

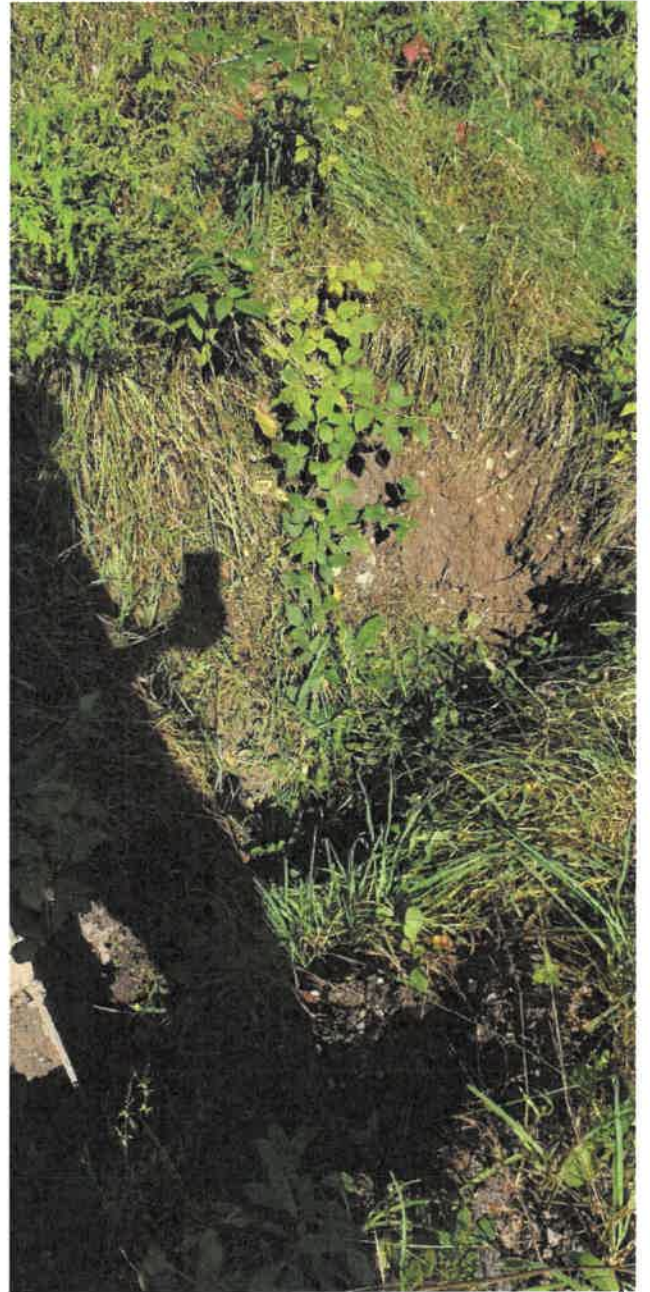
**TOWN OF SENECA
HIGHWAY DEPARTMENT
SEPTEMBER 2023 MONTHLY REPORT**

Town of Seneca Highway Department report from August 15, 2023 to September 18, 2023.

- Sent two trucks to the Town of Gorham for chip sealing various roads.
- Replaced five rotted steel cross culverts on Fort Hill Road.
- Replaced a 36" rotted steel cross culvert on Charleton Road near the Old Mill Road intersection. Because of the depth of excavation, we used Todd Hoover to do the digging with his excavator.
- We have been mowing roadsides when we are able to do so.
- Hauled 900 tons of #2 crusher run for the widening of Fort Hill Road.
- Kevin has been working on the plow trucks getting them ready for inspections.
- Helped the water department with the installation of water main on Washburn Ave. After cleaning it up we started widening that section of road in preparation of changing it to two lanes.
- We have received 1188 tons of salt which fulfilled our 2022-2023 contract obligations with NYSOGS. We mixed the salt with 450 tons of sand and 8,850 gallons of Magic Minus Zero.
- We finally received the Bush Hog roadside mower that was ordered back in January of this year.
- Started receiving our Chips re-imburements for the second quarter.
- I have been working on budget numbers for the 2024 budget.
- The Kidder Road culvert has started to fail. The East end of the South culvert has buckled under the guard rail and is threatening the North bound lane. Until repairs or replacement can be made, I plan on installing signs and jersey barriers to change it to a one lane road.

Jim





**TOWN OF SENECA
WATER DEPARTMENT
SEPTEMBER 2023 MONTHLY REPORT**

Town of Seneca Water District report from August 16, 2023, to September 19, 2023

- State Report for July has been completed and turned in to the Health Department.
- Monthly samples taken and passed.
- Dig safe tickets as requested.
- Flushed dead end hydrants.
- Mowed and weed whacked where needed.
- Checking more Lead and Copper services.
- Continue Painting Fire Hydrants.
- Fixed valve riser on county Rd. 5
- Fixed Hydrant that was hit on Rilands Rd.
- The transducers stopped working at the sewer station. Had Siewert Equipment come out and replace with a new one. Everything is working properly now.
- Started putting watermain on Washburn Ave.
- Installed new Curb stop rod on Wabash Rd.
- Shut water off on Gates Rd.
- Pumped out well at Olsen Tank site for the engineers to figure out if it can be filled in.
- Attended Water class at Kings Catering.
- Fixed Hydrant that was hit on 14A.
- Finished putting watermain in on Washburn Ave.
- Turned new service on Charlton Rd.
- Pressure tested Washburn Ave. and it passed the test.
- Water Department hired a new employee that started on 9/18/2023.
- Chlorinated Washburn Ave. watermain.
- Started putting forms up for the base of the water tank at Olsen.
- Changed the doors out at Kashong Switch generator room.
- Installed six new meters.
- Installed two new angle meter valves.

Highlights of monthly activities – Zoning Office:

Mike Roulan is still trying to complete all of the legal issues with getting the house at 3022 Seneca Castle Road torn down. He is proceeding to County Supreme Court to get a court order to allow us to raze the structure. I have signed and notarized affidavits for him in preparation for this. As you all are aware, this process has taken over 3 years and at times is very frustrating.

On August 30th court appearance with the house on Little Church Road, all work had been completed except a new roof. Per the Court order, the owners had a signed contract with a roof contractor. The roof is supposed to be completed by the end of September. We have a follow-up court appearance set for October 18th to determine if all work is completed.

I met on site with the owners of the property in Seneca Castle whose leach lines were placed onto the neighboring property. This week, the owners will be working on cutting and capping the 4 lines to ensure they remain on their own property. They will add an additional line in the opposite direction if necessary. I will be conducting a follow up inspection this week to ensure all work is complete.

I was in court on September 6th to testify on behalf of the owner of a multi-tenant home who was in confrontation with a tenant regarding sewer gas smell in their apt. The tenant refused to pay rent and the owner was processing an eviction notice. The court adjourned the case a month ago for both parties to present evidence of their cases. As discussed in previous reports, the owner corrected potential issues one at a time over the course of 6 weeks, and completed everything that was asked of them. In May we worked with an engineer on the last item of removing a whole house trap. Since that point I, the engineer, Soil and Water, and a plumber have all conducted inspections and concluded there is no issue with the plumbing in the house or the septic system. The tenant actually requested the Soil and Water and the plumber conduct an inspection on her behalf at her cost. After everything was considered, the Judge dismissed the case against the owner and the tenant will be moving out of the apt.

I met with a constituent to cover some ideas and thoughts for Airbnb regulations. I have attached a copy of them to my report. I will be meeting with the planning board on the 28th to have them begin looking at these ideas, and others, to write regulations for Airbnbs. Multiple municipalities around the area have written or are in the process of writing regulations. I will obtain copies of them as outlines for our board.

memo

To: Jerry
From: Jerry Hoover
Project: Short term Rental ideas
Date: September 11, 2023

Retroactive for all Airbnb

January 1-Dec 31

Air BNB live in house for at least 24 months before renting

Live in at least 6 months per year

Permit fee..\$250 permit fee Annually Per bedroom

Inspection fee \$150-\$200 fee. Return fee \$50 Annually Per unit

Violations \$500 1st offense, \$1000 2nd offense, \$1500 and 12 month revocation 3rd offense

Minimum 7 days for rental....No more than one rental per week.

Follow NYS Building code for number of occupants ...Bedrooms only. Based on original prints or on assessment records. Or after 1 year of rental, water use records will be used.

75DBA from 7am-9pm Quiet hours 9pm-7am at property lines.

No additional accessory structures/ Lighting for Airbnb

No RVs, no campers, no tents

Owner contact information for all neighboring properties

Only 1 house per property to be used as short term rental

No More than 1 vehicle per bedroom All parking must be off street and in driveway

Should we consider a total number of permits. Go on waiting list if number of permits is full.

Certain number geographically

Assessor's Report

September 19, 2023

Reviewed sales for the State's August deadline for RAR calculations. I will begin to start to do analysis for next year and look for the State's analysis and findings. Sales continue to be high, again a lack of housing inventory in Ontario County.

School taxes went out which always creates a few assessment questions, address changes, along with STAR questions. A few property owners have requested an onsite review.

State reimbursed STAR saving checks have gone out to those that do not receive the STAR exemption directly on their School Tax Bill. (Folks that purchased after 2016 or requested a change to this program). The idea was property owners in this plan would get their check prior to the due date of School Taxes so they could in turn apply it to their School Tax payment. I know for a fact some have received theirs at least for the Marcus Whitman School District.

The State recently changed the Senior Citizens exemption income criteria, I have had one recent inquiry and application filed for 2024. I have yet to review those changes and assess how they will impact our seniors and the town. I will keep you posted.

I attended the Assessor's meeting, and we had a brief discussion on Air BnB's and Short-Term Rentals. Not a lot of input as many towns are also in the process of reviewing their regulations on these. Some seem to think the State will look to regulating them more, especially considering the lost occupancy revenue from Hotels and Motels.

I attended another online class on August 22 Advance Data Collection and will be submitting to the state for processing and reimbursement of 12 hour of continuing education class credits. This brings me current with the State requirement.

Please feel free to contact me at any time for any questions or concerns.

Shana Jo

Town Clerk's Report

September 2023

→ In the month of August, the office processed the following

New Dog Licenses	2
Dog License Renewals	43
Dogs with changed status	5
Marriage Licenses	2
DEC Licenses- Gross	\$102.00
DEC Lic. Commission to the Town	\$5.63
Certified Copies	10
Other- REC DEPOSIT HELD	0
Unique Website Visitors- ONE TIME	857
Website Views- TOTAL VIEWS	2,067

- Continue to button up certain things for my maternity leave
 - (Writing procedures, organizing things, and doing as much as I can to ease the load of Shana Jo and Kathy who will be teaming up in my absence)
- Spoke to Drew about what my absence would look like for all of us. I will be pretty silent (unless an absolute emergency occurs) for the first month or so. After Jan. 1- I will be available by phone if any employees need me until my return.
 - Set dates are still TBD, but this is what the plan is so far. We will be discussing dates shortly and I should have that information by next month.
- Have been working really hard at getting the "Trial Balance" (total water balance for the town YTD) down. I sent out water balance reminders to those that still owe money on their accounts, and it seems to have a good return so far. I've gotten a lot back so far.
- In another effort to get the Trial balance as low as possible before sending over to the county, I ordered a big red stamp that I will stamp the water bills with that says "RELEVY MONTH". My hope is that the stamp will stand out enough to remind people that this is their last chance to pay.
 - If things all go as planned for me and my due date: I'm hoping to have all of the relevy buttoned up and over to the county before leaving. The county usually requests it around the second week of November (which is 2 weeks before my due date). That way nobody has to worry about that without me here.
- Have been adamant on sending dog licenses and reminders out each month. It has seemed to work well in getting all of the pups in the Town licensed and up to date.
- Received a call about a dog bite in the Town. Luckily the person was okay but was seen by a doctor. Unfortunately, the dog was not licensed here with me, so I had to refer them to Happy Tails to speak to Animal Control. Last I heard, the dog was not taken from the home, but was required to quarantine for 10 days and provide proof of rabies.

TOWN OF SENECA
LANDFILL STATUS REPORT

September 19, 2023

Gas Infrastructure

Gas construction will begin tentatively on the 26th. We will be adding 27 new gas collectors to the site. We will also evaluate the new wells for dewatering needs once they are installed.

Stormwater

Overall, with the rains the site and infrastructure has held up very well. We continue to do routine maintenance and repairs as needed.

Operations

The site continues to seed and grade slopes as necessary. The site has begun fall fertilization of existing vegetation. Capping and construction is slightly behind schedule but no concerns with completion of the project. Waste excavation is complete, the temporary liner and wind defender will be installed on the remaining area soon.

Regulatory

Activities and events at the landfill (tours, collection events, etc.)