

Marcellus Town Board Meeting  
Wednesday, February 2, 2022  
6:30 PM

A Regular Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, February 2, 2022 in the Town Hall, 24 E. Main Street, Marcellus, New York.

Present: Karen R. Pollard, Supervisor  
Jamie Curtin, Councilor  
Terry Hoey, Councilor  
Gabe Hood, Councilor  
Laurie Stevens, Councilor

Also Present: Karen Cotter, Phil Coccia, Recreation Director; Don MacLachlan, Highway Superintendent; Gary & Linda Wilcox, Bill Southern, Jeff Berwald, Jesse Faulkner, Katie LaRose, Mark Delasin, Jason Aldrich, Connor Haney, Jim Gascon, Town Attorney; John Houser, Codes Officer; Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

**Minutes:** Councilor Stevens made a motion seconded by Councilor Hoey to waive the reading and accept the Town Clerk's minutes from the following meetings, Organizational Meeting on January 3, 2022, the Town Board Meeting on January 5, 2022 and the Workshop Meeting on January 19, 2022.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

**Monthly Activity:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #2 as of February 1, 2022. Claim #'s 153094-153098, 153100-153103, 153111-153131, 153136-153137, 153147-153165.

	<u>Expenses</u>
General Fund	\$26,060.80
Part Town General	2,384.00
Town Wide Highway	7,707.80
Part Town Highway	113.00
Water District	30,617.28
Trust & Agency	<u>455.68</u>
Total	\$67,338.56

Board Members were given the Activities Report as of January 24, 2022. Fiscal Year 2022. Period 1.

	<u>Revenue</u>	<u>Expenses</u>
General Fund	(189,352.37)	56,469.75
Part Town General	(199,506.00)	8,720.59
Town Wide Highway	00.00	19,319.62
Part Town Highway	(121,832.00)	4,331.25
Capital Projects	( 6,800.00)	236,119.40
Fire District	(399,715.00)	95,474.75
Hydrant Fund	( 2,926.00)	0.00
Ambulance Fund	(317,157.00)	79,289.25
Sewer District	(200,321.00)	200,321.00
Water District	( 40,410.00)	40,410.00

**Bank Balances:** Total of Bank Balances for December 2021 - \$3,479,601.46

Councilor Hoey made a motion seconded by Councilor Curtin to approve the 2022 Abstract of Audited Vouchers (with the holding of the check for Fitts Appraisal), the Revenue/Expense Report for the Fiscal year 2022 and the Bank Balances as of December 2021.

Ayes -Pollard, Stevens, Hoey, Curtin and Hood Carried

**New Town Hall:** Councilor Stevens made a motion seconded by Councilor Hood to approve the 2022 Abstract of Audited Voucher as of February 1, 2022. Claim #'s 153166-153170.

	<u>Expenses</u>
Capital Projects	\$60,667.35

Councilor Stevens made a motion seconded by Councilor Hood to approve the Abstract of Audited Vouchers for the New Town Hall as of February 1, 2022.

Ayes- Pollard, Stevens, Hoey, Curtin and Hood Carried

**OLD BUSINESS**

**Double Utility Poles:**

**SEQR for Double Utility Poles:** Jim Gascon, Town Attorney, reviewed the Short Environmental Assessment Form regarding the Double Utility Poles. Councilor Stevens made a motion seconded by Councilor Hood authorizing Supervisor Pollard to sign the SEQR (Short Environmental Assessment Form) Stating that the proposed action will not result in any significant adverse environmental impact.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood Carried

TOWN BOARD RESOLUTION  
INTRODUCING LOCAL LAW, A-2022  
TOWN OF MARCELLUS

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, State of New York, on February 2, 2022, at 6:30 P.M., there were:

PRESENT:	Karen Pollard	Town Supervisor
	Jamie Curtin	Councilor
	Gabe Hood	Councilor
	Terry Hoey	Councilor
	Laurie Stevens	Councilor

**WHEREAS**, Councilor Hoey introduced proposed Local Law No. A-2022, “A Local Law Amending The Code of the Town of Marcellus To Include Chapter 99, Double Utility Poles,” and made the following motion, which was seconded by Councilor Curtin.

**WHEREAS**, Local Law No. A, 2022 relates to the incomplete transfer of utilities and the failure to remove old utility poles within the Town of Marcellus;

**WHEREAS**, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of Local Laws in the Town of Marcellus, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

**WHEREAS**, the adoption to said Local Law is an unlisted action for purposes of environmental review under SEQR; and

**WHEREAS**, The Town Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

**WHEREAS**, the said EAF has been prepared and has been reviewed by the Town Board; and

**WHEREAS**, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

**NOW, THEREFORE, BE IT RESOLVED**, that the enactment of this proposed Local Law is an unlisted action under SEQR, that there are no other involved agencies and the Town Board shall act as lead agency; and it is further

**RESOLVED**, the Town Board has determined this action shall have no significant adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQR;

**RESOLVED** that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. A -2022 at the Marcellus Town Hall located at either 22 or 24 East Main Street in the Town of Marcellus on March 2, 2022, at 6:30 P.M. or as soon thereafter as the matter can be heard, at which time all persons interested on the subject shall be heard.

The question of the foregoing Resolution was duly put to a vote and, upon roll call, the vote was as follows:

VOTE:	Karen Pollard	Town Supervisor	Yes
	Jamie Curtin	Councilor	Yes
	Gabe Hood	Councilor	Yes
	Terry Hoey	Councilor	Yes
	Laurie Stevens	Councilor	Yes

The foregoing resolution was thereupon declared duly adopted.

DATED: February 2, 2022

### **NEW BUSINESS**

**Interim Agreement for Assessor:** Jim Gascon, Town Attorney, drafted up an Interim Town Assessor Agreement between the Town and Fitts Appraisal Co. Mr. Lawrence Fitts, our previous Assessor has unexpectedly passed away. This Agreement will hire Fitts Appraisal Co., to help out until the Town can hire a new Assessor. If Fitts Appraisal Company agrees to the terms of the Agreement, the Town of Marcellus shall pay the sum of five hundred twenty-six dollars and ninety-two cents (\$526.92) per week to Fitts Appraisal Company and Fitts Appraisal shall provide staff at the Marcellus Town Hall on Mondays, Tuesdays and Wednesdays every week from 9:00 am to 12 noon.

Councilor Hoey made a motion seconded by Councilor Curtin to authorize Supervisor Pollard to sign the Interim Agreement for the Assessor.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

**Teal There's a Cure Request- Park:** A request was made by the Co-director of Teal There's A Cure for the use of Marcellus Park on Monday, July 4, 2022 for the annual Teal There's a Cure 5k run/walk event. They would like to set up between 6:00 – 6:30 am, registration beginning at 7:00 am with the race starting at 8:00 am. They are usually done with taking everything down and out of the Park by 11:30 – 12 noon. They are responsible for taking everything they bring into the park and all the trash out with them.

Councilor Hood made a motion seconded by Councilor Stevens to approve the non-profit of Teal There's a Cure the use of Marcellus Park on Monday, July 4, 2022 from 6:00 am – 12:00 noon.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood Carried

**OCM BOCES Contract for Professional Services:** Councilor Stevens made a motion seconded by Councilor Hoey authorizing Supervisor Pollard to sign the contract with OCM BOCES for safety training for Highway and Park employees. The cost is \$2,000 and is good from Jan. 1, 2022 – Dec. 31, 2022.

Ayes - Pollard, Stevens, Hoey, Curtin and Hood Carried

**Concerts in the Park:** Councilor Hoey made a motion seconded by Councilor Hood to authorize Supervisor Pollard to sign the following contracts for Concerts in the Park:

The Horn Dogs	June 30, 2022	\$600
Thunder Canyon	July 7, 2022	\$600
The Strangers	July 14, 2022	\$500
Faded Vinyl	July 21, 2022	\$600
John Rogalia & the Swamp Boys	August 11, 2022	\$600

Ayes – Pollard, Stevens, Hoey, Curtin and Hood Carried

**Fire Department Contract:** There were a number of members of the Marcellus Fire Department here to discuss the 2022 Contract. One of the items that they wanted to change was the dates for the Town to receive the Quarterly Reports. The Contract reads that the Fire Department is to give the Town Quarterly Reports no later than April 15, July 15, October 15 and January 15. They asked if it could be changed to May 15, August 15, November 15 and February 15. The Board didn't have any issues with changing the dates. Jim Gascon, Town Attorney, advised Supervisor Pollard to change the dates and initial in the margin. Councilor Stevens asked about the Service Awards Program that is costing the Town more money, they are looking into why it is costing so much. The Town is still waiting on Financial Statements from last August. The Fire Department will be on the agenda for the March 16 Workshop Meeting to get some questions answered.

**COMPREHENSIVE PLAN:** Supervisor Pollard has sent the names of the people who want to be on the committee to update our Comprehensive Plan to Bergman. She has not heard anything yet.

**TOWN HALL:** The oval window has been installed in the Meeting Room of the New Town Hall and the skylight has been installed in the Town Clerk's office. The skylight is something that should be checked every couple of years, to prevent leaks. CBD (the main contractor) is pushing to get things done by the middle of February.

Supervisor Pollard mentioned that the Town Board might like to invest in either Laptops or I-Pads as the New Town Hall is all wired for it. There will be a big screen in the meeting room, so that residents can see everything that the Board is looking at. This is something to think about for the future.

Councilor Stevens made a motion to have the Tax Collector and Supervisor move into the Recreation Department area at the back of the New Town Hall and have the Recreation Department move to the front of the New Town Hall. No one seconded this motion. No action was taken. At this point, no offices will be switched.

**DISCUSSION AGENDA:** Supervisor Pollard explained that this week there were frozen sewer pipes at the Park. With the help of Don MacLachlan and the Highway Department, outside agencies were called into get them unthawed. The pipes are now thawed and the bathrooms are working again. There is a lot of clean up to be done, as there was a lot of digging to get to the frozen pipes. The new pipes are now under the creek.

Supervisor Pollard brought to Jim Gascons attention a contract that we had with Marcellus Youth Soccer for the mowing of the soccer fields. This contract expired in 2017. Jim Gascon, will draft up a new contract that will be on an automatic renewal. This will be on the agenda for February 16, 2022.

Supervisor Pollard stated that the Town did receive money from the Mortgage tax from the County. The money was received in January.

Supervisor Pollard received an email that stated more Covid test kits will be available. They will be distributed next week.

**ADJOURNMENT:** Councilor Stevens made a motion seconded by Councilor Hoey to adjourn the Town Board Meeting at 7:35 pm.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk