

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

April 18, 2018

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, April 18, 2018, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor  
 Tammy Sayre, Councilor  
 John Cusick, Councilor  
 Laurie Stevens, Councilor

Chris Hunt, Councilor - Absent

Also present: Jim Gascon, Town Attorney; Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; Bill Southern, Karen Cotter, Brad Wirth, Keith Ramsden, Park Crew Leader; Scott Darminio, Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Supervisor Pollard opened the meeting at 5:30 pm with the Pledge of Allegiance to the Flag.

**Approve Monthly Activity:** The Abstract of Audited Vouchers were given to the Board Members as submitted by the Town Clerk. Abstract #4 as of April 16, 2018, Claim #'s 147030-147036, 147038-147080.

	<u>Expenses</u>
General Fund	\$ 9,523.82
Part Town General	433.07
Town Wide Highway	12,878.72
Part Town Highway	9,594.67
Ambulance Fund	73,360.75
Trust & Agency	1,405.74
Total	\$107,196.77

Bill to be paid on April 19, 2018

<u>Voucher</u>	<u>Vendor</u>	<u>Amount</u>
147081	Excellus Blue Cross/Blue Shield	\$19,407.03

Councilor Stevens made a motion seconded by Councilor Sayre to accept the Abstract of Audited Voucher as of April 16, 2018.

Ayes – Pollard, Stevens, Sayre and Cusick Carried

**BUSINESS SESSION:**

**Recreation Agreements:** Councilor Stevens made a motion seconded by Councilor Cusick to authorize Supervisor Pollard to sign the following Recreation Agreements:

Day Trips: Cortland Country Music – December 6, 2018

Cost: \$45 per person

Saratoga Springs – August 15, 2018

Cost: \$45 per person

Overnight Trip: Brandywine Valley – September 18 – 20, 2018

Cost: Double Occupancy - \$497/per person

Triple Occupancy - \$427/ per person

Single Occupancy - \$640

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

**Glider Oil Project – Hydrant:** Councilor Sayre made a motion seconded by Councilor Cusick to extend a water line through the Fire Department subject to the Planning/Zoning Board approval for a Fire Hydrant. The plan would also have to be reviewed by the Town Attorney. This plan is between the Fire Department and Glider Oil, but the Hydrant Line needs to go across Town Property. The Engineering Firm and OCWA (Onondaga County Water Authority) need something in writing giving permission for this to happen. All Attorney Fees and other expenses would be paid for by Glider Oil.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

**Loan Closet – Request (Added Item):** Maureen Curtin, President of the Marcellus Health /Loan Closet, asked if they can use the Town’s address to receive mail. Right now they pay \$80 per year for a Post Office Box and receive approximately 1 to 2 pieces of correspondence weekly, most in the form of junk mail. The Board didn’t need a motion but all agreed that it would be fine for the mail to come here. The Town Clerk will contact Maureen tomorrow and let her know that the mail can start coming to the Town Hall.

**E-Waste Prices:** Just last week the Highway Department received an e-mail from the company that is removing the electronics’ waste at the Spring Trash Days. Some of their prices are going up. Since it is so close to the time of Trash Days, the Town will keep the prices the same as last year. We will review the cost of the truck being here and the amount we charge for next year.

**Adjourn Business Session:** Councilor Cusick made a motion seconded by Councilor Stevens to adjourn the Business Session and open up the Workshop Session of the meeting at 5:50 pm.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

### **WORKSHOP SESSION:**

**Skaneateles Ski Hill Request:** Brad Wirth, from the Skaneateles Ski Hill, came and talked to the Town Board about the possibility of the Town taking over the Ski Hill on Otisco Valley Road. A discussion ensued regarding transferring the deed over to the Town, the cost of running a ski hill, insurance costs and what else would have to happen.

The Board would like Brad Wirth to come back with some solid figures to determine if this is something that the Town should consider. The Town Attorney suggests that if the Town considers this, we hold a Public Meeting to let the residents know and put their thoughts into it. This will be discussed at a later meeting date.

**Permit Fees:** John Houser, Codes Officer, gave everyone a list of the cost for permit fees. The fees haven't changed in years. The Board would like him to come up with proposed prices and this will be put on the June Workshop Agenda.

**Storm Water Report:** John Houser, Codes Officer, gave a report to the Board regarding Storm Water. He explained that each municipality has to have a report explaining where the Storm Water goes. There is a binder in his office for the Town. If another Storm Water representative came in, they would be able to see how everything is done here. There are six (6) parts to this plan – the Codes Officer is responsible for parts 1 – 5, and the Highway Superintendent is responsible for part 6. The Town pays \$3,600 a year, which goes for training and education of Storm Water.

**Fire Inspection Report:** John Houser explained that he has received requests to do home inspections for people who want to be Foster Parents. He has no problem doing them, but didn't know if there should be a charge. After some discussion, it was decided that he shouldn't charge a fee because the people are becoming Foster Parents. He stated that he only does one to two inspections per year.

**Guard Rail – Paper Mill Site:** John Houser received an email that the State Department of Transportation would be looking at the site where the Paper Mill was in a few weeks regarding the guard rail. John will keep the Board updated as things progress.

**Handbook Section 410 – Separation of Employment:** There has been talk about an exit interview when an employee resigns. The Attorney will draft up something to be put in the handbook for discussion at the May 2, 2018 meeting.

**Property on Slate Hill Road:** Supervisor Pollard brought up the property at 4277 Slate Hill Road that is for sale. The advantage is that it is right next to the Park and across from the Highway Department. The woods behind it belong to the Park. A discussion ensued regarding the pros and cons of this property. The Board will think about it and continue a discussion on it. Supervisor Pollard and Don MacLachlan, Highway Superintendent, will talk to the owner of the property to obtain more information on it.

## **DISCUSSION AGENDA**

### **Items from the Board**

Supervisor Pollard mentioned that the Board has the Fund Balances and Reserve Balances in front of them from Lori Petrocci, the Bookkeeper.

Councilor Cusick asked if we have received the money from the Paper Mill. As of now, we have not received the money.

### **Items from the Floor**

Councilor Cusick made a motion seconded by Councilor Sayre to adjourn the Marcellus Town Board meeting at 7:40 PM.

Ayes- Pollard, Stevens, Sayre and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk