

TOWN OF MARCELLUS  
TOWN BOARD WORKSHOP MEETING  
Wednesday, May 19, 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, May 19, 2021, in the Town Hall, 24 East Main Street, Marcellus, New York. Those presents were:

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

Also present: Michael Ossit, Deputy Highway Superintendent; Bill Southern, Keith Ramsden, Park Crew Leader; Phil Coccia, Recreation Director; Jerry Wickett, Planning & Zoning Board; Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 18, 2021. Claim #'s 152007-152045, 152053-152057, 152063-152064.

	<b><u>Expenses</u></b>
General Fund	\$25,108.17
Part Town General	3,556.99
Town Wide Highway	953.19
Part Town Highway	3,356.74
Trust & Agency	<u>856.22</u>
Total	\$33,831.31

**Abstract of Audited Vouchers (New Town Hall):** The Abstract of Audited Vouchers (for the New Town Hall) was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 18, 2021. Claim #'s 152058-152062.

	<b><u>Expenses</u></b>
Capital Projects	\$37,027.31

Councilor Stevens made a motion seconded by Councilor Sayre to approve the all of the Abstract of Audited Vouchers (both the regular bills and New Town Hall bills) as of May 18, 2021.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

**Updated Masks Wearing Mandate (added item):** On May 20, 2020, the Town Board passed a resolution that reads “Unless otherwise notified by your direct supervisor, you are required to wear a face covering at work. A *face covering* is generally a cloth, bandana, or other type of material that covers an employee’s mouth and nose. The Town of Marcellus will provide employees with either a cloth or disposal face covering if requested. In addition, any customers coming into any Town Facility must wear a mask. They will not be permitted into any Town Facility without the mask.”

After much discussion, and with the rules loosening up from the County Executive and the Governor of New York State, Supervisor Pollard made a motion seconded by Councilor Hoey to modify the May 20, 2020 resolution. The resolution will read that mask are now only mandated to unvaccinated employees and visitors to the Town. The employees and visitors that can produce proper verification that they had their vaccination and produce proof to the Town Clerk or Deputy Town Clerk are not required to wear a mask. If an employee or visitor cannot produce proof of vaccination or has not been vaccinated, they will be required to wear a mask while in the Town Hall.

Ayes – Pollard, Stevens, Hoey and Sayre

Nay – Cusick

Carried

## **OLD BUSINESS**

**American Rescue Discussion:** Supervisor Pollard, stated that the Supervisor from Clay is going to send the ideas from the Towns in Onondaga County to Senator Schumer and the Association of Towns. They will advise if the ideas the Towns have come up with meet the rules and regulations for the American Rescue Plan.

**Adult – Use Cannabis:** There are two parts to the Adult – Use Cannabis Laws. The first part is having the retail store in the town. The second part is having a “smoke shop” in the Town, where people can buy it and smoke it. Jim Gascon, Town Attorney, stated that the Town may want to consider banning the “smoke shop” part. They can always retrack this. All the sales would be under State guidelines, just like the liquor licenses are. Getting a license to sell it will probably

be very expensive. Jerry Wickett, Planning & Zoning Board, stated that he visited a grow house in Colorado. They have very high security at the grow houses. Jim Gascon, knows of an Attorney who is very up to date on what the State is doing with the Adult-use Cannabis. He will see if she will be able to come to a Workshop Meeting to discuss this more with the Board.

## **NEW BUSINESS**

**Concert in the Park:** Councilor Hoey made a motion seconded by Councilor Stevens to authorize Supervisor Pollard to sign the contract for the following concert in the park:

Bitter Creek Band	July 8, 2021	\$500.00	
Ayes – Pollard, Stevens, Hoey, Sayre and Cusick			Carried

**Office Furniture Discussion:** Councilor Stevens worked with two Furniture Supplies regarding Office Furniture for the New Town Hall. After much discussion, Councilor Stevens recommended that we go with Syracuse Office Equipment. At this point, furniture delivery is taking 12 – 16 weeks. Councilor Sayre made a motion seconded by Councilor Hoey to authorize Supervisor Pollard to sign the contract with Syracuse Office Equipment. This is with the approval of Jim Gascon 's, Town Attorney, review of the contract.

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

**Relators (added item):** Councilor Stevens asked if we had heard anything from any Real Estate Agents about selling this building. Supervisor Pollard reached out to one from Howard Hanna and is waiting to hear back.

**Process for Subdividing this property (added item):** Councilor Stevens also asked about Subdividing this property before we sell it. That way when we put it on the market, a buyer will know how much land they would be getting with the building.

**Water Hook-Up on Limeledge:** Supervisor Pollard received a request from a resident on Limeledge Road regarding the Limeledge Water District. It appears that this resident shares a driveway with a neighbor who is in the Limeledge Water District, and this resident is not. He was wondering what steps they would have to take to tap into city water. Supervisor Pollard will reach out to Joe Durand, Engineer from TKD, to see if he would be able to help out. The Engineers that were here when this was done was Barton and Loguidice. The resident would be

responsible for any engineering fees, engineering maps and attorney's fees. This will be on the agenda for the June 2, 2021 meeting.

**Comprehensive Plan Update:** Supervisor Pollard stated that she talked with Dan Kwasnowski from the County regarding the Comprehensive Plan. They are waiting to hear back from the RFP's (Requests for Proposal) for a consultant. Once the County hears back, they will send the information to the Town as it will be the Town's decision who to hire for the consultant.

**TOWN HALL:** Supervisor Pollard and Jim Gascon, Town Attorney, have discussed the idea of having a committee to handle any Change Orders for the New Town Hall. They were thinking the committee would be made up of Don MacLachlan, Highway Superintendent, Supervisor Pollard and Jim Gascon, Town Attorney. Jim stated that he would be on it to check out the Change Order from a legal standpoint.

The way a Change Order works is that the contractor would give a Change Order to the architect, QPK, and then the architect gives their recommendations to the Town. There are no additional fees to QPK for this service. There was no cap (dollar amount) set, but if it is very high, Supervisor Pollard will call a Special Meeting. Councilor Steven made a motion seconded by Councilor Cusick to approve a committee being set up to review change orders. The committee consisting of Don MacLachlan, Supervisor Pollard and Jim Gascon, Town Attorney. Any change orders would be emailed to all the Board Members.

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

Supervisor Pollard stated that there is a construction meeting tomorrow, May 20, 2021 at 2:00 PM.

### **DISCUSSION AGENDA:**

**Soil and Water (additional item):** Teresa Link from the Onondaga County Soil and Water Conservation District met with Park Crew Leader Keith Ramsden and Doug Fisher at the Park to assess the trees in the park. The main focus was on Ash Trees but did include other tree species that appeared to be at a higher risk level due to their overall health and/or vigor. Keith Ramsden stated that the Town may be able to get a grant to help take down some of the trees. Teresa Link, ISA

Certified Arborist with Onondaga County Soil and Water Conservation District, would help with the grant process.

Supervisor Pollard requested an Attorney/Client meeting at the conclusion of the Town Board Meeting.

**ADJOURNMENT:** Councilor Stevens made a motion seconded by Councilor Sayre to adjourn the Town Board Meeting at 7:00 pm.

Ayes- Pollard, Stevens, Hoey, Sayre and Cusick

Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk