

**Urbana Town Board Meeting
Regular Board Meeting
April 19, 2022**

The Urbana Town Board held its regular meeting on Tuesday, April 19, 2022 at 6:30 p.m. at the Town Hall, 8014 Pleasant Valley Road, Bath, New York.

Present:	Edward P. Stull	Supervisor
	David Luppino	Councilperson
	David Shaw	Councilperson
	Deanna Tompkins	Town Clerk
	Elizabeth Oklevitch	Attorney
	Tammie Nelson	Bookkeeper
Absent:	Mary Farmer	Councilperson
Zoom:	Jim Presley	Deputy Supervisor (non-voting)

Others Present: Judy Withers, Dave Oliver, Marv Rethmel, Andrew Tompkins, Lance Locey, Carol Israel, Alan Carpenter

Supervisor Stull opened the meeting at 6:30 p.m.

Pledge of Allegiance

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to approve the Board Minutes from March 15, 2022.

On a motion made by Councilperson Shaw, seconded by Councilperson Luppino and carried, all voting Aye to approve the Abstract #4 of 2022.

On a motion made by Councilperson Shaw, seconded by Councilperson Luppino and carried, all voting Aye to accept the department reports.

Public Input on Agenda Items

None

Public Hearing

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to open the Public Hearing at 6:35 p.m. for the following Resolutions: Establish a Highway Fund, Establish a Capital Reserve Fund to Finance the Waterfront Project, and Establish a Capital Reserve Fund to Finance Park Improvements.

There were no comments from the public.

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to close the Public Hearing at 6:36 p.m.

Old Business

Audit Update:

The response to the draft audit was sent to the State. We are now waiting for the final Audit.

Bridge Update

Fields Construction will start up work on the bridge again tomorrow.

Pier Project Update

Bonding has been approved. Waiting for submittals before a contract is signed.

Grant Update

The Town needs to approve a resolution to hire Saratoga to work on the second phase of the bridge/pier project for sole source justification.

**TOWN BOARD OF THE TOWN OF URBANA
STEUBEN COUNTY, NEW YORK**

**RESOLUTION
HIRING SARATOGA CONSULTANTS FOR PROFESSIONAL SERVICES**

At a regular meeting of the Town Board (the “Board”) of the Town of Urbana (“Town”), held at the Urbana Town Hall on April 19, 2022, at 6:30 PM, the following resolution was made by _____ Councilperson Luppino _____ and duly seconded

by _____ Councilperson Shaw _____ and the vote was as follows:

<u>Member</u>	<u>Vote</u>
Councilperson Luppino	AYE
Councilperson Shaw	AYE
Supervisor Stull	AYE
Councilperson Farmer	ABSENT
Deputy Supervisor Presley	ABSENT

The resolution therefore passed by a vote of 3 to 3 (2 members absent)____, and was duly adopted:

WHEREAS, the Town has undertaken a project known the Champlain Beach/Keuka Lake Waterfront Access Improvements: Pedestrian Bridge and Boardwalk Project (NYSDOS Contract Drawings #C1002046) (the “Project”), and

WHEREAS, certain elements of the original plans for the Project were put on hold due to cost constraints, and inclusion certain of those elements is now being pursued, including a bird watching station, a kayak launch, improvements at the park (the “Project Expansions”); and

WHEREAS, the Town previously hired Saratoga Associates Landscape Architects, Architects, Engineers and Planners (“Saratoga Associates”) as consultants on the Project through a formal bidding process; and

WHEREAS, the Town has been satisfied with the performance of Saratoga Associates on the Project and needs to hire consultants for the Project Expansions and Saratoga Springs has acquired unique able knowledge of the Project and Project Expansions through their work on the Project; and

WHEREAS, New York General Municipal Law §103 and the Town’s Procurement Policy (Guideline 6(a)) allow for contracts for professional services to be awarded without soliciting bids, written proposals, or quotations,

NOW, THEREFORE:

The Board finds and resolves as follows:

1. The services sought of Saratoga Associates as consultants on the Project Expansions are professional services that requires special skill and expertise, especially technical skill and training and the exercise of professional judgment, and Saratoga Associates has satisfactorily demonstrated such skill, training, and judgment in its services related to the Project during Phase 1, contract C1001174.

2. It is in the public interest for the Town to have continuity between the consultants involved in the both the Project and the Project Expansions, as this is expected to advance the interests of quality performance, efficiency, and fiscal responsibility, to the ultimate benefit of the public.
3. The hiring of Saratoga Associates as consultants for the Project Expansions is recognized as a permissible hiring under the “Acquisition of professional services” exception to the Town Procurement Policy’s requirement for written proposals and quotations prior to awarding certain contracts and under NYGML 103, and the Board determines that the hiring of Saratoga Associates may proceed without solicitation of bids, written proposals, or quotations.

Approval for Base plates

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to pay \$4,000 to pay the supplier for the base plates for the boardwalk railing

Docks at Depot Park

The slips need to fixed at Depot Park. Councilman Luppino asked if the ARPA money could be used to repair the docks. David Oliver is going to talk to Jack Wheeler and Jamie Johnson to see if there is any local money available through grants.

New Business

Pat II

Andrew Tompkins, Executive Director of the Finger Lakes Boating Museum (FLBM) explained that the Pat II Tour Boat will drop off/pick up at the 15 min dock again this year.

QKA Aging in Place Presentation

Carol Israel from QKA Aging in Place Advisory Committee gave a presentation about the organization and its needs. QKA Aging in Place is a community driven team of volunteers with the goal of helping 60+ residents become more involved within our community by providing a bi-monthly local newsletter, a wide variety of events and activities throughout the year. The organization is looking for contributions to help with the organization.

On a motion from Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to donate \$300 to the organization.

Establish Highway Equipment Reserve Fund

On a motion made by Councilperson Shaw, seconded by Councilperson Luppino and carried, all voting Aye to establish a Highway Equipment Reserve Fund.

Establish Capital Reserve Fund to Finance Waterfront Project

On a motion made by Councilperson Shaw, seconded by Councilperson Luppino and carried, all voting Aye to establish a Capital Reserve Fund to Finance the Waterfront Project.

Establish a Capital Reserve Fund to Finance Park Improvements

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to establish a Capital Reserve Fund to Finance Park Improvements.

Set Public Hearing

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to set a public hearing for May 17th for an Amendment to the Open Meeting Law and Video Conferencing.

Bond Resolution Authorizing Issuance of Bonds

A super majority is needed for the vote. There will be a special meeting on the April 29, 2022 at 4:00 p.m. to vote on the Bond Resolution.

Exceed State Bid on Pipe

On a motion made by Councilperson Shaw, seconded by Councilperson Luppino and carried, all voting Aye to authorize Highway Superintendent Doug Robinson to exceed the state bid on pipe for South Lake Road due to availability with state bid contractors.

Bon Ton Roulet Bike Race

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to approve Depot Park as a rest stop for the Bon Ton Roulet bike race on Wednesday July 27th.

Public Input on Non Agenda Items

Councilperson Luppino will meet with Deanna Tompkins to talk about the Watershed process. Wine Classic Boats gave an update about their event.

Executive Session

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to enter into executive session at 7:44 p.m. for current litigation, inviting in Marvin Rethmel, Zoning Officer, Deanna Tompkins, Clerk, and Attorney Oklevitch.

On a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to come out of Executive session at 8:35 p.m.

With no further business, on a motion made by Councilperson Luppino, seconded by Councilperson Shaw and carried, all voting Aye to adjourn the meeting at 8:35 p.m.

Respectfully Submitted
Deanna Tompkins, Town Clerk