

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

June 19, 2019

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, June 19, 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; Don MacLachlan, Highway Superintendent; John Houser, Codes Officer; Phil Coccia, Recreation Director; Joe Durand, TDK Engineering; Chuck Paul, Keith Ramsden, Park Crew Leader, Larry Fitts, Town Assessor, Tom Reiley, Reagan Insurance; Charnley Abbott, Bill Southern, Karen Cotter, Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Supervisor Pollard opened the meeting at 7:00 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 #6 as of June 18, 2019. Claim #'s 148987-149025, 149027-149029, 149137-149145, 149154, 149158-149159, 149162-149166.

	<b><u>Expenses</u></b>
General Fund	\$32,984.50
Part Town General	4,868.33
Town Wide Highway	8,436.51
Part Town Highway	53,150.77
Fire District	11,050.00
Ambulance Fund	2,075.00
Trust & Agency	<u>866.08</u>
 Total	 \$113,431.19

Councilor Hunt made a motion seconded by Councilor Cusick to approve the Abstract of Audited Vouchers as of June 18, 2019.

Ayes - Pollard, Stevens, Hunt, Sayre, Cusick

Carried

## **BUSINESS SESSION:**

**Town Assessment Re-Evaluation – Larry Fitts:** Town Assessor, Larry Fitts, explained that he would like to do a re-evaluation in the Town of Marcellus for 2020. He explained the whole process that he will be starting this August and September. He stated that there should be a public hearing so that the residents can go and ask questions sometime in early 2020. He also asked that the board pass a resolution for a revaluation for the 2020 Tax Roll and to set in the budget \$3,500 for extra help with the photocopying and setting up appointments. Supervisor Pollard is in total support of this re-evaluation. Councilor Hunt made a motion seconded by Councilor Stevens to support Mr. Fitts in the 2020 revaluation and to set aside \$3,500 in the 2020 budget for extra help.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Drainage Issues – Joe Durand:** Joe Durand, Town Engineer, spoke regarding the drainage issues in the Town. He has selected five areas that are in need of help. They are Lathrop Drive, Lawless Road, The Knolls, Marcellus Central School District and Highland Drive. He stated that there is grant money available, but the paperwork has to be in by July 26, 2019. The board is going to decide if they would like all the projects included in the grant. Joe Durand will be back to the July 3, 2019 Meeting. Jim Gascon, Town Attorney, has suggested that the Town develop a Drainage District for the areas that have the most issues. A pre-qualification application must be signed before the grant application can be submitted. When applying for the Grant, the Town would be responsible for 25% of the total cost. Councilor Hunt made a motion seconded by Councilor Cusick authorizing the Supervisor to sign the pre-qualification application for a drainage grant.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Internet Policy for Town Employees – Facebook:** The Internet Policy that we looked at is already in the Employee Handbook. Once the Town establishes a Facebook Page, it will be informational only.

**Fire Department – Quarterly Report – April, May and June:** A discussion took place regarding the Quarterly Report for the Fire Department. If the Fire Department wants, they can even send their reports monthly to the Bookkeeper. It was brought up that the Fire Department should be disclosing all their financial records to the Town.

**Fire Department – Cancer Insurance Policy:** After reviewing several Cancer Insurance Policies for the Fire Department, Jim Gascon, Town Attorney, found VFIS (Volunteer Firemen's Insurance Service) to have the best rate (\$137 per firefighter). The cost will only be half this year, prorated to July 1, 2019. Councilor Stevens made a motion seconded by Councilor Sayre authorizing Supervisor Pollard to sign the Application to VFIS for Cancer Insurance Coverage for the eligible Firefighters at \$137 each.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Candlewick Request:** A request was made by a resident regarding a “pie shaped” portion of land adjacent to Candlewick Lane asking the Town to turn it over to them, as they have maintained it. After much discussion at previous meeting, Jim Gascon, Town Attorney, wrote a letter stating that the gifting of land to a private citizen by a municipality without fair remuneration is unlawful as it violates the New York State Constitution.

**Amend Local Law #6 – 2008:** Jim Gascon, Town Attorney, had some questions regarding the Local Law #6-2008 regarding Partial Exemptions from Real Property Taxes for Persons Sixty-Five Years of Age or Older. Larry Fitts, Town Assessor, and Mr. Gascon met and this will be on the agenda for July 3, 2019 meeting.

### **WORKSHOP AGENDA:**

**Grant from NYSERDA:** An e-mail was received from NYSERDA regarding the Clean Energy Communities. The Town submitted an application and we received word on June 6, 2019, that we will be awarded a Block 3 Grant of \$5,000.

**Pavilion Request – Wildwood Retreat:** A request was made from Wildwood Retreat, Inc., for the use of a pavilion at Marcellus Park on August 25, 2019. This program helps women in recovery from drug addiction, trauma, mental illness, domestic violence and other co-occurring disorders and circumstances. This is a fundraising event to benefit the program. Wildwood Retreat will be advertising this as a sober event. Everyone in the Town and on the Board is also invited to attend. Phil Coccia, Recreation Director, is aware of this wanted to share with the Board. Councilor Hunt made a motion seconded by Councilor Stevens to approve the use of a Pavilion for Wildwood Retreat on August 25, 2019.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Sewer Charge – 2490 Scotch Hill:** Supervisor Pollard and the Board received a letter from John Curtin, Village Mayor, regarding sewer charges at 2490 Scotch Hill Road. The house that was on that piece of property was destroyed by fire several years ago and there are no longer any sewer connections from the property to the Village sewer. Councilor Stevens made a motion seconded by Councilor Sayre to let Larry Fitts, the Town Assessor know so that he can take this off the tax bill. If the resident wants a refund for the years he paid, he will have to go to the Village.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Insurance Renewal – Reagans:** Tom Reiley, Reagan Insurance, gave a brief overview of the cost for insurance for the Town. The cost did go up a little from last years. This is due to adding an extra vehicle and increase in property value for all the buildings. Councilor Stevens made a motion seconded by Councilor Hunt to renew the insurance through Reagan Insurance at a cost of \$46,149.00. This is a 3.08% increase over last year.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

## **DISCUSSION AGENDA:**

### **Items from the Board**

A. **Town Hall:** After a brief discussion regarding the Town Hall, Supervisor Pollard and Town Attorney Jim Gascon, are going to draft up a letter to send to local architects inquiring about their interest in helping design a new Town Hall. There are many previous drawing with sizes of the offices already done.

B. **Parking Issue on Scotch Hill Road:** There has been an issue with Parking on Scotch Hill/Sheehan Road. Part of the road is in the Town and part is in the Village. After further investigating, the portion of the road there is a parking issue is in the Village. The Town cannot do anything with this issue.

Supervisor Pollard stated that there is now a needle drop off at the Village Office. Needles must be placed in a container and taped shut.

The Guard Rail by the Paper Mill Site will be going up soon. They have already painted the road on where they will be installed. This is not the Town's property, so once the guard rail is up, there will be no gate unless the homeowner decides to put one up.

The signs for the Town and Park have not come in yet. These are the signs that say "Welcome to Marcellus", "Upper Park" and "Lower Park". There was an issue on the Contractor's part about not getting the contract to us.

Supervisor Pollard asked Town Attorney Jim Gascon if there are dates yet for the Public Hearings on the properties at 3601 South East Town Line Road and 2790-2792 Otisco Valley Road. He stated that no dates have been set as of today.

### **Items from the Floor**

Phil Coccia, Recreation Director, thanked the Board for the support they gave to "Sleep in Heavenly Peace" on the Bunk Bed Project sponsored by McClurges Remodeling on June 15, 2019. Over 400 volunteers came to participate in this Town event.

**Adjournment:** Councilor Stevens made a motion seconded by Councilor Sayre to adjourn the Marcellus Town Board meeting at 8:20 P.M.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk

