

TOWN OF MARCELLUS WORKSHOP MEETING MINUTES

August 23, 2012

7 PM

The meeting was called to order at 7PM by Town Supervisor Ross. In attendance were Supervisor Ross and Board members Hakes, Lathrop, O'Hara and Sherman. Also Town Attorney Gascon, Highway Superintendent MacLachlan, Town Accountant Tracie Barnes, Park Superintendent Snyder and Recreation Director Coccia. Also, Town Engineers J. Durand and J. Kantak of TDK Engineers, R. Barnard of KVS, and resident M.J. Paul and two high school students. Items discussed were:

- I. Sewer Inspections/TDK Engineers
Joe Durand and Jason Kantak (TDK Engineers) updated the board on the progress of the I&I study of the town sewer extensions. Home inspections by the highway department employees are underway. Superintendent MacLachlan presented a proposal for camera inspections of the sewer lines and manhole inspections. This proposal totaled \$20,262 and was considerably lower than other proposals received by the town. Proposal will be considered at the September board meeting. TDK also told the board that due to the work of the Highway Department, their fee to compile and review the data will be under the contract amount.

- II. KVS Accounting Software
Roger Barnard of KVS Information Systems, Inc. presented a proposal for financial software. Software is available under state contract and is Windows based. Price is discounted by amount paid for EOS software in 2008. Total cost is:

Software \$15,807 (one time)
Data Conversion (one time)
Support \$ 3,029 (annual)

Proposal will be considered at the September board meeting.

- III. Website Update
Board Member Hakes has been working with a web developer on updating the Town website. Designs are almost complete and may be ready for presentation at the September Board meeting.

- IV. Code Enforcement
Supervisor Ross informed the board that a new Civil Service list has been issued for the position of Code Enforcement Officer. Civil Service has notified the town that Mr. Houser is a provisional appointee and we will need to canvas the list and make a permanent appointment based on the list. That process will begin soon.

- V. Additional Park Access
Mr. O' Hara was informed by the Village that they need to construct a portion of a village creekwalk or return grant money to the state. The Village is requesting access to Marcellus Park from the southeast corner of the parking lot of the Braeside Apartments. Supervisor Ross asked if the village had obtained easements from the Braeside and other property owners of property to be crossed by the trail. After some discussion, the Board requested that the Village present a written description of the trail, copies of all easements and answer any other questions that the board may have.
- VI. Highway
Supt. MacLachlan informed the board that work on front steps would begin on September 11th.
- VII Parks
Board member Lathrop inquired of Rec. Director Coccia about additional summer concerts. Mr. Coccia explained that the problem was that concerts finish at 8:30 PM. Any additional concerts would finish in dark. Board will have further discussion during budget review.
- VIII. Attorney
Attorney Gascon informed the Board that he had finished drafting the easement agreements for the Spector and Killian properties and will be presenting them soon.
- IX. Other Matters
Resident May Jo Paul thanked the Town Highway Department as well as the Town of Onondaga Highway Department for their assistance in resurfacing her village street. She also inquired as to when board meeting documents might be available on the website. Board is reviewing this as part of it website rebuild.

The meeting was adjourned at 8:45 PM.