

TRAFFIC SAFETY BOARD AGENDA

July 15, 2025 at 2:00 p.m.
Common Council Chambers
109 N. Main Street
Oneida, NY 13421

Call to Order

Pledge of Allegiance

Acceptance of previous meetings minutes

Old Business

- Parking on E. Railroad Street

Agenda Items:

1. Discuss board appointments for 2026 (City Clerk Sandy LaPera)
2. Citizen Complaint – Request to install more 2-hour parking signs and handicap parking spot on Madison Street (Samuel Getman)
3. Citizen Complaint – Traffic safety sign malfunction on Upper Lenox Ave (City Clerk Sandy LaPera)
4. Citizen Complaint – Request for no parking signs on East side of South Willow (Common Councilor Andrea Hitchings)
5. Oneida City School District – Traffic patterns outside of Seneca Elementary School (Superintendent Matthew Carpenter)

New Business

**CITY OF ONEIDA
MINUTES OF THE TRAFFIC SAFETY BOARD**

April 15, 2025
2:00 p.m.

MEMBERS:

IN ATTENDANCE

Chairman Bruce Burke	<input checked="" type="checkbox"/>
Vice-Chairman Donald White	<input checked="" type="checkbox"/>
Barbara Buehner	<input type="checkbox"/>
Kathy Malinowski	<input type="checkbox"/>
James Sweet	<input type="checkbox"/>
Erwin Smith	<input checked="" type="checkbox"/>
Brahim Zogby	<input checked="" type="checkbox"/>
Michael Geer	<input type="checkbox"/>
Brian Bortree	<input checked="" type="checkbox"/>
Gary Laureti	<input checked="" type="checkbox"/>

ADVISORS:

Public Safety Commissioner Dave Jones	<input checked="" type="checkbox"/>
Police Chief Steven Lowell	<input checked="" type="checkbox"/>
Fire Department Assistant Chief Dennis Relyea	<input checked="" type="checkbox"/>
City Engineer Jeff Rowe	<input checked="" type="checkbox"/>
Traffic Advisor Robert Anderson	<input type="checkbox"/>
Traffic Advisor Shawn Palmer	<input checked="" type="checkbox"/>

OTHER PRESENT:

City Manager Kyle Lovell

The regular meeting was called to order at 2:00 p.m. by Chairman Bruce Burke.

Approval of October 15, 2024 Meeting Minutes Distributed for Review Prior to April 15, 2025
Meeting *PREVIOUS MINUTES UNAVAILABLE*

Moved by: Dave Jones

Seconded by: Erwin Smith

RESOLVED that the minutes of the regular meeting of October 15, 2024 are hereby approved as presented.

Ayes: 6

Nays: 0

Abstain: 0

Absent: 4 (Buehner, Geer, Malinowski, Sweet)

MOTION CARRIED

OLD BUSINESS

- ❖ The board discussed a prior citizen complaint regarding unsafe parking near intersections at Seneca/Bates, Seneca/W. Walnut, and N. Lake/E. Elm. A work order had been issued previously for the installation of four "No Parking" signs.

AGENDA ITEMS

1. Citizen Complaint – Parking on Broad Street/Washington Avenue Intersection (LaPera)

Discussion: City Clerk Sandra LaPera forwarded a citizen complaint to the board regarding vehicles parked on Broad Street near its intersection with Washington Avenue, obstructing visibility for drivers. A photo was provided to the board for reference. Erwin Smith inquired whether any accidents had occurred at the location; Dennis Relyea stated there had not been any recent incidents. Chairman Bruce Burke expressed concern about the loss of parking in the area should restrictions be put in place. After discussion, the board agreed to send a letter in response to Ms. LaPera but took no action at this time.

2. Safety Concern – Parking on East Railroad Street (Hitchings)

Discussion: Common Councilor Andrea Hitchings submitted a request for the removal of a parking spot on East Railroad Street and the placement of a "No Standing" sign. Public Safety Commissioner Dave Jones noted that similar areas throughout Oneida did not have issues. Police Chief Steve Lowell stated it was a low-traffic area, though visibility concerns existed, particularly if food trucks were to use the space. It was noted that during a previous meeting from 2017, there was a work order to put a "No Standing" sign in place, however, to accommodate food truck vendors this was turned into a seasonal parking spot. City Manager Kyle Lovell questioned when signage was originally placed, and Shawn Palmer was asked to review records. The board agreed to monitor the area. City Manager Lovell will send a follow-up letter to Councilor Hitchings.

3. Citizen Request – Radar Speed Signs Around High-Traffic Areas and Schools

Discussion: Chairman Burke asked Chief Lowell about the department's current speed radar inventory. Chief Lowell listed the radar units in use and noted a significant increase in traffic stops over the past 6–8 months. Erwin suggested that signage warning of photo enforcement may deter speeding. It was noted that it is that time of the year again for the Traffic Safety Grant, which will help fund further enforcement. A response letter is to be drafted to the complainant, outlining the city's ongoing efforts.

4. Pedestrian Safety on Main Street During Winter (Geer)

Discussion: Board Member Michael Geer raised concerns about pedestrians walking in the street due to unplowed sidewalks during winter storms. City Manager Kyle Lovell responded that sidewalk plowing has been well-maintained, and the city's Department of Public Works is performing to the best of their ability. Chairman Burke was satisfied with the city's plowing efforts during the most recent storm. No action has been taken at this time.

NEW BUSINESS

❖ Broad Street – No Left Turn Sign

A sign near the exit of a physical therapy building on Broad Street prohibiting left turns was discussed. The sign's visibility and legitimacy were questioned. Chairman Burke asked for follow-up to determine whether the sign was official and if it needed to be relocated. Shawn Palmer believed that this was a privately owned sign.

- Later confirmed via email on 4/16/25 by Shawn Palmer that it is in fact a privately owned sign by the business, and it is located on private property.

❖ Regulations for Electric Bikes and Scooters

Discussion arose about local regulations regarding e-bike and e-scooter use on city streets. Chief Lowell shared that the police department had recently completed safety training related to these vehicles. E-bikes and e-scooters are not permitted on sidewalks, or on roads with posted speeds over 30 mph. Increased enforcement and public engagement were discussed. The board briefly discussed whether updates to local code enforcement or municipal law might be necessary.

Next Meeting Tuesday July 15, 2025, at 2:00pm

Motion to adjourn by: Brahim Zogby

Seconded by: Brian Bortree

The meeting is hereby adjourned at 2:53 pm.

Respectfully submitted,
Jaime Feith-Mallory
Traffic Safety Board Secretary



Outlook


RE: Traffic Safety Board Agenda and Packet 4/15/2025

From Shawn Palmer <spalmer@oneidacityny.gov>

Date Wed 4/16/2025 10:05 AM

To Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>; David Jones <djones@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>; Dennis Relyea <drelyea@oneidacityny.gov>; Jeff Rowe <jrowe@oneidacityny.gov>; bburke81@twcny.rr.com <bburke81@twcny.rr.com>; dwhite58@twcny.rr.com <dwhite58@twcny.rr.com>; 767khaki@gmail.com <767khaki@gmail.com>; sweet@twcny.rr.com <sweet@twcny.rr.com>; bzogby@aol.com <bzogby@aol.com>; michael67geer@gmail.com <michael67geer@gmail.com>; Rick Rossi <rrossi@oneidacityny.gov>; Scott Jones <sjones@oneidacityny.gov>; Sandy Lapera <slapera@oneidacityny.gov>

Cc Kyle Lovell <klovell@oneidacityny.gov>

 2 attachments (45 KB)

No standing here to corner (N. Main St).pdf; SKMBT_42110010409272.pdf;

Good day all,

Just a quick follow up on Tuesday's traffic meeting.

Broad & Washington signage exiting the medical building. The sign in question is a privately owned sign.

Main & E. Railroad I went through the records, I found two work orders:

To install No parking signs on the south side of E. Railroad from Williams to the James St extension from 10/15/2008. Attached

To place a "No standing here to corner" sign from 4/5/2011. Attached

The only other work order is the one that was in the meeting agenda packet.

I also looked back at Google Streetview the 5 min. parking sign was not seen in the images in Sept . 2015 or Sept 2018. The sign was placed at some point between then and Aug. 2023

Thanks,

Shawn Palmer

City of Oneida Traffic

C: 315-750-0641

E: Spalmer@oneidacityny.gov



CITY OF ONEIDA
DEPARTMENT OF PUBLIC SAFETY
BUREAU OF POLICE

David R Meeker
Chief of Police

109 N. MAIN ST.
PO BOX 550
ONEIDA, NY 13421-0550
TEL 315-363-9111

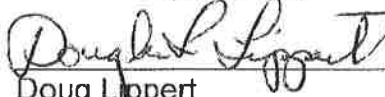
October 15, 2008

Pursuant to the authority vested in me by Article X of the Charter of the City of Oneida, New York, I hereby declare, order and establish the following regulation/s regarding traffic control in/a

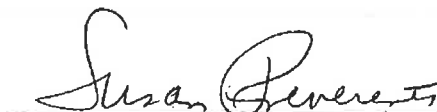
East Railroad Street, to wit:

Place no parking signs on the south side of East Railroad Street from Williams Street to the James Street extension.

This regulation to become effective upon proper signing.


Doug Lippert
Commissioner of Public Safety

Filed by the Oneida City Clerk this 16th day of October 2008.


Sue Pulverenti
Oneida City Clerk

cc: Police Department
City Engineer

MINUTES OF THE COMMON COUNCIL
APRIL 5, 2011

TRAFFIC ORDER ON NORTH MAIN STREET

RESOLUTION 11-78

Motioned by Councilor Moore
Seconded by Councilor Buss

RESOLVED, to establish a new Traffic Order to place a "No Standing Here to Corner" sign on the south side of Railroad Street, 20 (twenty) feet from the east curb line of North Main Street.

Ayes: 4
Nays: 2 (Jones, Cimpi)
MOTION CARRIED

I, Susan Pulverenti, Clerk of the City of Oneida and ex-officio Clerk of the Common Council, do hereby certify that the above is a true and accurate copy of a Resolution passed at a regular meeting of the Common Council held on April 5, 2011.



Susan Pulverenti, City Clerk

Dated: April 6, 2011



Outlook

Traffic Safety Board

From Sandy Lapera <slapera@oneidacityny.gov>

Date Thu 4/3/2025 8:18 AM

To Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>

Cc Steve Lowell <slowell@oneidacityny.gov>

Hi Jaime,

I cannot remember if I advised you or not, so I am sending again just in case. The following members of the TSB expire on December 3, 2025. As the appointments for this board require council approval, I will need to know by November 12th if they would like to be considered for reappointment, or if the Mayor needs to look for replacements.

Barb Buehner

Mike Geer

James Sweet

Brahim Zogby

Thanks!

Sandy LaPera

City Clerk

109 N. Main Street

Oneida, NY 13421

315-363-7378

Fax 315-363-9558

slapera@oneidacityny.gov

June 1, 2025

Kathy Malinowski

1308 Middle Rd.

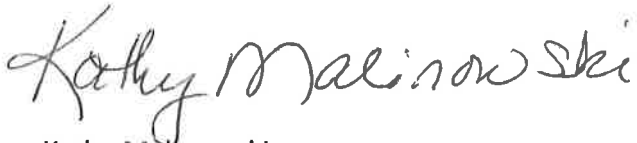
Oneida, NY 13421

RE: Traffic Safety Board

I am resigning from my position on the Traffic Safety Board.

I apologize for not making this official promptly.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Malinowski". The signature is written in dark ink and is positioned above the printed name.

Kathy Malinowski

FW: Form submission from: Traffic Safety Board Contact Form

From Melissa Luck <mluck@oneidacityny.gov>
Date Thu 5/15/2025 2:40 PM
To Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>
Cc Steve Lowell <slowell@oneidacityny.gov>

This email came through, I'll see if Sandy can look into why I'm still getting them and have them switched over to Jaime.

Thanks,
Melissa

From: Oneida New York <oneida-ny@municodeweb.com>
Sent: Thursday, May 15, 2025 2:35 PM
To: Melissa Luck <mluck@oneidacityny.gov>
Subject: Form submission from: Traffic Safety Board Contact Form

Submitted on Thursday, May 15, 2025 - 2:34pm

Submitted by anonymous user: 172.96.147.102

Submitted values are:

First Name Samuel
Last Name Getman
Email Sam@vbglawfirm.com
Phone Number 3153633602
Describe Concern/Issue

We have a law office located at 146 Madison St. which provides service to a number of elderly persons and/or persons with mobility issues. We would like to request the city put in a handicap parking space in front of our building. Additionally, we would request that the city install more of the 2hr parking signs on the street.

Location of Traffic Safety Concern/Issue Madison Street

The results of this submission may be viewed at:

<https://www.oneidacityny.gov/node/2535/submission/491>

||



Outlook

Fw: Traffic Safety Sign

From Sandy Lapera <slapera@oneidacityny.gov>
Date Thu 6/5/2025 4:18 PM
To Steve Lowell <slowell@oneidacityny.gov>
Cc Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>

Hi, please see below. Thanks!

SANDY LAPERA
City Clerk/RAO
Website Administrator
109 N. Main St.
Oneida, NY 13421

Ph: 315-363-7378
Fax: 315-363-9558

From: Andrea Hitchings <ahitchings@oneidacityny.gov>
Sent: Thursday, June 5, 2025 3:51 PM
To: Sandy Lapera <slapera@oneidacityny.gov>
Subject: Re: Traffic Safety Sign

Hi! I forwarded this to the head of the Highway Dept and he said the signs are the responsibility of the City which they are. If it is a digital speed sign, that is placed by OPD. Any other signs are the responsibility of the Traffic Dept and TSB.

Thank you!

From: Sandy Lapera <slapera@oneidacityny.gov>
Sent: Monday, June 2, 2025 10:20 AM
To: Andrea Hitchings <ahitchings@oneidacityny.gov>
Subject: FW: Traffic Safety Sign

Hi, as Jeff advised this is handled by the county, can you please forward it to whoever can respond to her. Thanks!

SANDY LAPERA
City Clerk/RAO
Website Administrator
109 N. Main St.
Oneida, NY 13421

Ph: 315-363-7378
Fax: 315-363-9558

From: Jeff Rowe <jrowe@oneidacityny.gov>

Sent: Monday, June 2, 2025 10:05 AM

To: Sandy Lapera <slapera@oneidacityny.gov>; Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>

Cc: Monique Ludwig <mludwig@oneidacityny.gov>

Subject: RE: Traffic Safety Sign

Sandy

This section of Upper Lenox is maintained by Madison County not the City of Oneida. She should contact Madison County.

Jeff

Jeffrey A. Rowe, P.E.

City Engineer

CITY OF ONEIDA- ENGINEERING | PUBLIC WORKS

109 North Main Street, Oneida NY 13421

T: 315.363.7222 E: jrowe@oneidacityny.gov

From: Sandy Lapera <slapera@oneidacityny.gov>

Sent: Monday, June 2, 2025 9:58 AM

To: Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>; Jeff Rowe <jrowe@oneidacityny.gov>

Cc: Monique Ludwig <mludwig@oneidacityny.gov>

Subject: Traffic Safety Sign

Hi all, as I am not sure who would be handling this issue, I am sending to both. There is a sign in front of 2225 Upper Lenox Ave that, as described, appears to be a traffic safety sign. The resident stated that it often does not work and wondered if it could be replaced with a solar powered sign or if someone can check to replace the batteries. Can someone please contact her at 315-363-6256 Nancy Elford. Thanks.

SANDY LAPERA

City Clerk/RAO

Website Administrator

109 N. Main St.

Oneida, NY 13421

Ph: 315-363-7378

Fax: 315-363-9558



Outlook

Form submission from: Traffic Safety Board Contact Form

From Oneida New York <oneida-ny@municodeweb.com>

Date Wed 7/9/2025 2:45 PM

To Jaime Feith-Mallory <JFeith-Mallory@oneidacityny.gov>

Submitted on Wednesday, July 9, 2025 - 2:45pm

Submitted by anonymous user: 66.109.44.226

Submitted values are:

First Name Andrea

Last Name Hitchings

Email ahitchings@oneidacityny.gov

Phone Number 3153783227

Describe Concern/Issue

I received a concern from a resident that lives on S. Willow about the unsafe flow of traffic between Lincoln and the dead-end. Because this area of the road is narrow, if cars are parked on the street, it creates a safety issue, especially if there is road work or utility work going on in the area. Currently the National Grid work going on in the area is adding to the safety concerns. At the meeting in July, it would be greatly appreciated if you can please discuss adding "No parking" signs to the east side of S Willow between Lincoln and the dead-end at the very least. Perhaps "No Parking" Signs along the length of S Willow between Cleveland and the dead-end would make more sense. Please let me know if you have any questions or need further details. Please confirm that this will be discussed at the July meeting. Thank you.

Location of Traffic Safety Concern/Issue South Willow Street between Lincoln and the dead-end

The results of this submission may be viewed at:

<https://www.oneidacityny.gov/node/2535/submission/522>



Steven Lowell
Chief of Police

CITY OF ONEIDA
DEPARTMENT OF SAFETY
BUREAU OF POLICE



108 Main Street
Oneida, NY 13421
315-363-9111

Traffic Enforcement Request

Date of Request: 6/16/2025

Reporting Person:

Last: MYERS First: GREGG MI: D

Address: 427 SOUTH WILLOW ST. ONEIDA

Phone: 315-363-1148

Problem Area: 400 BLOCK OF SOUTH WILLOW STREET

Time of Occurrence: _____

Vehicle Description: _____

Operator Description: _____

Reported Problem:

Please describe nature of complaint in detail: BECAUSE OF THE WIDTH OF

SOUTH WILLOW STREET AND THE FREQUENCY OF SCHOOL BUS

TRAFFIC GOING TO THE "HOME DAY CARE CENTER", I'M

REQUESTING NO PARKING SIGNS TO BE PLACED ON THE EAST SIDE

OF SOUTH WILLOW STREET FROM LINCOLN AVE TO THE DEAD END,

THIS IS A CONTINUATION OF NO PARKING THAT CURRENTLY

EXISTS FROM CLEVELAND AVE TO LINCOLN AVE. CURRENTLY

EMERGENCY VEHICLES WOULD HAVE A DIFFICULT TIME

GETTING THROUGH THIS AREA.



Outlook

RE: [External Sender]: RE: Touch base

From Matthew Carpenter <MCarpenter@oneidacsd.org>

Date Thu 5/1/2025 8:27 AM

To Kyle Lovell <klovell@oneidacityny.gov>; Rick Rossi <rrossi@oneidacityny.gov>

Cc William Wares <WWares@oneidacsd.org>; Jeff Rowe <jrowe@oneidacityny.gov>; Traffic Safety Board <tsb@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>

Thanks for getting back to us. How about the morning of the 7th or 8th? We are happy to come to you or meet at Seneca Street Elementary.

Matthew T. Carpenter
Superintendent of Schools
Oneida City School District
565 Sayles Street
Oneida, NY 13421
315-363-2550

From: Kyle Lovell <klovell@oneidacityny.gov>

Sent: Wednesday, April 30, 2025 1:10 PM

To: Rick Rossi <rrossi@oneidacityny.gov>; Matthew Carpenter <MCarpenter@oneidacsd.org>

Cc: William Wares <WWares@oneidacsd.org>; Jeff Rowe <jrowe@oneidacityny.gov>; Traffic Safety Board <tsb@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>

Subject: [External Sender]: RE: Touch base


Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.


Good Afternoon Matt,


I'd be happy to chat with you regarding the Seneca Elementary School crosswalk. Can you please throw out a couple of dates/times that work for you and I can coordinate with my team on our end.

Sincerely,

Kyle P. Lovell
City Manager
City of Oneida
109 N Main St.
Oneida, NY 13421

 315-363-4800

 klovell@oneidacityny.gov

 www.oneidacityny.gov

From: Rick Rossi <rrossi@oneidacityny.gov>
Sent: Wednesday, April 30, 2025 12:45 PM
To: Matthew Carpenter <MCarpenter@oneidacsd.org>
Cc: William Wares <WWares@oneidacsd.org>; Kyle Lovell <klovell@oneidacityny.gov>; Jeff Rowe <jrowe@oneidacityny.gov>; Traffic Safety Board <tsb@oneidacityny.gov>; Steve Lowell <slowell@oneidacityny.gov>
Subject: Re: Touch base

Good afternoon Matt,

Thank you for reaching out. I'd be more than happy to sit down with you, or point you in the right direction. I've included our City Manager, traffic safety board, Police Chief, and our City Engineer. I'm sure we could set something up to discuss. What days work best for you?

Mayor Rossi

From: Matthew Carpenter <MCarpenter@oneidacsd.org>
Sent: Wednesday, April 30, 2025 8:47 AM
To: Rick Rossi <rrossi@oneidacityny.gov>
Cc: William Wares <WWares@oneidacsd.org>
Subject: Touch base

Good morning Rick,
I hope all is well in the City! I wanted to touch base regarding traffic patterns outside of Seneca Elementary School. We wanted to inquire about either putting in flashing school crossing signs and/or creating a larger painted area in the crosswalk section on Seneca Street. Maybe we could meet you or your DPW head and discuss this?
Let me know if you have time.
Thanks
Matt

Matthew T. Carpenter
Superintendent of Schools
Oneida City School District
565 Sayles Street
Oneida, NY 13421
[315-363-2550](tel:315-363-2550)

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