

**TOWN OF MARCELLUS  
TOWN BOARD MEETING MINUTES**

July 14, 2014

A regular meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Monday, July 14, 2014, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Mary Jo Paul, Supervisor  
Kevin F. O'Hara, Councilor  
John Scanlon, Councilor  
Karen Pollard, Councilor

Also present: Susan Dennis, Deputy Town Clerk; Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; John Rossiter, Marcellus Fire Department; John Houser, Codes Officer; Laurie Stevens; and approximately 10 town residents and Sandy Taylor, Town Clerk.

Supervisor Paul opened the meeting at 7 P.M. with the Pledge of Allegiance to the Flag.

A motion was made by Councilor Scanlon to add to the agenda the Time Warner/Windstream issue for the Town Hall. Councilor Pollard seconded this motion.  
Ayes – Scanlon, Paul, O'Hara and Pollard Carried

**Public Hearing:** A Local law amending the Town of Marcellus Zoning law of 2009 to amend square footage requirements of permitted accessory buildings in residential zones within the Town of Marcellus.

Supervisor Paul opened the Public Hearing for the proposed Local Law Amending the Town of Marcellus Zoning Law of 2009 to amend square footage requirements of permitted accessory buildings in residential zones within the Town of Marcellus.

Supervisor Paul asked the Town Clerk to read the legal notice that was published in the June 18, 2014 edition of the Eagle Observer.

Supervisor Paul asked if anyone wished to speak in favor or against the proposed Local Law.

Hearing no comments from the floor or the Board, Supervisor Paul closed the Public Hearing at 7:05.

**Public Hearing:** A Local law amending the Town of Marcellus Zoning Law of 2009 with respect to Telecommunication Facilities.

Supervisor Paul opened the Public Hearing for the proposed Local Law Amending the Town of Marcellus Zoning Law of 2009 with respect to Telecommunication Facilities.

Supervisor Paul asked the Town Clerk to read the legal notice that was published in the June 18, 2014 edition of the Eagle Observer.

Supervisor Paul asked if anyone wished to speak in favor or against the proposed Local Law.

Hearing no comments from the floor or the Board, Supervisor Paul closed the Public Hearing at 7:08.

**Declare Vacancy/Appoint Board Member:** Supervisor Paul declared a vacancy on the Board in which Laurie Stevens has been appointed to serve until December 31, 2014. Laurie Stevens was then sworn into office and took a seat at the Board Table.

Copies of the minutes of the Town Board Meeting held on the held on Monday, June 9, 2014 and the Workshop/Board Meeting held on Thursday, June 26, 2014 and the Special Meeting held on July 9, 2014 was given to the Board Members. Councilor O'Hara made a motion seconded by Councilor Scanlon to accept the minutes as presented. Ayes – Scanlon, Stevens, Paul, O'Hara and Pollard Carried

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract # as of, Claims #and Highway Claims #.

	<u>Expenses</u>
General Fund	\$22,034.70
General Fund – Part Town	664.87
Highway – Town Wide	841.74
Highway – Part Town	21,495.46
Sewer District	<u>13,823.36</u>
 Total	 \$58,860.13

Bills paid between meetings:

Date Prepared: 07/14/2014 09:53 AM		<b>TOWN OF MARCELLUS</b>										PUR4095 1.0
Report Date: 07/14/2014		<b>Voucher Summary Report</b>										Page 1 of 2
												Prepared By: TB
Voucher No. Cash Account	Vendor Cd Vendor Name	Invoice No.	Inv. Date Stub- Description	Voucher Amt.	Disc. Amt. Taxable	Check ID	Period	Year	Check No. Due/Check Date	Account No.	Amount	
140645	000000018	20140627002	06/27/2014	101.99	0.00	T	6	2014	254	T.0018	101.99	
	OSC-NYSLRS		P/R NYS ERS 6/27/14						06/25/2014			
140646	000000018	20140627003	06/27/2014	166.00	0.00	T	6	2014	255	T.0018	166.00	
	OSC-NYSLRS		P/R RET LOAN 6/27/14						06/25/2014			
140647	000000012	20140627100	06/27/2014	47.75	0.00	T	6	2014	14812	T.0020.1000	47.75	
	EXCELLUS BLUE CROSS BLUE SHIELD - D		P/R PRE TAX DE 6/27/14						07/01/2014			
140649	000000022	20140627FED	06/27/2014	1,168.73	0.00	T	6	2014	256	T.0022	1,168.73	
	KEY BANK FED WH		P/R FEDERAL TAX 6/27/14						06/25/2014			
140650	000000026	20140627FICA	06/27/2014	1,781.52	0.00	T	6	2014	257	T.0026	1,781.52	
	KEY BANK FICA		P/R FICA TAX 6/27/14						06/25/2014			
140651	000000027	20140627MEDC	06/27/2014	416.62	0.00	T	6	2014	258	T.0027	416.62	
	KEY BANK MEDICARE		P/R MEDICARE TAX 6/27/14						06/25/2014			
140652	000000021	20140627STA	06/27/2014	550.60	0.00	T	6	2014	259	T.0021	550.60	
	NYS INCOME TAX		P/R STATE TAX 6/27/14						06/25/2014			
140653	000000018	20140627002	06/27/2014	380.95	0.00	T	6	2014	260	T.0018	380.95	
	OSC-NYSLRS		P/R NYS ERS 6/27/14						06/25/2014			
140654	000000012	20140627100	06/27/2014	486.48	0.00	T	6	2014	14812	T.0020.1000	486.48	
	EXCELLUS BLUE CROSS BLUE SHIELD - D		P/R PRE TAX DE 6/27/14						07/01/2014			
140658	000000022	20140627FED	06/27/2014	2,839.20	0.00	T	6	2014	261	T.0022	2,839.20	
	KEY BANK FED WH		P/R FEDERAL TAX 6/27/14						06/25/2014			
140659	000000026	20140627FICA	06/27/2014	4,484.10	0.00	T	6	2014	262	T.0026	4,484.10	
	KEY BANK FICA		P/R FICA TAX 6/27/14						06/25/2014			
140660	000000027	20140627MEDC	06/27/2014	1,048.70	0.00	T	6	2014	263	T.0027	1,048.70	
	KEY BANK MEDICARE		P/R MEDICARE TAX 6/27/14						06/25/2014			
140661	000000021	20140627STA	06/27/2014	1,262.63	0.00	T	6	2014	264	T.0021	1,262.63	
	NYS INCOME TAX		P/R STATE TAX 6/27/14						06/25/2014			
<b>Total Vouchers reported: 13</b>											<b>Total GL Detail Reported</b>	14,735.27
											<b>Total Amount All Vouchers</b>	14,735.27

Board Members were given copies of the Activity Report as of July 14, 2014 and monthly statement of bank balances as of July 14, 2014.

	<u>Total Revenue</u>	<u>Total Expense</u>
General Fund	\$955,539.64	\$675,224.87
General Fund – Part Town	103,923.00	47,671.01
Highway – Town wide	371,879.96	218,095.22
Highway – Part Town	292,058.00	85,954.02
Fire District	598,093.14	423,928.00
Hydrant Fund	1,945.00	1,071.18
Ambulance Fund	277,271.00	144,483.50
Sewer District	126,800.00	49,306.36
Water District	190,819.00	81,577.59

Councilor Scanlon made a motion seconded by Councilor O’Hara to approve and pay the bills, approve the monthly activity report as of July 14, 2014 and the monthly statement of bank balances as of July 14, 2014.

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard

Carried

**Enact Local Law 1-2014: A LOCAL LAW AMENDING THE TOWN OF MARCELLUS ZONING LAW OF 2009 TO AMEND SQUARE FOOTAGE REQUIREMENTS OF PERMITTED ACCESSORY BUILDING IN RESIDENTIAL ZONES WITHIN THE TOWN OF MARCELLUS**

**TOWN OF MARCELLUS**

**TOWN BOARD RESOLUTION**

**July 14, 2014**

The following resolution was offered by Councilor Scanlon, who moved its adoption, seconded by Councilor Pollard, to wit:

**WHEREAS**, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law titled Local Law No. A-2014, “A Local Law Amending the Town of Marcellus Zoning Law of 2009 to Amend Square Footage Requirements of Permitted Accessory Buildings in Residential Zones Within the Town of Marcellus,” was presented and introduced at a regular meeting of the Town Board of the Town of Marcellus held on June 9, 2014; and

**WHEREAS**, a public hearing was held on such proposed local law on July 14, 2014, by the Town Board of the Town of Marcellus and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Marcellus in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

**WHEREAS**, the enactment of proposed Local Law No. A-2014 has previously been determined to be an Unlisted Action pursuant to the SEQRA review process; and

**WHEREAS**, after consideration and review, the proposed action to adopt the Local Law was deemed not to have any adverse environmental impact and the Town Board adopted a Negative Declaration in conjunction with the SEQRA process; and

**WHEREAS**, it is in the public interest to enact said proposed Local Law No. A-2014.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Town Board of the Town of Marcellus, Onondaga County, New York, does hereby enact proposed Local Law No. A-2014 as Local Law No. 1-2014 as follows:

**TOWN OF MARCELLUS  
LOCAL LAW NO. 1 FOR THE YEAR 2014**

**A LOCAL LAW AMENDING THE TOWN OF MARCELLUS ZONING LAW OF  
2009 TO AMEND SQUARE FOOTAGE REQUIREMENTS OF PERMITTED  
ACCESSORY BUILDINGS IN RESIDENTIAL ZONES WITHIN THE TOWN OF  
MARCELLUS**

Be it enacted by the Town Board of the Town of Marcellus as follows:

**SECTION 1.            AUTHORITY.**

This local law is enacted pursuant to the New York State Constitution and New York Municipal Home Rule Law §10.

**SECTION 2.            AMENDMENTS TO SECTION 6a (“LOT AND BUILDING  
LIMITATIONS”), SUBPARAGRAPH (3) OF THE  
PARAGRAPH TITLED “NOTES” OF THE TOWN OF  
MARCELLUS ZONING LAW.**

The Town of Marcellus Zoning Law is hereby amended by deleting Section 6a, Paragraph “Notes”, Subparagraph (3) in its entirety and replacing it with a new Subparagraph (3) as follows:

“(3) Permitted accessory buildings in R-2 and R-4 zones may not be more than 120 square feet in area limited to one story and must be at least 3 feet from the side and rear lot lines and meet front setback requirements.

**SECTION 3.            AMENDMENTS TO SECTION 6a (“LOT AND BUILDING  
LIMITATIONS”), SUBPARAGRAPH (4) OF THE  
PARAGRAPH TITLED “NOTES” OF THE TOWN OF  
MARCELLUS ZONING LAW.**

The Town of Marcellus Zoning Law is hereby amended by deleting Section 6a, Paragraph “Notes”, Subparagraph (4) in its entirety and replacing it with a new Subparagraph (4) as follows:

“(4) Permitted accessory buildings in R-1 and R-3 zones may not be more than 160 square feet in area limited to one story and must be at least 3 feet from the side and rear lot lines and meet front setback requirements.”

**SECTION 4.            AMENDMENTS TO SECTION 11 (“A-1 AGRICULTURAL  
ZONE”), SUBPARAGRAPH (A) (“PERMITTED**

**PRINCIPAL USES”), SUBSECTION (1) OF THE TOWN OF  
MARCELLUS ZONING LAW.**

The Town of Marcellus Zoning Law is hereby amended by deleting Section 11, Subparagraph (A), Subsection (1) in its entirety and replacing it with a new Subsection (1) as follows:

“1. All principal uses permitted in R-1 zone, subject to the same requirements as specified. A special permit for accessory buildings over 160 sq.ft. in area is not required.”

**SECTION 5. SEVERABILITY.**

If any clause, sentence, paragraph, subdivision or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**SECTION 6. EFFECTIVE DATE.**

This Local Law shall be effective upon filing with the office of the Secretary of State.

The question of the adoption of the foregoing resolution was duly put to a vote  
the vote was as follows:

<b>Mary Jo Paul</b>	<b>Town Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>John Scanlon</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Karen Pollard</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Kevin O’Hara</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Laurie Stevens</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

**Dated: July 14, 2014**

**Enact Local Law 2-2014: A LOCAL LAW AMENDING THE TOWN OF  
MARCELLUS ZONING LAW OF 2009 WITH RESPECT TO  
TELECOMMUNICATION FACILITIES:**

**TOWN OF MARCELLUS  
TOWN BOARD RESOLUTION**

**July 14, 2014**

The following resolution was offered by Councilor O'Hara, who moved its adoption, seconded by Councilor Scanlon, to wit:

**WHEREAS**, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law titled Local Law No. B-2014, "A Local Law Amending the Town of Marcellus Zoning Law of 2009 With Respect to Telecommunication Facilities," was presented and introduced at a regular meeting of the Town Board of the Town of Marcellus held on June 9, 2014; and

**WHEREAS**, a public hearing was held on such proposed local law on July 14, 2014, by the Town Board of the Town of Marcellus and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Marcellus in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

**WHEREAS**, the enactment of proposed Local Law No. B-2014 has previously been determined to be an Unlisted Action pursuant to the SEQRA review process; and

**WHEREAS**, after consideration and review, the proposed action to adopt the Local Law was deemed not to have any adverse environmental impact and the Town Board adopted a Negative Declaration in conjunction with the SEQRA process; and

**WHEREAS**, it is in the public interest to enact said proposed Local Law No. B-2014.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Town Board of the Town of Marcellus, Onondaga County, New York, does hereby enact proposed Local Law No. B-2014 as Local Law No. 2-2014 as follows:

**TOWN OF MARCELLUS  
LOCAL LAW NO. 2 FOR THE YEAR 2014**

**A LOCAL LAW AMENDING THE TOWN OF MARCELLUS ZONING LAW OF  
2009 WITH RESPECT TO TELECOMMUNICATION FACILITIES**

Be it enacted by the Town Board of the Town of Marcellus as follows:

**SECTION 1.            AUTHORITY;**

This Local Law is enacted pursuant to the New York State Constitution and New York Municipal Home Rule Law §10.

**SECTION 2.            PURPOSE AND INTENT.**

The Middle Class Relief and Job Creation Act of 2012 (hereafter referred to as the “Tax Relief Act”), was adopted by the United States Congress in 2012. Said act, among other things, mandates that local governments may not deny and must approve certain requests related to “eligible” telecommunication facilities. This Local Law amends the Town of Marcellus Zoning Law of 2009 to assure that the Town remains in compliance with Federal law and regulations when the Town seeks to regulate development and siting of telecommunication facilities within its jurisdictional limits.

**SECTION 3.            AMENDMENT TO SECTION 24, “SUPPLEMENTARY  
REGULATIONS”, SUBPARAGRAPH (E),  
“TELECOMMUNICATION TOWERS AND COMMERCIAL  
DISHES”, OF THE TOWN OF MARCELLUS ZONING LAW**

The Town of Marcellus Zoning Law is hereby amended to add a new Paragraph (19) to Section 24, Subparagraph (E) as follows:

“19. The Middle Class Tax Relief and Job Creation Act of 2012 (hereinafter referred to as the “Tax Relief Act”) in effect mandates that notwithstanding Section 704 of the Telecommunications Act of 1996 or any provision of law, a State or local government may not deny, and shall approve, any request relating to an eligible facility for a modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such tower or base station. A request relating to an eligible facility, in accordance with the Tax Relief Act, means any request for modification of an existing wireless tower or base station that involves:

1. collocation of new transmission equipment;
2. removal of transmission equipment; or
3. replacement of transmission equipment.”

**SECTION 4.            AMENDMENT TO SECTION 24, “SUPPLEMENTARY  
REGULATIONS”, SUBPARAGRAPH (E),  
“TELECOMMUNICATION TOWERS AND COMMERCIAL  
DISHES”, OF THE TOWN OF MARCELLUS ZONING  
LAW**



The Town of Marcellus Zoning Law is hereby amended to add a new Paragraph (20) to Section 24, Subparagraph (E) as follows:

“20. A request relating to an eligible facility for a modification of an existing wireless telecommunications tower or base station that does not substantially change the physical dimensions of such tower or base station, or does not substantially change the physical integrity or safety of such tower, shall only be the subject of an administrative review by the Town’s Code Enforcement Officer, notwithstanding the requirements of Paragraphs 2 and 3 of this Subparagraph (E). Such administrative review shall not require a public hearing, but the applicant shall be subject to all other provisions and application fees of this Subparagraph (E), except where otherwise indicated. All of the previous and following sections of this Subparagraph (E) shall remain in full force and effect when the request is being handled by such administrative review. Nothing in this law is intended to alleviate the applicant from applicable site plan requirements or other requirements set forth in the planning and zoning laws of the Town of Marcellus.”

**SECTION 5.**                    **AMENDMENT TO SECTION 24, “SUPPLEMENTARY REGULATIONS”, SUBPARAGRAPH (E), “TELECOMMUNICATION TOWERS AND COMMERCIAL DISHES”, OF THE TOWN OF MARCELLUS ZONING LAW**

The Town of Marcellus Zoning Law is hereby amended to add a new Paragraph (21) to Section 24, Subparagraph (E) as follows:

“21. An applicant for site plan approval, special permit or for administrative review of an eligible facility pertaining to a telecommunications tower or facility shall submit a nonrefundable fee, as established from time to time by resolution of the Town Board, to reimburse the Town for the costs of reviewing such application.”

**SECTION 6.**                    **AMENDMENT TO SECTION 24, “SUPPLEMENTARY REGULATIONS”, SUBPARAGRAPH (E), “TELECOMMUNICATION TOWERS AND COMMERCIAL DISHES”, OF THE TOWN OF MARCELLUS ZONING**

The Town of Marcellus Zoning Law is hereby amended to add a new Paragraph (22) to Section 24, Subparagraph (E) as follows:

“22. Applicants agree, to the extent permitted by the law, to at all times defend, indemnify, protect, save, hold harmless, and exempt the Town, officials of the Town, its officers, agents, servants, and employees, from any and all penalties, damage, or charges

arising out of any and all claims, suits, demands, causes of action, or award of damages, whether compensatory or punitive, or expenses arising therefrom, either at law or in equity, which might arise out of, or are caused by the construction, erection, modification, location, products performance, operation, maintenance, repair, installation, replacement, removal, or restoration of a telecommunications tower or facility within the Town. With respect to the penalties, damages or charges referenced herein, reasonable attorneys' fees, consultants' fees and expert witness fees are included in those costs that are recoverable by the Town."

**SECTION 7.**            **SEVERABILITY.**

If any clause, sentence, paragraph, subdivision or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**SECTION 8.**            **EFFECTIVE DATE.**

This Local Law shall be effective upon filing with the office of the Secretary of State.

The question of the adoption of the foregoing resolution was duly put to a vote, the vote was as follows:

<b>Mary Jo Paul</b>	<b>Town Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>John Scanlon</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Karen Pollard</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Kevin O'Hara</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Laurie Stevens</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

**Dated: July 14, 2014**

**Approve Attendance at Conference for Mary Jo Paul:** A motion was made by Councilor Scanlon and seconded by Councilor Pollard for Supervisor Paul to attend a conference on July 30, 2014 for a total cost of \$215.00. The \$215.00 does not include the mileage to and from Watkins Glen, NY.

Ayes – Scanlon, Stevens, Paul, O'Hara and Pollard

Carried

**Recreation – Tennis Lessons:** A motion was made by Councilor O’Hara and seconded by Councilor Stevens to approve the tennis lessons sponsored by the Recreation Department.

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard

Carried

July 14 – 17, 2014

Grades 1 – 4 9:00 am – 10:00 am

Grades 5 – 8 10:00 am – 11:00 am

August 11 – 14, 2014

Grades 1 – 4 9:00 am – 10:00 am

Grades 5 – 8 10:00 am – 11:00 am

Fee: \$40.00/student – based on enrollment

**Fire Department Review:** The Fire Department provided the Town with a good summary of the Departments activities through June 30, 2014. John Rossiter, Marcellus Fire Department, stated that enrollment is slow. Supervisor Paul Expressed thanks to Mr. Rossiter and the Fire Department for the report.

**Highway – Approval of trucks/equipment for Auction:** A motion was made by Councilor Pollard seconded by Councilor O’Hara to approve auctioning off the Trucks/equipment mentioned by Highway Superintendent Don MacLachlan. This will be done by Auctions International.

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard

Carried

**Insurance Renewal:** Supervisor Paul made a motion seconded by Councilor O’Hara To increase the Town’s Insurance to include a \$4 million umbrella. With this increase, The total amount for all the insurance that is paid yearly is \$47,088.00

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard

Carried

**Summary of HR Audit:** Supervisor Paul stated that the HR Audit is on the Town Clerk’s desk for anyone to review. Councilor Scanlon made a motion seconded by Councilor Pollard to move forward with the recommendations from the HR Audit.

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard

Carried

**Time Warner /Windstream (added item):** Supervisor Paul stated that we are not under any contract with Time Warner at this time. She stated that Peter Knowles, Advanced Network Designs, Inc., thinks that the Town should switch over to Windstream which will save the Town approximately \$150 monthly. Councilor O’Hara made a motion seconded by Councilor Scanlon to switch over to Windstream. Peter Knowles will handle the switchover.

Ayes – Scanlon, Stevens, Paul, O’Hara and Pollard.

Carried

### **Supervisors Updates:**

**FIRE DEPT:** A big “congratulations” & “thank you” to the Marcellus Fire Dept. for receiving \$49,353 through FEMA’s Assistance to Firefighters Grant program. The grant will be used to replace its 24 yr. old air compressor used to fill self-contained breathing apparatus. This will save town taxpayers money since they will not have to pay for new equipment.

**SPECIAL MEETING:** I'm happy to be able to report, the Town Board was able to complete the first draft of the Employee Handbook at our Special Meeting July 9<sup>th</sup>. The next step is to have counsel review & then to give copies to Dept. Heads so they can share with the town employees.

**CITIZEN ADVISORY COMMITTEE:** Reported their conclusions and recommendations to the Town Board. The next step will be to establish a committee made up of a couple Town Board members & a few of the Advisory Committee members to move forward with the project. That group will be to put together costs for the project to be presented at upcoming budget meetings. To address the committee's recommendation that a marketing expert be utilized to help with the presentation to the public, I have contacted the person in charge of the MBA program for SUNY Oswego who will check with a Professor of Marketing, who takes on projects for his students to get real life experience. She will let me know if he has an opening for his fall semester. This would be at no cost to the town.

**Items from the Board:** Councilor Pollard mentioned that there are 5 applicants for the constable position.

There was discussion regarding the paper mill.

Councilor O'Hara thanked the Park Department and the Highway Department for all their Work in the "Teal there's a Cure" race held on July 4, 2014.

Councilor Scanlon thanked Phil Coccia, Recreation Director, for the scholarship money to be able to send some children to the recreation program.

**Items from the Floor:** A resident asked if Department Heads submit reports to the Town Board. The Supervisor stated that they will look into this.

A motion to adjourn the meeting was made by Councilor Pollard and seconded by Councilor Stevens to adjourn the Town Board Meeting at 8:00 pm.

Ayes – Scanlon, Stevens, Paul, O'Hara and Pollard

Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk