

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

April 17, 2019

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, April 17, 2019, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

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

Also present: Jim Gascon, Town Attorney; Mike Ossit, Deputy Highway Superintendent; Phil Coccia, Recreation Director; Bill Southern, Robert Szatanek, NYS Department of Labor; Michael Bruno, NYS Dept of Labor, Michael Ossit, Keith Ramsden, Park Crew Leader; Karen Cotter, Michael Farrell, Ron Schneider, David Farrell, Bob Farrell, 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 #12 as of April 16, 2019. Claim #'s 148725-148767.

	<u>Expenses</u>
General Fund	\$ 12,304.03
Part Town General	305.64
Town Wide Highway	3,530.84
Part Town Highway	16,350.00
Ambulance Fund	75,937.50
Trust and Agency	<u>24.00</u>
Total	\$108,452.01

Bills paid between meetings: The following bills were paid on April 15, 2019.

<u>Voucher Number</u>	<u>Vendor</u>	<u>Amount</u>
148722	Windstream	\$539.90
148723	Windstream	75.31
148724	Windstream	<u>115.97</u>
Total		\$731.18

Councilor Hunt made a motion seconded by Councilor Sayre to approve the Abstract of Audited Vouchers as of April 16, 2019 and the bills that were paid on April 15, 2019.
Ayes - Pollard, Stevens, Hunt, Sayre and Cusick Carried

BUSINESS SESSION:

Fire Department – New Members: Councilor Cusick made a motion seconded by Councilor Hunt to approve two new members to the Fire Department. They are Thomas Lavoy and Donald Weber.
Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

Sexual Harassment Training: Jim Gascon, Town Attorney, gave some dates available for the Sexual Harassment Training. After some discussion, it was decided that Thursday, May 16 or Tuesday, May 21, 2019 looked good. He will reach out to the Village and Town of Spafford and see if those dates work for them. A final date will be set at a later time. This training is mandatory for all employees.

Authorize a Town Credit Card: Supervisor Pollard stated that the Bank needs something from the Town Board authorizing the Town to get credit cards. There will be three (3) credit cards. One for the Parks and Recreation Department; one for the Highway Department; and one for the Town Hall. Councilor Cusick made the motion seconded by Councilor Stevens to approve the Town to receive three credit cards through Solvay Bank. The person using the credit card would have to have a tax exempt form for the company, as we don't pay taxes.
Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

Park Department – Sign Resolution:

**TOWN BOARD RESOLUTION
TOWN OF MARCELLUS**

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 April 17, 2019, there were:

PRESENT:	Karen Pollard	Town Supervisor
	Chris Hunt	Councilor
	John Cusick	Councilor
	Tammy Sayre	Councilor
	Laurie Stevens	Councilor

WHEREAS, the Town Board and Town Recreation Supervisor have determined that, new signs at the main and lower entrances in the Town of Marcellus Park, have become necessary improvements at the Park; and

WHEREAS, the Town Board and Town Recreation Supervisor have further determined that such improvement will benefit Park visitors and residents of the Town and contribute to the physical betterment of the Town of Marcellus Park; and

WHEREAS, pursuant to Section 6-C of the General Municipal Law, the Town Board of the Town of Marcellus has created, by means of a resolution, a capital reserve fund known as the “Park Capital Reserve Fund” for purposes of funding the purchase of equipment, buildings and improvements for the physical betterment of the Town of Marcellus Park; and

WHEREAS, such fund has been maintained in accordance with Section 10 of the General Municipal Law; and

WHEREAS, the Town Board of the Town of Marcellus has determined that the “Signarama,” a commercial entity situated in Liverpool, New York, may be retained to install the entrance signs in the Town of Marcellus Park for an amount not to exceed Six Thousand Dollars (\$6,000.00), such amount to cover the cost of labor and materials.

NOW THEREFORE, BE IT RESOLVED, the Town of Marcellus Supervisor of Parks and Recreation is hereby authorized to expend an amount not to exceed Six Thousand Dollars (\$6,000.00) from the Park Capital Reserve Fund to retain “Signarama” for the purpose of installing entrance signs in the Town of Marcellus Park; and

BE IT FURTHER RESOLVED, that this resolution is subject to permissive referendum as provided in Article 7 of the Town Law; and

BE IT FURTHER RESOLVED, that pursuant to Section 90 of the Town Law, that within ten (10) days from the date of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of the resolution, shall contain an abstract of said resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject to a permissive referendum, and shall publish such notice in the “Marcellus Observer,” a newspaper published in Onondaga County having general circulation in the Town of Marcellus, and in addition thereto that the Town Clerk shall post or cause to be posted on the sign board of the Town of Marcellus, a copy of such notice within ten (10) days after the date of adoption of this resolution.

Said resolution was offered by Councilor Stevens and seconded by Councilor Sayre.

VOTE:	Karen Pollard	Aye
	Chris Hunt	Aye
	John Cusick	Aye
	Tammy Sayre	Aye
	Laurie Stevens	Aye

Resolution duly adopted.

Dated: April 17, 2019

Town Signs: Councilor Cusick made a motion seconded by Councilor Stevens to approve Signarama to create three “Welcome to the Town of Marcellus Signs”. After some discussion, it was decided that the signs would be green with white lettering. The cost of the signs and installation is \$8,362.00. Mike Ossit, Deputy Highway Superintendent, will talk with Don MacLachlan, Highway Superintendent, about installing the signs which would take \$2,535 off the price.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

Resolution to Memorial (added Item):

MARCELLUS TOWN BOAD
RESOLUTION PERTAINING TO
MEMORIALS IN THE TOWN PARK
April 17, 2019

The following resolution was offered by Councilor Stevens and seconded by Councilor Cusick pertaining to Memorials in the Park;

WHEREAS, Town residents have expressed desires to remember loved ones who have passed away through various donations and memorial projects in the Town Park; and

WHEREAS, the Town Board wishes to encourage donations to the Park; and

WHEREAS, the Town Board, however, further wishes to preserve the recreational nature of the Park and does not want the Park to take on the appearance of a community Cemetery.

NOW THEREFORE, BE IT RESOLVED, Town residents are permitted and encouraged to make financial donations, and further are permitted to donate trees to the Park in remembrance of loved ones who have passed; and

BE IT FURTHER RESOLVED, any tree that is donated must be acceptable to the Park Supervisor and once donated, the tree is owned and becomes the property of the Town Park; and,

BE IT FURTHER RESOLVED, the type species and size of the tree, as well as the location, is in the sole discretion of the Park Supervisor, and

BE IT FURTHER RESOLVED, the burial of urns, ashes or cremated remains are not permitted in the Park; and

BE IT FURTHER RESOLVED, formal burial ceremonies of any kind are not permitted in the Park; and

BE IT FURTHER RESOLVED, Town residents may purchase memorial bricks for Placement in the Park, the cost of said bricks will be set from time to time by the Town Board.

The foregoing resolution being passed by a vote as follows:

VOTE: Karen Pollard	Aye
Chris Hunt	Aye
John Cusick	Aye
Tammy Sayre	Aye
Laurie Stevens	Aye

Resolution duly adopted.

Dated: April 17, 2019

Review of the Environmental Commission, Parks & Rec Advisory Board and Farmland

Advisory Board: Councilor Hunt made a motion seconded by Councilor Cusick to abolish the Environmental Commission, Parks & Recreation Advisory Board and the Farmland Advisory Board. These Boards have not met in years. Jim Gascon, Town Attorney, stated that they can be abolished by this resolution.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

Historical Society Request (added item): The Historical Society asked permission to help with the disposing of a commercial printer that doesn't work anymore. It was agreed that the Highway Department would help out the Historical Society in disposing of the printer. It doesn't work anymore, and it is so old that parts cannot be found.

WORKSHOP AGENDA:

NYS Dept of Labor – Robert Szatanek and Michael Bruno, NYS Dept of Labor, spoke to the Town Board and residents about Prevailing Wage. Once a project is decided on, the Town needs to go to the website, fill out an application; a prevailing wage number will be assigned; the Town should then get a certified payroll from the vendor and when the job is done, the Town should fill out a Notice of Completion. If the Town decides not to do a particular project, the NYS Department of Labor should be notified.

DISCUSSION AGENDA:

Items from the Board

Supervisor Pollard stated that the surveyor was here to check out the property.

Supervisor Pollard stated she had met with Police Chief Wicks regarding the security in the Building. Chief Wicks will be writing up a report on what the Town Hall would need regarding security, especially on Court nights.

General Codes: Jim Gason, Town Attorney, has been looking through the information from General Codes. We will keep moving forward with this project.

Supervisor Pollard asked if we could move the Workshop Meeting on May 15, 2019 to 6:00 pm. She will be away for the day and that would give her a little extra time to make the meeting. Councilor Stevens made the motion seconded by Councilor Cusick that the May 15, 2019 Workshop Meeting start at 6:00 pm.

The Attorney asked to have a client/Attorney meeting at the conclusion of the Town Board Meeting.

Supervisor Pollard stated that the Time Capsule was opened at the Historical Society there were a lot of pictures from 1994 when the time capsule was put together.

Items from the Floor

Phil Coccia, Recreation Director, stated that the Board may want to look into having a constable at the Park for certain events, like the concerts. This will be further discussed.

Councilor Sayre made a motion seconded by Councilor Cusick to adjourn the Marcellus Town Board meeting at 7:20 P.M.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk