

Marcellus Town Board
Workshop Meeting
Wednesday, February 16, 2022
6:30 pm

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, February 16, 2022, in the Town Hall, 24 E. Main Street, Marcellus, New York.

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

Also Present: Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; John Houser Codes Officer; Mike Ossit, Deputy Highway Superintendent; Karen Cotter, Mark Delison, President of the Fire Department; Jim Rossiter, Jim Gascon, Town Attorney; Jeff Berwald, Michael Ossit, Bill Southern, Jesse Faulkner, Emma Rosebloom, Ava Watling, Cole Crooner, Kurk Steambo, Ryan Coon, Susan Dennis, Deputy Town Clerk and Sandy Taylor Town Clerk.

Mask Policy: Supervisor Pollard asked Jim Gascon, Town Attorney, to check on what the Mask Policy is for Public Meetings at this point. The rules from the Governor are constantly changing so as of now, the Town’s policy will stay intact. If we are in a common place, such as the meeting room, masks will be worn. This will be on the agenda for the March 2, 2022 meeting for any updates.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #2 as of February 15, 2022. Claim ‘s 153178-153214 and 153217.

	<u>Expenses</u>
General Fund	\$101,520.83
Part Town General	190.03
Town Wide Highway	5,671.49
Fire District	494.00
Trust & Agency	<u>1,127.36</u>
Total	\$109,003.71

Councilor Stevens made a motion seconded by Councilor Curtin to approve and pay the bills from February 15, 2022.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Abstract of Audited Vouchers (New Town Hall): The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract 2 as of February 15, 2022. Claim #'s 153215 & 153216.

Expenses

Capital Projects \$1,618.75

Councilor Hoey made a motion seconded by Councilor Hood to approve the bills for the new Town Hall as of February 15, 2022.

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

OLD BUSINESS:

Marcellus Youth Soccer Fields: The Town has been mowing the Soccer fields on Lawrence Road and being paid. The last contract was from 2017. A new contract was drafted and the amount that the Board will be asking for is \$3,000 for 2022. Supervisor Pollard will contact the head of Marcellus Youth Soccer and let him know that a contract will be coming. The contract states that the Marcellus Youth Soccer will pay the Town of Marcellus on or before April 1, 2022, after some discussion it was decided to change the due date to September 1, 2022. Councilor Hoey made a motion seconded by Councilor Stevens to authorize Supervisor Pollard to sign the Contract with Marcellus Youth Soccer (as amended).

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

NEW BUSINESS:

Set dates for Spring Trash Days: Councilor Stevens made a motion seconded by Councilor Curtin to set the Spring Trash Days for the following dates: April 29, April 30, May 6, May 7, May 13 and May 14th 2022. The times will be 8:00 am – 12:00 noon. The price of tickets and Electronics will be on the Agenda for March 2, 2022. Also, Sandy Taylor, Town Clerk, will contact Pro-Shred to check on that price and availability.

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

Contracts for 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.

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

The Party Nuts	June 23, 2022	\$600
Red Spider	July 28, 2022	\$400
The Fab Cats	Aug. 4, 2022	\$600

Approve Justice Court Books: Supervisor Pollard has audited the Justice Court Books and found everything to be up-to-date and very well organized. Councilor Hood made a motion seconded by Councilor Curtin to approve the audit of the Court Clerk's books for 2021.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Cleaning of Town Hall: Supervisor Pollard received two quotes from cleaning companies for cleaning of the New Town Hall. Sandy Taylor, Town Clerk, reached out to a number of other Towns for their recommendations and none came back very favorable. The two that Supervisor Pollard received were from Solely Clean for \$720/week which works out to \$37,440 per year and one from King of the Mountain (the same people we use now) at \$200/week which works out to \$10,400 per year. Councilor Curtin made a motion seconded by Councilor Hood to have King of the Mountain do the cleaning of the new Town Hall for \$200/week.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Comprehensive Plan: Supervisor Pollard has been talking with the representative from Bergmann's for the Comprehensive Plan. The representative would like to have a kick-off meeting on March 10th. As Supervisor Pollard learns more, she will let the Board know.

Town Hall: Supervisor Pollard stated that the Highway Department came and cleaned out the basement. Councilor Stevens made a motion seconded by Councilor Hood to approve the following for electronics waste.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

The list was approved obsolete by our IT person, Pete Knowles:

Dell Monitor #CN-OG434H-74443-89G-G688
HP 1320 Printer – Q5928A Toshiba #CNHC5BC185
HP Printer – S/N CN5& Kfx22x
Dell Keyboard - CN-07N242-38842-35L-5724
HP Printer – S/N P2AH50X2XH
DEC Data Max Printer – S/N 3475649 (DEC did not want back)
HP Scantel 5470 – C/N CN255171P
HP Laserjet Printer – S/N MY5CD5R04G
HP Laserjet Printer Pi505 S/n VND:G19828
HP M201 dw Printer S/N VNB3C26892

Discussion Agenda: Supervisor Pollard suggested that we change the March 2, 2022 meeting to March 9, 2022 as we will be in the middle of moving into the new Town Hall. After some discussion, it was decided to keep the meeting on March 2, 2022.

There will be a walk-through of the new Town Hall on Tuesday, February 22, 2022 at 10:00 with the Architect, Supervisor Pollard, Don MacLachlan and if any of the Board Members would like to go.

Supervisor Pollard will be meeting with a representative from Messenger (the new Phone people) on Friday, February 18, 2022 to make sure enough phones are ordered for each office.

Joe DeSantis, from Syracuse Office Equipment, stated that they will be here on February 28, 2022 and it should probably take about 4 days to set up all the new furniture and move the furniture from the current Town Hall to the New Building.

It was suggested that at some point, tablets be purchases for the board members as they are set up to have them in the New Town Hall and there will also be a projector and screen so that residents will be able to see everything that the Board sees.

Supervisor Pollard stated that on the March 2, 2022 agenda, there will be a Balance of the Reserves and Funds that the Town has.

Supervisor Pollard contacted a company that can clean out the files from the basement. They charge \$1,800 to clean out the boxes from the basement. They suggested that the boxes be moved over then call them to do the cleaning.

Supervisor Pollard stated that the Court has received \$14,000 from JCAP. She had requested \$23,000, but will figure out how to divide the money, as she had specific requests when she applied.

Mark Delasin, President of the Fire Department, handed out the Financial to the Board. Councilor Stevens stated that she would like to receive them monthly.

Jim Rossiter suggested that the Town Employees start paying the Fire Department bills. Mr. Delasin stated that he would consider talking with Supervisor Pollard about this.

The Board received all the Financials from MAVES.

Sign on South Street: To discuss the sign on South Street, the Attorney suggested an Attorney/Client meeting.

Adjournment: Councilor Stevens made a motion seconded by Councilor Hood to adjourn the Town Board Meeting at 7:40 pm.

Ayes- Pollard, Stevens, Hoey, Curtin and Hood

Respectfully Submitted,

Sandy Taylor
Town Clerk