

TOWN OF MARCELLUS

WORKSHOP MEETING MINUTES

August 22, 2013

7 PM

The meeting was called to order at 7:00 PM by Supervisor Ross. In attendance were Supervisor Ross and board members Hakes, Lathrop, O'Hara and Scanlon. Also, Town Accountant T. Barnes, Highway Superintendent MacLachlan, Codes Enforcement Houser, Park Leader Snyder, Recreation Director Coccia and Town Attorney Gascon. Also, B. Pincelli of the CNY Regional Planning and Development Board, K. Busa and M. Alexander of Syracuse Metropolitan Transportation Council and residents C and M.J. Paul and Mr. and Ms. N. Wynn. Matters discussed were:

I. Supervisors Report Update

Town Accountant Barnes explained to the board members the purpose of Supervisors annual financial report update document to be filed with the NYS comptroller each year. The Supervisor has not been able to file this report since 2011 due to inaccuracies in previous reports. Ms. Barnes detailed her efforts to correct this information since she joined the town in December 2010. Ms Barnes informed the board that she has been communicating with the Comptroller's Office on how best to complete the report. She reported that she has moved much closer to completing an accurate 2010 report but needs to complete a review of data from fiscal years 2008 and prior in order to submit an accurate 2010 report. She requested that the board authorize 40 hours of overtime in fiscal 2013 so that she can devote more time to this task while completing her regular daily duties.

II. Disc Golf Proposal

Supervisor Ross updated the board on a request from a community member to install a disc golf course in the Park. While no one was present at the meeting, Supervisor Ross told the board he had visited Jamesville Beach Park to see an existing facility. It appears that Marcellus Park may not be large enough for a similar facility but he was not aware of exactly what was to be proposed.

III. CNY Regional Planning and Development Board

-Grant Funding Opportunities for Community Facilities

Mr. Brian Pincelli of the CNYRPDB was present to let the board know that his agency was ready to assist us in seeking grant funding for issues related to town hall expansion or replacement. He discussed assistance given to Village of Skaneateles in renovating the former police station into a village hall. Assistance was primarily for green infrastructure in the renovated facility. He works with a number of different public funding sources and would be happy to assist us in seeking funding for future town hall projects.

- IV. Sunset Ridge Planned Unit Development(PUD)
Supervisor Ross explained that he received an earlier email from the Sunset Ridge Golf Links regarding his desire to make a presentation to the Board about changes to the present operations. It appears the changes may involve the use of the PUD process. Supervisor Ross gave the board a brief overview of the process which is outlined in the town zoning ordinance. While owner was not available to meet at this meeting he expressed a desire to meet with the board at a future meeting.
- V. Code Enforcement Office Staffing
Town COE Houser outlined his experience as the town Code Enforcement Officer. He is spending an estimated 75% of his time on zoning issues and 25% on code enforcement. He fits in fire inspections as time permits. There are currently 60-80 open building permits. He is up to date at the moment but sees himself falling behind in the near future. He asked the board to consider a part time code enforcement position in the future in order to keep the workload current.
- VI. Assessor Reappointment
Supervisor Ross informed the board that the six year appointment of the town assessor expires in September. Supervisor Ross expressed support for Mr. Fitts' reappointment and would place that on the September agenda. Mr. Gascon noted some language in the contract that needed to be addressed. Supervisor Ross will review and discuss with the town attorney.
- VII. Parks
Park Leader Snyder asked about the time frame for the state grant for park improvements. Supervisor Ross stated the \$50,000 amount had been confirmed but the town was awaiting word from the state agency that would administer the funds.
Mr. Coccia discussed a recent accident on the basketball courts where a park patron had slipped on a wet area and suffered a head injury. Mr. Snyder informed the board that an algae like substance had formed in some small puddles on the court causing slip and fall accident Town Attorney Gascon suggested that the courts be shut down immediately. The board concurred and requested that the contractor be contacted to review why this might be occurring.

Mr. Lathrop asked if the park staff could clean up the landscaping near the Fire Station.
- VIII. Highway
Superintendent MacLachlan discussed a request to restrict access to the construction and demolition debris section to town Trash Days only. Restrictions from DEC in the recent years have made this operation more difficult to obtain. The board was in general agreement but would like more information as to how this would affect residents.
Mr. Scanlon suggested further that the brush pile access be restricted as we have incidents of commercial landscapers dumping in the pile as well as fire wood being removed that could be sold by the town at auction.

IX. Attorney

The town attorney informed the Board that he has discussed the sewer easement issue with the Mayor and will be meeting with him next week.

X. Other Matters

Mr. N. Wynn of Flower Lane asked for clarification of the conflict of interest. Town Attorney Gascon read from the handbook. Supervisor Ross stated board members are subject to conflict of interest if they or their family have a financial interest in the matter before the board. He criticized the board for failing to notify the town attorney of a recent accident in the park for two weeks. He criticized the board for allowing 60-80 building permits to remain open (per COE Houser).

Mr. C. Paul inquired if the Town Accountant was a salaried employee, then why she could earn overtime. Supervisor Ross explained the all town employees were in the nonexempt class and eligible to earn overtime over 40 hours per federal guidelines.

EXECUTIVE SESSION

On a motion by Mr. O'Hara, second by Mr. Hakes, all voting aye, the board entered Executive Session with the town attorney to discuss an investigative report regarding the Highway employee matter, Executive Session Law and additional highway allegations. On a motion by Mr. Hakes and second by Mr. O'Hara, all voting aye. The board ended executive session.

As a result of the executive session discussion that based on evidence brought to the Town Board and following reasonable inquiry regarding possible misuse of town equipment, board has resolved to present additional information to authorities for formal investigation.

On a motion by Mr. Hakes, seconded by Supervisor Ross the meeting was adjourned at 11:05 PM.