

TOWN OF MARCELLUS
TOWN BOARD WORKSHOP MEETING
Wednesday, January 20, 2021
5:30 PM

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, January 20, 2021, in the Town Hall, 24 E. Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor
Terry Hoey, Councilor
Tammy Sayre, Councilor
Laurie Stevens, Councilor

Absent – John Cusick, Councilor

Also present: Jim Gascon, Town Attorney; Don MacLachlan, Highway Superintendent; Jim Rossiter, John Houser, Codes Officer; Karen Cotter, Planning/Zoning and Codes Secretary; Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Tax Check from January 6, 2021: At the last meeting, there was a question regarding voucher # 151513 – payable to the Tax Collector about a Time Warner Fee. This is something that we pay according to the Franchise Agreement. Councilor Stevens made a motion seconded by Councilor Hoey to approve the payment of voucher #151513 in the amount of \$3,355.05 to Elaine Potter, Tax Collector.

Ayes – Pollard, Stevens, Hoey and Sayre

Carried

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. These are the last of the 2020 bills. Abstract 12 as of January 19, 2021. Claim #'s 151530-151550, 151568-151570, 151576, 151583, 151587-151589.

	<u>Expenses</u>
General Fund	\$ 4,636.45
Part Town General	2.80
Town Wide Highway	10,177.27
Part Town Highway	<u>5,222.16</u>
Total	\$20,038.68

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. These are 2021 bills. Abstract 1 as of January 19, 2021. Claim #'s 151558-151567, 151571-151575, 151577-151582, 151584-151586.

<u>Expenses</u>	
General Fund	\$ 17,240.51
Part Town General	5,682.38
Town Wide Highway	4,475.23
Ambulance Fund	77,930.75
Trust & Agency	<u>856.22</u>
Total	\$106,185.09

Councilor Hoey made a motion seconded by Councilor Sayre to approve the Abstract of Voucher Report for 2020 and 2021 and pay the bills.
 Ayes – Pollard, Stevens, Hoey and Sayre Carried

OLD BUSINESS: No Old Business to discuss.

NEW BUSINESS

Undertaking: Supervisor Pollard spoke with the Insurance Company regarding the Official Undertaking of Municipal Officials that employees have to sign. There is insurance coverage up to \$425,000 for the Tax Collector and \$25,000 for all other employees in case of dishonesty.

According to our Undertaking, we have \$450,000 for the Tax Collector and \$50,000 for the Supervisor and \$25,000 for the other employees who handle money. Councilor Stevens made a motion seconded by Councilor Sayre to amend our Official Undertaking of Municipal Officials to reflect the coverage that the insurance has. The Undertaking will be amended to \$425,000 for the Tax Collector and \$25,000 for all the other employees (Supervisor was at \$50,000).
 Ayes – Pollard, Stevens, Hoey and Sayre Carried

DISCUSSION AGENDA

An e-mail was received from Pete Knowles regarding the New Town Hall being wired correctly for all the computers, printers and copiers at each work station. Councilor Sayre is going to forward the e-mail to Mike O’Shea so that working with the electrical contractor, we can be sure there are enough outlets to handle all the electronics.

Karen Cotter suggested that the Meeting Room should have enough technology to upgrade if need be in the future.

Supervisor Pollard stated that Reagans Insurance told her to make sure that the General Contractor has sufficient insurance coverage when they start the new building.

Supervisor Pollard stated that tonight at 7:00 pm there will be a meeting at the Village regarding Baltimore Ridge (a purposed subdivision in the Village). Karen Cotter stated that the Planning/Zoning Board is concerned about the drainage on South Street if this should go through.

Councilor Hoey (liaison for Parks/Rec) said he spoke with Sandy Elsey about what is going on in the Parks/Rec Dept. She is rebooking bands for the summer concerts (if we are allowed to have them). There is a moonlight walk in the Park on January 29, 2021. Sandy Elsey has also been speaking with the school about how much space we could use (provided they can have Summer Recreation for the kids).

Councilor Stevens reached out to the Fire Department and hasn't heard anything back yet.

Councilor Sayre reached out to Codes/Planning & Zoning and will meet up with them next week.

A discussion ensued regarding the new Town Hall. Jim Gascon, Town Attorney, met with Mike O'Shea, QPK Designs and here are the low bidders for the New Town Hall Project.

Councilor Stevens made a motion seconded by Councilor Hoey to approve the following contractors with change orders.

Ayes – Pollard, Stevens, Hoey and Sayre Carried

General Contractor – CBD Companies	\$2,530,799.00
Mechanical – Erie Mechanical	\$ 121,535.00
Plumbing – Potter Heating and AC	\$ 195,834.00
Electrical -Concord Electric	\$ 275,000.00

Jim Gascon, Town Attorney, suggests that we have a Special Meeting to review the contracts from the Contractors and see what the Highway Department can do to help cut costs. Councilor Stevens will contact Councilor Cusick to see if next Wednesday, January 27, 2021 at 5:30 would work for him. The residents approved only \$3 million so the Board has to stay below that.

Once we receive word from him, a notice will be place in the paper and also posted on our website and posted on the Board outside the Town Clerks Office. It was suggested that Don MacLachlan, Highway Superintendent, Joe Durand, Engineer and Mike O'Shea from QPK Designs all be there.

Don MacLachlan, Highway Superintendent, asked when does the Bonding get started. Jim Gascon, Town Attorney, will get going on that.

Adjournment: Councilor Sayre made a motion seconded by Councilor Stevens to adjourn the Town Board Workshop Meeting at 6:35 pm.

Ayes – Pollard, Stevens, Hoey and Sayre Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk