

TOWN OF MARCELLUS
TOWN BOARD WORKSHOP MEETING MINUTES

October 17, 2018

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, October 17, 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

Absent – Chris Hunt, Councilor

Also present: Rich Andino, Attorney in for Town Attorney Jim Gascon; Mike Ossit, Deputy Highway Superintendent; John Houser, Codes Officer; Phil Coccia, Recreation Director; Bill Southern, Peter Knowles, IT Person; Bernie Montgomery, Chuck Paul, Jim Rossiter, Keith Ramsden, Park Crew Leader, 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.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #10 as of October 15, 2018, Claim #'s 147817-147871.

Expenses:

General Fund	\$ 26,817.42
Part Town General	3,410.52
Town Wide Highway	22,958.26
Part Town Highway	16,959.09
Fire District	21,700.00
Ambulance Fund	73,360.75
Trust & Agency	<u>945.16</u>
Total	\$166,151.20

Councilor Stevens made a motion seconded by Councilor Sayre to approve the Abstract of Audited Vouchers as of October 15, 2018.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

BUSINESS SESSION:

Set Public Hearing for 2019 Budget (added item): Supervisor Pollard made a motion seconded by Councilor Stevens to set November 7, 2018 at 7:00 pm as the date for the Public Hearing for the 2019 Budget. This is the same date as the Regular Town Board Meeting.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

Sexual Harassment Policy: The Town received a Non-Discrimination and Harassment (including Sexual Harassment) Policy from Public Sector. This new policy was created to meet and exceed the New York State new requirements. The Policy was reviewed by Jim Gascon, Town Attorney, and it is acceptable to him. Councilor Cusick made a motion seconded by Councilor Sayre that the Town adopt this new policy for our handbook at a cost of \$300.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Don MacLachlan – Budget Adjustment: Mike Ossit, Deputy Highway Superintendent, here in place of Don MacLachlan, requested that \$46,000 be transferred from the DA Fund Balance Account to DA.5142.4 (Snow Removal). This will be reimbursed as more money is received from the County for Snow Removal. Councilor Stevens made a motion seconded by Councilor Cusick to approve the transfer of \$46,000 from the DA Fund Balance Account to the DA.5142.4 Account.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Auctions International (added item): Mike Ossit, Deputy Highway Superintendent, asked the Board if the Highway Department could have permission to put the following on Auctions International: six (6) front garage doors, four (4) hanging heaters and one (1) furnace. These are all items that were in the Highway Garage. Supervisor Pollard made a motion seconded by Councilor Stevens to allow the Highway Department to put the garage doors, hanging heaters and furnace on Auctions International.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Set Date for Year – End Meeting: Councilor Stevens made a motion seconded by Councilor Cusick to set the year-end meeting for Wednesday, December 26, 2018 and also change the Workshop Meeting to that same date. The time will be 5:30 pm at the Town Hall. The Workshop Meeting scheduled for December 19, 2018 will therefore be canceled.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Set Date for Organizational Meeting: Councilor Sayre made a motion seconded by Councilor Cusick to set the Organizational Meeting and the Regular Town Board Meeting for Wednesday, January 2, 2019 at 7:00 pm. The Meetings will be held at the Town Hall.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Phil Coccia – Budget Transfer (added item): Phil Coccia, Recreation Director, proposed the transfer of \$2,500 from A.2025 Pavilion Rental Revenue to the Flex/Health Insurance spending line to offset future premium increases for the 2019/2020 budget. Councilor Stevens made a motion seconded by Councilor Sayre to approve the transfer of \$2,500 from A.2025 Pavilion Rental Revenue into the Flex/Health Insurance Account for 2019/2020 Budget.
Ayes – Pollard, Stevens, Sayre and Cusick Carried

Insurance Increase (added item): Supervisor Pollard suggested that with the money that Phil Coccia is adding to the Flex/Health Insurance Account the Town help with the insurance increase for the Town Employees. Councilor Cusick stated that he is not in favor of it at all. Councilor Stevens would like to talk to Lori Petrocci, Bookkeeper, about how this would be done. This would be an increase for the Town to help out for this year. Next year the Board would have to decide what to do. At this time, this issued will be tabled.

Chuck Paul (representing the Optimist Club- additional item): Mr. Paul addressed the board about naming the ball field after a Marcellus Resident. After some discussion, it was agreed that a plaque or a big rock with a plaque could go by the ball field to honor this resident.

ADJOURN BUSINESS SESSION: Councilor Stevens made a motion seconded by Councilor Cusick to adjourn the Business Session of the Meeting at 6:15 pm.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

WORKSHOP SESSION:

Pete Knowles – Computer Tech: Mr. Knowles stated that by early 2020 every computer is going to need Windows 10 and the Town's server should be replaced. In his opinion, computers should be replaced about every six (6) years. The Codes Office has two computers that are very slow. Mr. Knowles will work with the Codes Officer and their Software Company to see if they can get the programs working a little faster.

DISCUSSION AGENDA

Items from the Board

Supervisor Pollard handed out an email regarding the intersection of Dublin Road and Lee Mulroy Road. After some discussion on this matter, it was decided that Supervisor Pollard will forward the email to the State Department of Transportation. The Town can't reduce the speed as one is a County Road.

Supervisor Pollard received information from the Association of Towns regarding the annual meeting in February in New York City. She stated that if anyone wanted to go, it would be on their own, as the Town does not pay for it.

Supervisor Pollard stated that she received an e-mail regarding the Street Lighting. This project seems to be moving forward.

Councilor Sayre stated that she has talked to John Curtin, Village Mayor, and this year the Tree Lighting Ceremony will be on Friday, November 30, 2018. The time will still be 6:00 pm. Also, there will be only one tree this year and that will be the tree at the point in front of the Methodist Church.

Items from the Floor: There were no comments from the residents.

Councilor Cusick made a motion seconded by Councilor Sayre to adjourn the Marcellus Town Board meeting at 6:35 P.M.

Ayes – Pollard, Stevens, Sayre and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk