

**TOWN OF MARCELLUS  
TOWN BOARD/WORKSHOP MEETING MINUTES**

July 24, 2014

A regular/workshop meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Thursday, July 24, 2014 at 5:00 pm 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  
Laurie Stevens, Councilor

Also present: Phil Coccia, Recreation Director; Don MacLachlan, Highway Superintendent; approximately 10 Town Residents and Sandy Taylor, Town Clerk. Jim Gascon, Town Attorney, arrived at 6:25 pm.

Supervisor Paul opened the meeting at 5 P.M. with the Pledge of Allegiance to the Flag.

A motion was made by Supervisor Paul seconded by Councilor Scanlon to add to Agenda Number 10 – TDK/DEC Spill and Number 11 – Highway Release Form.

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

**Andrew Marsh – Eagle Project – Park/Shuffle Board:** Andrew Marsh spoke about putting a Shuffle Board in at the Park for his Eagle Project. Mr. Coccia, Recreation Director, and Garth Snyder, Park Leader, are in favor of this project. Supervisor Paul suggested that he also talk with Friends of the Park to ask their financial support on this project. Councilor Pollard made a motion seconded by Councilor Stevens to support Andrew Marsh to move forward with the Shuffle Board Project.

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

**MAVES:** Supervisor Paul thanked Steve Knapp, Marcellus Fire Department, for providing a profit/loss report for MAVES through June 30, 2014 and a MAVES call report through June 30, 2014. Councilor Scanlon also thanked Mr. Knapp for coming in and explaining the reports.

**Fireworks:** There was discussion regarding Fireworks, such as how many times a year they can be displayed from the same venue, the loudness, and the types of Fireworks that are used. Jim Gascon, Town Attorney, supplied the permitting process for fireworks displays governed by NYS law. Councilor Pollard suggested that we take a look at other town permits and compare to our permit.

**Papermill:** John Houser, Codes Officer, stated that he has been in contact with Trout Unlimited and the DEC regarding the retaining wall at the papermill that is falling into Nine Mile Creek. At this time, the papermill is privately owned. Supervisor Paul complimented and thanked John Houser for going above and beyond regarding the papermill situation- for looking for funding to help the Town pay for the necessary repairs.

**Department Head Updates:** A resident suggested that the board receive a monthly update from each of the Department Heads. Supervisor Paul will contact the Department Heads and ask them for an update each month to be read at the Workshop Meetings starting August 28, 2014.

**Constable Duties/Powers:** There was discussion as to what duties/powers a Town Constable will have. Five applicants have applied for the position. Councilor Pollard is going to check with other towns regarding what duties/powers their constables are given as well as compensation.

**Payroll:** Supervisor Paul checked with payroll companies and civil service to be sure that monthly paid salaried Town employees can be paid bi-monthly. Tracie Barnes has been training Heidi Randall on payroll so that two people know how to process it. After pricing out companies to take over payroll, Councilor O'Hara suggested that Heidi Randall be paid \$15.00/hour to process the payroll. Tracie Barnes would still take care of the bank transfers and send in the tax information.

**Change Park & Highway Garage to Windstream:** Supervisor Paul noted that at this time The Town is paying Time Warner \$90/month for a Park phone/IT line and \$150/month for the Highway IT and two phone lines. Windstream would charge \$55/month for the Park and \$70/month for the Highway. The Town would save \$115/month by switching over to Windstream.

**TDK Spill:** (added item): A Groundwater Investigation Work Plan for the Town of Marcellus Highway Garage was received from TDK, Engineering Associates, PC., The projected fees (\$25,900 - \$44,100) are probable costs associated with conducting a groundwater investigation at the Highway Garage. Supervisor Paul will contact Joe Durand and invite him to the Aug. 11, 2014, meeting to explain this in more detail before it is voted on.

**Release from Highway:** (added item): A form was given to Board members that the County uses for leaving fill/woodchips at resident's homes. Jim Gascon, Town Attorney, stated that anything with value that the Town owns, the Town cannot give away. Supervisor Paul stated that we will not use that form nor deliver or leave anything of value.

**Budget:** Supervisor Paul went through the budget. To date we are going to be \$109,000 in debt by the end of the year. This is due to the Attorney's fees, IT fees and the HR ONE training, audits and salary study, and the TDK Groundwater Investigation; mostly due to either the previous Highway Department issues or the DEC Spill.

**Supervisors Update:** Supervisor Paul made the following upcoming announcements:  
July 30 – 7:00 pm Marcellus Community Band at the High School.  
July 31 – 7:00 pm Letizia and the Z Band at Marcellus Park  
August 7 – 7:00 pm - Thunder Canyon – last concert at the Park.

The following compliment was received from a Town resident regarding the Highway Department:

We received a call from Ian Gallagher at 3425 Browsing Lane.  
Ian wanted to be sure that the town was aware of what a great job Don and the Highway crew did Helping him with a Water flow problem he had.  
Don made a recommendation that Ian was happy with.  
The Highway did a nice job on the water flow trenches and seeding the area.

A great big Thank You for a great job to Don and his team.

We are moving forward with the Sewer Consolidation. We will be discussing specifics at our August 28<sup>th</sup> meeting.

We are in the process of setting up 2 hours of HR training for the Department Heads.

A motion was made by Councilor Stevens and seconded by Councilor Scanlon to Adjourn the meeting at 7:30 pm.

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

Carried

Respectfully Submitted,

Sandy Taylor,  
Town Clerk