the resolution to establish departmental authority over office hours and require advance notice of long-term changes. The resolution was briefly discussed in the context of an ongoing labor negotiation that had exceeded one year.

Additional discussions took place outside the formal agenda structure, including:

Budget Workshop Schedule:
WHEREAS, the Town Board of the Town of Seneca Falls sets the date and time of the budget workshops for the next financial year; and
WHEREAS, the Town Board desires to establish these meetings as the following dates and time;
Monday, October 19, 2026
5:30 pm - Town Court
5:45 pm - Police Department
6:00 pm - Highway
Wednesday, October 21, 2026
5:30 pm - Assessor
5:45 pm - Water & Sewer
6:00 pm - Public Works
Thursday, October 22, 2026
5:30 pm - Zoning
5:45 pm - Recreation Center
6:00 pm - Town Clerk
6:15 pm - Supervisor
6:30 pm - Budget Expenses and Funding

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby adopts the dates and times for the budget workshops.

Councilwoman Crane moved to change the budget workshop schedule to begin all upcoming sessions—Monday, Wednesday, and Thursday—at 5:30 PM, in order to accommodate board members who work daytime hours. Supervisor Schmitter expressed concern about overtime costs for non-salaried staff attending evening workshops. Councilwoman Dyson noted that staff had historically not been compensated overtime for budget workshops and were unaware they were entitled to it. The motion passed 3-2 with Supervisor Schmitter opposed and Councilman Puylara abstaining.

Budget Overview: Supervisor Schmitter presented a preliminary overview of the 2027 budget, noting that department heads have submitted requests totaling approximately $11.67 million, against a tax levy capped at approximately $4.83 million (reflecting the 2% statutory cap), leaving a projected shortfall of approximately $6.84 million. He noted that after applying 25% of anticipated landfill revenue ($1.25 million) and $1 million from the tax stabilization fund, a shortfall of approximately $4.54 million remains. Supervisor Schmitter cautioned that the Town has relied heavily on unencumbered landfill funds in prior years and that this approach is not sustainable, warning that taxes could effectively need to nearly double if expenditure trends continue without cuts.

Councilwoman Crane disputed the characterization of the shortfall, noting that landfill revenue not previously budgeted would offset a portion. Board members debated the degree to which the landfill funds and unencumbered reserves had been appropriately applied in prior years. Councilwoman Dyson asked whether the presentation from the resilience committee regarding long-term investment of landfill funds could be scheduled before the budget workshops begin.

Attorney Retention: Supervisor Schmitter noted receipt of a letter asking whether the Town wishes to renew its contract with its labor and employment law firm. The board indicated general support for renewing the contract.

Parks & Recreation Payroll Transfer:

WHEREAS, the Town of Seneca Falls Parks and Recreation Department incurred payroll expenses associated with Summer Laborers under budget code A7110.100 during the 2026 summer recreation season; and

WHEREAS, budget code A7110.100 LABORERS was originally appropriated in the amount of $25,000 for the 2026 fiscal year, based on prior-year seasonal payroll rates; and

WHEREAS, the hourly rate for Summer Laborers increased as a result of negotiated union wage rates, resulting in insufficient funds within budget code A7110.100 LABORERS to fully cover the remaining payroll obligations; and
WHEREAS, other accounts within the appropriate fund have sufficient available balances to provide the necessary funding without adversely affecting the operations or obligations of those accounts; and
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca Falls hereby authorizes the transfer of **$9,943.37** from the following accounts:

- **$3,050.75** from **CR2-7110.100 – "Park Manager"**
- **$4,543.00** from **CR2-7110.102 – "Parks Clerk"**
- **$2,349.62** from **CR2-7110.103 – "Grounds Crew"**

To A7110.100 LABORERS for the purpose of providing sufficient funding for seasonal summer recreation staff payroll.
BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

An additional resolution to authorize a transfer of funds to cover Parks & Recreation payroll was introduced and approved.

A motion was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously.

Permanent Part-Time Status for Linda Wolcott:

WHEREAS, the Town of Seneca Falls has recognized that the part-time Zoning clerk position actively held by Linda Wolcott should be reclassified to "Permanent Part-Time" and;

WHEREAS, the Zoning Clerk is an essential role to ensure compliance with the Town's zoning laws, ordinances, and regulations, thereby promoting the health, safety, and welfare of the community; and

WHEREAS, the position of "Permanent Part-Time" with an anticipated schedule of not more than 20 hours per week to be split in time between the zoning office and the Town Clerks office, and receive the appropriate benefits according to the Town Handbook; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the reclassification for Linda Wolcott to "Permanent Part-Time" not to exceed 20 hours per week retroactive from January 1, 2026.

Councilwoman Crane raised the question of formalizing Linda Wolcott's employment status as permanent part-time, noting that she has performed essential functions for an extended period without that designation. Town Clerk Brown clarified that Ms. Wolcott's job description includes zoning duties for 1.5 hours per day, but that she had increasingly been performing full-time duties in the clerk's office due to staffing transitions. The board discussed but did not formalize the matter as a resolution; it was left as a discussion item with the understanding that Ms. Wolcott's hours and role would remain as specified in her job description.

6. Approval of Water Leak & Pool Credits

a. Water Leaks & Pool Credits – September 2026

The total amount of credits for leak and pool fills for September 2026: 5 accounts totaling $929.90

Comprised of the following credit amounts:

Pool fill credits (sewer portion) $543.62

Leak Credit $386.28

Account	Name	CREDIT	POOL/LEAK
1124830	Tom Marino	$295.23	Pool credit
1226110	Rita Lopez	$148.69	Pool credit
1018600	James Fitzgerald	$59.44	Pool credit
1328640	Steven Kemak	$40.26	Pool credit
1121070	Robert & Martha McDannel	$386.28	Leak Credit
		$929.90	

Credits will not be issued to accounts that are less than minimum billing amount of 1200 cubic feet or $137.75.

A motion to accept the Water Leaks and Pool Credits for September 2026 was made by Councilwoman Dyson and seconded by Councilwoman Cosentino. The motion carried unanimously.

7. Audit of Claims

A motion to approve the audit of claims was made by Councilwoman Dyson and seconded by Councilman Puylara. The motion carried unanimously.

8. Petitioners

No petitioners came forward.

9. Privilege of the Floor

Bill Gladys, a town resident and 38-year former Town employee, addressed the full board. He questioned the recurring need for budget transfers, noting that payroll in particular should be predictable. He also recommended consolidating the two highway departments into one, with DPW Director Pete continuing to contribute his engineering expertise while Highway Superintendent Jeremy exercises managerial responsibility over the department as the elected official, thereby eliminating duplicative costs and restoring clear accountability.

Dr. Andrew Olden, Executive Director of the Seneca Falls Museum and Tourism Center, provided an update on the museum's activities and community partnerships. He reported that Music in the Park drew 1,000 more attendees than the prior year, and that September 2026 marked the highest monthly

attendance in the museum's recorded history since 2004. He highlighted the free arts festival, the Summer Thursday's program, and the upcoming 25 and 250 speaker series running through November. He thanked the Seneca Falls Police Department and Chief Schneider for regular officer check-ins at the museum's public outdoor space and encouraged all residents and board members to visit the facility.

Michael Coia, a resident of Rochester and former consultant to the Town with expertise in environmental engineering, provided a follow-up to his presentation from the prior month regarding leachate issues from landfills and their potential impact on the Town's wastewater treatment plant. He noted that the New York State DEC's public comment period on leachate rulemaking closed September 9th and that formal rulemaking regarding PFAS and other emerging chemicals is anticipated in the future. He urged the board to review and potentially strengthen the Town's existing leachate acceptance agreement to include additional chemical testing parameters, citing the example of Watertown's agreement with Seneca Meadows, which includes testing for 40 PFAS compounds and approximately 19 additional discharge parameters.

A robust exchange followed involving Councilman Puylara and a representative of Seneca Meadows (identified as Kyle), who clarified that Seneca Meadows has invested $5 million in reverse osmosis treatment achieving 99% PFAS removal prior to discharge, that the leachate sent to the Town is tested and within agreed-upon parameters, and that raw leachate sent to other plants (Watertown, Buffalo) is discharged within those facilities' permitted limits. Kyle noted that the proposed LEAF treatment system, which would further reduce PFAS, has been stalled by ongoing DEC questions despite being operational in five other states. He encouraged all board members to visit the Seneca Meadows facility to review treatment data directly. Discussion also addressed the distinction between stormwater and drinking water standards, combined sewer overflow issues, and the broader regulatory trajectory..

Kyle Black (Seneca Meadows representative) also provided an update on residential garbage collection, noting that the recent storm and some employee turnover at Cardinal had caused service disruptions. He reported that he is personally following up with affected residents and working with Cardinal and Town staff to resolve lingering issues. He proposed exploring the possibility of installing 15-yard front-load containers in the downtown area to better serve the high density of totes accumulating behind Fall Street businesses and residences. He noted this would require coordination with property owners and compliance with local fencing requirements. He also indicated he is working with Town staff and Highway Superintendent Jeremy to improve downtown waste management overall.

Norman Rotunda, a town resident, made brief critical remarks regarding duplication of departments and staffing decisions.

Brad Jones, a resident, addressed Supervisor Schmitter regarding the Town's financial management, expressing frustration with the budget deficit, the cost of Pro Nexus Consulting (which he stated now exceeds $200,000 year-to-date through the FOIL process), and the continuation of the DPW as a separate department. He urged the board to hire a Certified Public Accountant and argued that the root cause of many ongoing disputes traced to leadership and organizational structure decisions.

10. Executive Session

A motion to enter Executive Session for the purpose of discussing the appointment, promotion, demotion, discipline, or removal of a particular person or corporation was made by Councilwoman Dyson and seconded by Councilwoman Crane. The motion carried unanimously. Entered into Executive session at 8:06 pm. Motion to exit executive session made by Councilwoman Crane and seconded by Councilman Puylara. All in favor. Executive Session ended at 9:00 pm.

11. Special Order of the Day - Adjourn

Motion to adjourn made by Councilwoman Dyson and seconded by Councilwoman Crane. Meeting adjourned at 9:00 pm.

Respectfully Submitted,

Melissa G. Brown
Town Clerk