

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

November 6, 2019

A Regular Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, November 6, 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; Bill Southern, Karen Cotter, Chris Christenson, Marie Mahar, Barb Craft, Bernie Montgomery, Chuck Paul, Douglas Volcko, Keith Ramsden, Park Crew Leader; Elaine Potter, Scott Blunt, 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.

**PUBLIC HEARING-2020 BUDGET:** Supervisor Pollard opened up the Public Hearing for the 2020 Budget at 7:00 pm. There were no comments from the Board or the Floor, either for or against the 2020 Budget. Supervisor Pollard then closed the Public Hearing at 7:05.

**Minutes:** Councilor Stevens made a motion seconded by Councilor Cusick to accept the Town Clerk's minutes from the Town Board Meeting on October 2, 2019 and the Workshop Meeting on October 16, 2019.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

**Monthly Activity:** The Abstract of Audited Vouchers was given to Board Members as submitted by the Town Clerk. Abstract #11 as of November 1, 2019, Claim #'s 149723-149776.

	<b><u>Expenses</u></b>
General Fund	\$22,878.45
Part Town General	177.80
Town Wide Highway	16,556.54
Part Town Highway	27,324.92
Trust and Agency	<u>24.00</u>
Total	\$66,961.71

Board Members were given copies of the Activities Report as of October 29, 2019 for the Fiscal Year 2019, Periods 1 – 10.

	<u>Revenue</u>	<u>Expenses</u>
General Fund	(1,382,429.08)	1,003,630.76
Part Town General	( 211,935.28)	133,455.79
Town Wide Highway	( 578,592.11)	306,349.85
Part Town Highway	( 422,557.66)	334,759.18
Fire District	( 408,936.75)	381,913.55
Hydrant Fund	( 3,524.86)	3,409.60
Ambulance Fund	( 312,134.87)	312,050.00
Sewer District	( 157,501.46)	157,491.00
Water District	( 172,537.33)	172,217.99

Bank Balances for September 2019:

Total Balance for September 2019 - \$3,361,283.02

**Bills paid between meetings:** The following bills were paid on October 22, 2019.

<u>Voucher Number</u>	<u>Vendor</u>	<u>Amount</u>
149708	Simply Prescriptions	\$ 494.14
149709	Simply Prescriptions	494.14
149710	Excellus BC/BS	371.94
149711	Excellus BC/BS	371.94
149712	Excellus BC/BS	18,951.35
149713	Excellus BC/BS	<u>409.88</u>
	Total	\$21,093.39

Councilor Hunt made a motion seconded by Councilor Cusick to approve the Abstract of Audited Vouchers as of November 1, 2019, the Activities Report as of October 29, 2019, the Bank Balances for September 2019 and the bills that were paid on October 22, 2019.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Fire Department Financials:** The Town received the Financial Statement from the Fire Department from January to September 2019. After reviewing them, Councilor Stevens made a motion seconded by Councilor Hunt that we release the September check to them.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Date for Year – End Meeting:** For review, the Year – End Meeting will be held on Monday, December 30, 2019 at 5:30. This will be combined with the December Workshop Meeting that was scheduled for December 18, 2019. This will be held at the Town Hall.

**Date for Organizational Meeting:** The Organizational Meeting was scheduled for 12:00 noon on Thursday, January 2, 2020. This is a regular working day for the employees, Councilor Sayre made a motion seconded by Councilor Cusick to change the time to 4:00 pm.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**NEW BUSINESS:**

**Adopt 2020 Budget:** Councilor Stevens made a motion seconded by Councilor Cusick to adopt the 2020 Budget. There were no comments, either for or against, at the Public Hearing.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Association of Towns – Training School and Annual Meeting:** Supervisor Pollard mentioned about the Annual Training School that is held in New York City. If anyone is interested in going, they would have to pay for it on their own. There was not money allocated for it in the budget.

**CNY Storm Water Coalition Resolution:** Councilor Cusick made a motion seconded by Councilor Sayre to approve the following Resolution Supporting Participation in the CNY Storm Water Coalition.

**Resolution Supporting Participation in the  
CNY Stormwater Coalition Staff Services and Education Compliance Assistance  
Program**

Resolution authorizing the items listed below pursuant to requirements of the New York State Pollutant Discharge Elimination System Municipal Separate Storm Sewer System General Permit.

WHEREAS, The Town of Marcellus  
(Legal Name of Municipality)

herein called the “Municipality”, after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the “Project”, is desirable, is in the public interest, and is required in order to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the “Board”, has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited municipal funds by distributing total program costs over a number of entities within a twelve month timeframe as outlined in Attachment B;

NOW, THEREFORE, BE IT RESOLVED BY the Town Board  
(Governing Body of Municipality)

1. That Karen R. Pollard  
(Name and Title of Chief Elected Official)

or such person's successor in office is the representative authorized to act in behalf of the Municipality's governing body in all matters related the Project;

2. That the Municipality agrees that it will fund its portion of the program cost in the amount of \$3,600, and that those funds will be made available to the Board upon receipt of invoice.

3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.

4. That this Resolution take effect immediately.

**Grant Opportunity through County:** The Town received information for a Town Planning Grants program. One of the projects would be a Town Wide Comprehensive Plan. Councilor Stevens made a motion seconded by Councilor Sayre to authorize Jim Gascon, Town Attorney and Chris Christenson, from the Planning/Zoning Boards to fill out the application (due by Nov. 15 to the Syracuse – Onondaga County Planning Agency) on behalf of the Town.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

Supervisor Pollard asked if Karen Cotter can make copies of the Comprehensive Plan so that when a committee is formed they have copies for their review.

**Tax Collector Position:** Elaine Potter, Tax Collector, asked if she could appoint Susan Dennis as Deputy Tax Collector, just for the 2020 Property Taxes. The Town Clerk and Town Board approves of this. Councilor Stevens made a motion seconded by Councilor Hunt to create a position of Deputy Tax Collector for the 2020 Property taxes. This will be filled by Susan Dennis, at no extra pay or compensation. This also follows the hours that are listed on the Tax bills as Tuesday through Fridays for the month of January and Tuesdays and Thursdays for February and March.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

**Highway – Purchase of Compact Track Loader & Payloader:** Don MacLachlan, Highway Superintendent, presented to the Board information on a Compact Track Loader and a Payloader. Jim Gascon, Town Attorney, will draw up Permissive Referendums for the Nov. 20, 2019 meeting for the purchase of these two pieces of equipment. Councilor Sayre made a motion seconded by Councilor Cusick to approve moving forward with these purchases.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

**General Codes Update:** General Codes sent all the information for resolutions to adopt the General Codes through a Local Law. All the information was sent to the Town Attorney for review. This will be on the Nov. 20, 2019 agenda.

**DISCUSSION AGENDA:**

**Items from the Board:** Jim Gascon, Town Attorney, received a letter, through the Town Clerk, from a resident that would like to speak to him. After some discussion, it was determined that he (Jim Gascon) works for the Town and does not speak to Town Residences unless directed to do so by the Town Board. The resident is more that welcome to come to any meeting to discuss any issues.

**Items from the Floor:** Doug Volcko, North Street Road, asked if the Town could do anything about the noise and lights from the Sewer Treatment Plant. The Board explained that the Treatment Plant is operated by the Village and that we do not have any jurisdiction over it. Councilor Hunt suggested that he continue to talk to the Mayor to see if something could be done. The Town will also express his concerns to the Mayor.

**Adjournment:** Councilor Cusick made a motion seconded by Councilor Hunt to adjourn the Marcellus Town Board meeting at 7:50 P.M.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk