

TOWN OF MARCELLUS  
 WORKSHOP MEETING MINUTES  
 Wednesday, November 17, 2021  
 6:00 PM

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, November 17, 2021, in the Town Hall, 24 E. Main Street, Marcellus, New York.

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

Absent: John Cusick, Councilor

Also present: Phil Coccia, Recreation Director; Chris Christensen and Jerry Wickett from the Planning/Zoning Board; Karen Cotter; Sam Aldrich and John Steinmetz from Bergmann Architects, Engineers, Planners regarding the Comprehensive Plan; Bill Southern, Scott Stearns, Holly Legnetto from Howard Hanna Realty; Larry Fitts, Town Assessor; Jim Gascon, Town Attorney; 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. Abstract #11 as of November 16, 2021, Claim #'s 152778-152803, 152811-152818, 152829-152831.

|                   | <u>Expenses</u> |
|-------------------|-----------------|
| General Fund      | \$81,872.94     |
| Part Town General | 221.65          |
| Town Wide Highway | 3,757.53        |
| Trust & Agency    | 1,081.63        |
| Total             | \$86,933.75     |

Insurance Bills to be paid on November 19, 2021:

| <u>Voucher #</u> | <u>Vendor</u>  | <u>Amount</u> |
|------------------|----------------|---------------|
| 152832           | Excellus BC/BS | \$15,747.80   |
| 152833           | Excellus BC/BS | 629.04        |
| 152834           | Excellus BC/BS | 202.70        |
| 152835           | Excellus BC/BS | <u>202.70</u> |
| Total            |                | \$16,782.24   |

Councilor Hoey made a motion seconded by Councilor Stevens to approve the Abstract of Audited Voucher as of November 16 and the bills to be paid on November 19, 2021.

Ayes – Pollard, Stevens, Hoey and Sayre

Carried

**Abstract of Audited Vouchers (New Town Hall):** The Abstract of Audited Vouchers was given to the Board Members. Abstract #11 as of November 16, 2021. Claim #'s 152819-152828.

**Expenses**

|                  |              |
|------------------|--------------|
| Capital Projects | \$357,349.76 |
|------------------|--------------|

Councilor Stevens made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers (for the New Town Hall) as of November 16, 2021.

Ayes – Pollard, Stevens, Hoey and Sayre Carried

**OLD BUSINESS:**

**Comprehensive Plan Presentation:** Samantha Aldrich and John Steinmetz from Bergman gave a brief overview for the Comprehensive Plan. They will be working with the Committee that will be set up to revamp the Comprehensive Plan for the Town of Marcellus. After some discussion, it was decided that after the first of the year, the Board would come up with some individuals that would want to be on the Committee for this. Ms. Aldrich will make sure that Jim Gascon, Town Attorney, receives an agreement between the Town and Bergman.

**Appointment of Deputy Court Clerk:** Councilor Stevens made a motion seconded by Councilor Hoey for the Justice Court to appoint Ms. Lynda Kianka as Deputy Court Clerk. The rate of pay is \$16.00 per hour for 6 hours per week.

Councilor Sayre is abstaining from this vote, Ms. Kianka is a relative.

Ayes – Pollard, Stevens and Hoey Carried

**NEW BUSINESS:**

**Photo Project:** Larry Fitts, Town Assessor, explained to the Board that the Town has an opportunity to enter into a contract with SDG (Systems Development Group, Inc) for the taking of photos for the Town of Marcellus to be put on the County Website. Mr. Fitts spoke at the October 6, 2021 meeting of the advantages of having the pictures on the web site. The cost of this is \$1,500 annually. Mr. Fitts would purchase a tablet for \$400 that he would use for other Towns as well. Supervisor Pollard made a motion seconded by Councilor Hoey to enter into an agreement with SDG for an annual cost of \$1,500 to help Mr. Fitts with the taking of photos for the Town of Marcellus to be put on the County website.

Ayes – Pollard, Stevens, Hoey and Sayre Carried

**Correction to Prior Resolution – Collection of Partial Tax Payments:** At the July 21, 2021, meeting a resolution was passed for Elaine Potter, Tax Collector, to be able to take partial tax payments. This was at the request of the County. After reviewing the resolution, it states that she would be able to take partial payments on Delinquent Property Taxes. This has to be amended, as she does not collect any delinquent taxes. Councilor Stevens made a motion seconded by Councilor Sayre to amend the resolution from July 21, 2021 to read as follows:  
Ayes – Pollard, Stevens, Hoey and Sayre Carried

RESOLUTION  
IN THE MATTER OF  
THE TOWN OF MARCELLUS PROVIDING  
FOR THE PARTIAL PAYMENT OF  
REAL PROPERTY TAXES

The Town Board of the Town of Marcellus, in the County of Onondaga, State of New York, met in regular session at the Municipal Building, located at the Town Hall, in the Town of Marcellus, County of Onondaga, State of New York, on the 21<sup>st</sup> day of July 2021 at 5:30 pm

The meeting was called to order by Supervisor Karen Pollard, and the following Councilors were present, namely:

John Cusick  
Terry Hoey,  
Tammy Sayre  
Laurie Stevens

Also Present: Town of Marcellus Attorney James J. Gascon and Town Clerk Sandy Taylor

Absent:

The following resolution was moved by Councilor Hoey and seconded by Councilor Cusick.

WHEREAS, New York State Real Property Tax Law §928-a authorizes the Town of Marcellus to accept partial payments of real property taxes; and

WHEREAS, it is in the interest of the Town of Marcellus to afford taxpayers the opportunity to pay taxes in installments and it will benefit the Town of Marcellus to have the ability to accept partial payments of real property taxes;

NEW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the Town of Marcellus Town Tax Collector hereby is authorized to accept from any taxpayer at any time partial payments of real property taxes, special assessments and ad valorem levies and to apply such partial payments to the amount owed; and be it further

RESOLVED, that there shall be no limit on the number of partial payments that a taxpayer may make on a particular tax map parcel, except that any partial payment shall be at least two hundred dollars and if the balance due on a tax bill is less than two hundred after crediting all partial payments previously made for that tax parcel, then the unpaid balance must be paid in full; and be it further

RESOLVED, partial payments on any tax bill with a balance of less than two hundred dollars will not be accepted; and be it further

RESOLVED, that all outstanding fees must be paid before any partial payment will be accepted; and be it further

RESOLVED, that after any authorized partial payment has been paid and credited, interest and penalties shall be charged against the remaining balance only; and be it further

RESOLVED, that acceptance of partial payments shall not be deemed to alter or limit any liens and powers of the Town of Marcellus conferred by general, special or local law, and the Town of Marcellus shall continue to have all rights and powers to enforce collection of taxes, together with interest, penalties and other lawful charges.

The question of the adoption of the foregoing Resolution was duly put to a vote and the vote was as follows:

|                |            |       |     |
|----------------|------------|-------|-----|
| Karen Pollard  | Supervisor | Voted | Yes |
| John Cusick    | Councilor  | Voted | Yes |
| Terry Hoey     | Councilor  | Voted | Yes |
| Tammy Sayre    | Councilor  | Voted | Yes |
| Laurie Stevens | Councilor  | Voted | Yes |

The foregoing Resolution was thereupon declared duly adopted.

Dated: July 21, 2021

Amended: November 17, 2021

## **DISCUSSION AGENDA**

### **TOWN HALL**

**Construction Update:** Supervisor Pollard reported that there will be a construction meeting tomorrow at 2:00 pm.

**Sale of Town Hall:** The Town received two purchase offers for the existing Town Hall Building. One offer was submitted by Velasko Professional Park for \$250,000, and a second purchase offer was submitted by Dr. Michelle C. Goldych, D.C. for \$239,900. There was much discussion among the councilors relating to the unique situation presented as the Old Town Hall and New Town Hall are in close proximity to each other. The Town will be sharing a driveway, parking lot and walkway with the new owner of the Old Town Hall. The Town will be maintaining the driveway, parking lot and walkway, and the councilors voiced concerns that the Velasko occupancy would result in higher vehicular and pedestrian traffic and would utilize more parking spaces and result in more wear and tear than the Goldych occupancy. The Board decided therefore to accept the Goldych offer given the anticipated increased expense in maintenance, wear and tear, and use of the common areas that the Velasko occupancy was expected to involve. Councilor Stevens made the motion seconded by Councilor Hoey to authorize Supervisor Pollard to sign the contract of the New Town Hall once there is approval from the Town Attorney and agree to the resolution as amended (the price written in the resolution is \$239,000.00 and it should read as \$239,900.00 – the purchase offer price):

TOWN BOARD RESOLUTION  
TOWN OF MARCELLUS  
RE: SALE OF FORMER TOWN HALL

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 November 17, 2021 at 6:00 P.M., there were:

|                           |                 |
|---------------------------|-----------------|
| PRESENT: Karen R. Pollard | Town Supervisor |
| Terry Hoey                | Councilor       |
| Tammy Sayre               | Councilor       |
| Laurie Stevens            | Councilor       |

|                     |           |
|---------------------|-----------|
| ABSENT: John Cusick | Councilor |
|---------------------|-----------|

**WHEREAS**, the Town of Marcellus (the “Town”) has received two offers to purchase the former “Town of Marcellus Town Hall,” part of Lot 24, Village of Marcellus, Onondaga County, New York, as depicted in the preliminary copy of “Map of Part of Lot 24” attached hereto, which includes a building, on 24 East Main Street in the Town of Marcellus, and

**WHEREAS**, the Town Board has considered the offers and finds the purchase proposal of \$239,900.00, advanced by Dr. Michelle C. Goldych, D.C., of 8733 Drumlin Heights Drive, Baldwinsville, New York 13027 to be reasonable; and

**WHEREAS**, THE Town has no public use for this excess property and is willing to sell the same to Dr. Michelle C. Goldych for the proposed amount of \$239,900.00; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby approves the sale of the aforementioned property to Dr. Michelle C. Goldych for the purchase price of \$239,900.00; and

**BE IT FURTHER RESOLVED**, that the proposed purchase price of \$239,000.00 is a reasonable market value for the subject parcel; and

**BE IT FURTHER RESOLVED**, that the Town will provide an up-to-date survey and abstract of title for the property to the buyer; and

**BE IT FURTHER RESOLVED**, that the sale of said property to Dr. Michelle C. Goldych will be subject to the terms and conditions and provisions of the “Contract of Purchase” between Dr. Michelle C. Goldych and the Town; and

**BE IT FURTHER RESOLVED**, that the Town will provide a warranty deed to the buyer, and

**BE IT FURTHER RESOLVED**, that this sale of publicly owned Town property is subject to permissive referendum.

**BE IT FURTHER RESOLVED**, that pursuant to Section 90 of the Town Law, that within ten (10) days from the date of this resolution of 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 “Press-Observer,” 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 both the sign board and Website 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 Hoey.

|         |                |            |     |
|---------|----------------|------------|-----|
| VOTE:   | Karen Pollard  | Supervisor | Yes |
|         | Terry Hoey     | Councilor  | Yes |
|         | Tammy Sayre    | Councilor  | Yes |
|         | Laurie Stevens | Councilor  | Yes |
| Absent: | John Cusick    | Councilor  |     |

Date: November 17, 2021

**Items from the Board:**

Supervisor Pollard stated that the next meeting will be Wednesday, December 1, 2021 and that the Comprehensive Plan will be on the agenda. She asked the Board to start thinking about people who they think may be interested in being on a committee for updating the Comprehensive Plan.

**Items from the Floor:**

Phil Coccia, Recreation Director, stated that there will be a moonlight walk this Friday, November 19, 2021 from 4:00 pm – 8:00 pm at the park.

**ADJOURNMENT:** Councilor Stevens made a motion seconded by Councilor Sayre to adjourn the Workshop Meeting at 7:25 pm.

Ayes – Pollard, Stevens, Hoey and Sayre

Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk