

TOWN OF MARCELLUS
TOWN BOARD WORKSHOP MEETING MINUTES
 August 27, 2015

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Thursday, August 27, 2015 at 7:00 pm in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Mary Jo Paul, Supervisor
 Karen Pollard, Councilor
 Chris Hunt, Councilor
 John Scanlon, Councilor

Absent – Kevin O’Hara, Councilor

Also present: Jim Gascon, Town Attorney; Phil Coccia, Recreation Director; Don MacLachlan, Highway Superintendent; Stephan Knapp, MAVES; Brian Haney, Marcellus Fire Department; Chuck Paul, Tom Lathrop, Mike Ossit, Bill Southern, Christopher Mallone, Skaneateles Journal; Keith Ramsden, Lisa MacLachlan, Mike Ossit, Jack Cross, Fire Department; and Sandy Taylor, Town Clerk.

Supervisor Paul opened the meeting at 7:00 pm with the Pledge to the Flag.

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #8 as of August 25, 2015, claim numbers 142764-142776, 142782, 142789-142840, 142842, 142850-142855.

	<u>Expenses</u>
General Fund	\$ 36,519.77
General Fund – Part Town	3,810.87
Highway – Town Wide	9,492.80
Highway – Part Town	55,138.73
Water District	6,000.00
Trust & Agency	<u>2,529.00</u>
 Total:	 \$113,491.17

Bills paid between meetings: The following bills were paid August 17, 2015.

Voucher Number	Company	Amount
142777	Constellation New Energy, Inc.	\$291.34
142778	NYSEG	884.75
142779	NYSAMCC, INC	<u>40.00</u>
 Total		 \$1,216.09

Councilor Scanlon made a motion seconded by Supervisor Paul to approve and pay the bills.
 Ayes – Pollard, Hunt, Scanlon and Paul Carried

FIRE DEPARTMENT: Jack Cross and Brian Haney, from the Marcellus Fire Department, presented to the Board three bids on the replacement of all overhead doors. Prevailing wage applies.

Genson Overhead Door, Inc.	\$34,080.00
Interstate Door Co., Inc.	\$39,550.00
Raynor Overhead Door Sales, Inc	\$45,320.00

Supervisor Paul did point out that there is over \$43,000.00 in the Fire Departments Building Reserve account.

Councilor Scanlon made a motion to accept the Genson Overhead Door, Inc. proposal at a cost of \$34,080.00. Councilor Pollard seconded the motion.

Ayes – Pollard, Hunt, Scanlon and Paul Carried

MAVES: Stephan Knapp, and a couple of MAVES members came and did a demonstration on a Physiology Control Lucas CPR Chest Compression Device. Residents and Board members were also shown pictures of a Stryker Bariatric Stretcher and Stryker Load Lift purchased. They also have a new ambulance they are leasing at approximately \$2,000 per month.

APPROVE HVAC FOR WELCOME CENTER: The Friends of the Park have received three proposals for fixing the heating system and adding air conditioning to the Welcome Center. The Friends of the Park will be paying for the work to be done. Prevailing wage applies.

The three bids are:

Curt's Heating & Air Conditioning	\$4,120.00
Kevin VanBeveren	\$4,780.00
Modern Air Mechanical, LLC	\$7,980.00

Councilor Pollard made a motion to accept the Curt's Heating & Air Conditioning proposal at a cost of \$4,120.00. Councilor Scanlon seconded this motion.

Ayes – Pollard, Hunt, Scanlon and Paul Carried

PARK GRANT RESOLUTION:

**TOWN BOARD RESOLUTION
TOWN OF MACELLUS**

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 24 East Main Street, in said Town, County of Onondaga and State of New York on Thursday, August 27, 2015 at 7:00 P.M., there were:

PRESENT:	Mary Jo Paul	Supervisor
	Karen Pollard	Councilor
	John Scanlon	Councilor
	Chris Hunt	Councilor

WHEREAS, the Town Board of the Town of Marcellus applied for and was awarded a County of Onondaga Community Development Grant for the purpose of renovating the Stone Mill/Creek Hollow restrooms at Marcellus Park to accommodate elderly and handicapped park patrons and further to convert the pathways between the park pavilions and restrooms to make them more handicap accessible and to generally improve movement throughout the park; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the above described project in the Town of Marcellus, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed project, with the result that the Town Board shall act as lead agency in this matter; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Marcellus hereby declares that the above described project constitutes a Type II action for purposes of State Environmental Quality Review pursuant to 6 N.Y.C.R.R. 617.5(c)(1)(maintenance or repair involving no substantial changes in an existing structure or facility); (2) (replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes); and (7) (construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities) and, as a result, no environmental impact is anticipated thus ending the environmental review process.

Said resolution was offered by Councilor Pollard and seconded by Councilor Hunt.

Mary Jo Paul	Town Supervisor	Voted	Yes
John Scanlon	Councilor	Voted	Yes
Karen Pollard	Councilor	Voted	Yes
Chris Hunt	Councilor	Voted	Yes

Date: August 27, 2015

HIGHWAY EQUIPMENT: Don MacLachlan, Highway Superintendent, asking permission to purchase the following:

S650 T4 Bobcat Skid – Steer Loader	\$10,297.10
2011 CAT 305 Excavator	31,212.40
40” Flail Mower	6,637.28
Trailer	<u>8,604.00</u>
TOTAL	\$56,750.78

The Bobcat Skid-Steer Loader, Excavator and Mower are all on County Bid. The Trailer is not on County Bid. The balance in the account (DA5230.2) is \$66,826.00. Supervisor Paul made a motion seconded by Councilor Pollard to approve the purchases of the Skid-Steer Loader, Excavator, Mower and Trailer at a cost of \$56,750.78 with the current equipment being traded in or sold on Auctions International. There is a small mower that may be given to the Park, if they want it.

Ayes- Pollard, Hunt and Paul

Nay – Scanlon

Carried

Councilor Scanlon wanted to explain his nay vote because he believes there is not a proper plan for the highway equipment, there is not a good turnaround of the equipment and the equipment isn’t monitored the way it should be. Councilor Scanlon also made mention to Don MacLachlan, Highway Superintendent, that he feels more money could come in if this was done in the spring.

\$50,000 GRANT CONTRACT WITH STATE: Councilor Pollard made a motion seconded by Councilor Hunt to approve the Contract with NYSDOT (New York State Department of Transportation) for \$50,000 for the replacement of the Brewer Road Bridge. This contract is to be signed by Don MacLachlan, Superintendent of Highways.

Ayes – Pollard, Hunt, Scanlon and Paul

Carried

STORM WATER UPDATE: John Houser, Codes Officer, stated that he is working with Boy Scout Troop 532 on a stenciling program. The Troop will be going to sewer drains in the Knolls and stenciling a picture of a fish near them. This will alert residents about what goes into the drains and remind them that there are living creatures in the waters. A letter did go out explaining this program.

SOLAR PERMIT FEES: John Houser, Codes Officer, stated that the Town uses a NYS permit for Solar Panels. This is a statewide permit. After doing some research, he found that most towns charge more than Marcellus (\$45.00). He is asking the Board to increase the price to \$75.00. This will be put on the September 14, 2015 agenda.

SAFETY COMMITTEE UPDATE: Councilor Chris Hunt, Board Liaison to the Safety Committee, stated that the Fire extinguishers at the Highway Department and Park have been raised up to meet the fire code requirements.

A town employee stated that people are driving at a high rate of speed through our parking lot to get to the Doctor's office and Dentist office in the back. The Highway Department will put speed bumps down and put up some signage to see if that helps.

There was discussion of the Maple Road Brush Dump.

Discussion Agenda

Items from the Board

Supervisor Paul stated that she is talking to different companies about the phone system. The system we have is very old and outdated. She will keep the board informed.

Supervisor Paul stated that everyone needs to be on the same page regarding Prevailing Wage. Susan Dennis, the Town's contact person regarding obtaining prevailing wage, compiled a one page detailed procedure to follow when obtaining RFP's , quotes and bids, which has been distributed to all department heads.

This year, 2015, we paid \$116,000 to PERMA for workers comp. She will be contacting Comp Alliance and Reagan's to see if either one can come up with a lower rate.

The Special Meeting that went into Executive Session that was held on August 26, 2015 at 5:00 was to go over some personnel issues. The Special Meeting opened back up and the following resolution was made by Supervisor Paul and seconded by Councilor Hunt. Resolution to clarify the procedure on how to file a harassment complaint. HR ONE will formulate, at no charge to the Town, a concise, simple protocol for the filing and investigating of a viable HARASSMENT COMPLAINT. In addition, HR ONE will provide the training for the Highway Department.

Councilor Hunt asked why the Park employees don't keep up the baseball fields in the Summer. The Optimists said they would. This may be revisited next spring.

Councilor Scanlon stated that he would like some justification as to the approximately 900 manual entries made at the Highway Department's Time Clock between May and December of 2014.

Items from the Floor

Phil Coccia, Recreation Director, gave some good news about the Park. There is now a Butterfly Garden, new railing on some stonework and a fence was put up at the Park Street entrance.

Councilor Hunt made a motion seconded by Councilor Pollard to adjourn the Marcellus Town Board meeting at 9:30 P.M.

Ayes – Pollard, Hunt, Scanlon and Paul

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk