

**TOWN OF MARCELLUS**  
**WORKSHOP MEETING MINUTES**

**June 27, 2013**

**5 PM**

The meeting was called to order at 5 PM by Supervisor Ross. In attendance were Supervisor Ross and board members Hakes, Lathrop, O'Hara and Scanlon. Also, Recreation Director Coccia and Town Attorney Gascon. Also, residents C. and M.J. Paul, Mr. and Mrs. Van Deusen and B. Montgomery. Matters discussed were:

I. Assessor Appointment/Board of Assessment Review Vacancy

Supervisor Ross informed the Board that the appointment of the Town Assessor expires in September. Unless the board wishes advertise the position, it was the feeling of the Supervisor that based on Mr. Fitts past service to the town that he be reappointed to a six year term at the August meeting. Supervisor invited the board to consider all options and let their feelings be known prior to the July work session.

The Board also decided to publicly advertise the vacancy on the Board of Assessment Review. Resident B. Montgomery expressed an interest in being considered for the appointment. Supervisor will work with the Town Clerk to coordinate this effort.

II. Town IT System- Server Proposal

Supervisor Ross presented a proposal from KVS Systems to purchase install server to the town computer system. This would allow for automatic data backup and networking of town computers. Mr. Hakes explained that this is an important piece of any computer network. This should be considered for inclusion in the 2014 town budget.

III. Exterior Lighting Project

Supervisor Ross explained that specifications for the town hall exterior lighting project were forthcoming from the town engineers. The Board will need to move on this project to meet the requirements of the JCAP grant.

- IV. Town Hall Expansion  
The board discussed the advantages of new construction vs. adding on to the existing town hall. There was also discussion of the needs of the court and a separate facility for court operations. Justice Dailey will be invited to the July work session to present her needs and concerns.
- V. E-Z Pass Vendor Proposal  
The town clerk passed on to the board a request to become a retail vendor for the EZ Pass system. The town if approved would purchase EZ Pass tags and sell them through the clerk's office. We would only be a retailer. Any issues with tag after sale would be the responsibility of the system operator. The town attorney will review the contract and present any concerns.
- VI. Website Update  
Mr. Hakes told the board that the website was up and running. The system designer was scheduling a training session with key town staff in order to transfer operation of the system to the town. Further discussions about the guestbook were ongoing. Mr. Hakes explained that this was the likely source of the virus that shutdown the old website. Before we restore the guestbook, additional security will be needed.
- VII. Highway  
Mr. Scanlon informed the board the Department was in the process of repaving the Fire Department parking lot. This should be completed by 7/3 depending on the weather.  
Also, the DEC is requesting that we secure the electronics in a locked trailer which will be provided by RC&R. The Highway Superintendent is working out the details of this.
- VIII. Attorney  
The town attorney explained that the village was requesting certification that all necessary permanent easements regarding the sewer extensions were in place prior to the consolidation. The town attorney was concerned that this could be an expensive undertaking if the deed to each property had to be reviewed. The town will contact B&L to see if they retained any information regarding easements.

IX. Other Matters

Resident MJ Paul suggested that the board consider working with the village and school to develop a marketing plan to attract new residents who may come to the OCC campus under the Governors Tax Free New York Plan.

Ms. Van Deusen of Brewer Rd. explained her water situation to the board and inquired about public water. The board informed her that she would need to present a petition to the board signed by residents interested in determining the cost of a public water system. She informed the board that she and her neighbors were starting that effort.

She also asked about replacing the street signs at Amber and Brewer Rd. The highway department will investigate.

X. Executive Session- Personnel Matter (Highway Department)

On a motion by Mr. Scanlon, second by Mr. Hakes all voting aye, the board entered executive session at 5:32 to discuss a personnel matter regarding the highway department.

On a motion by Mr. Hakes, second by Mr. Lathrop, all voting aye, the board ended executive session at 8:25.

The meeting was adjourned at 8:25.

