

Marcellus Town Board Meeting  
Wednesday, July 6, 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, July 6, 2022 in the Town Hall, 22 East Main Street, Marcellus, New York.

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

**Also Present:** John Houser, Codes Officer; Karen Cotter, Clerk for Planning/Zoning/ Codes; Sandy Elsey, Clerk for Parks/Recreation Department; Phil Coccia, Recreation Director; Don MacLachlan, Highway Superintendent; Jim Gascon, Town Attorney; Stacy Marris – Attorney at Costello, Cooney & Fearon; Chris Christensen, Jeff Berwald, William Southern, Gary & Linda Wilcox, Tom Reiley, Reagan Insurance; Mark Delasin, Marcellus Fire Department; Ryan Coon, Marcellus Fire Department; Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

**Minutes:** Councilor Curtin made a motion seconded by Councilor Hood to waive the reading and accept the Town Clerk’s minutes for the June 1, 2022 Town Board Meeting and the Deputy Town Clerk’s minutes for the June 15, 2022 Workshop Meeting.

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

**Monthly Activity:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #7 as of July 1, 2022. Claim #'s 153747-153753, 153762-153816, 153818-153829, 153834-153835.

<u>Expenses</u>	
General Fund	\$ 27,930.51
Part Town General	1,404.36
Town Wide Highway	144,090.48
Part Town Highway	\$ <u>89,049.98</u>
Total	\$ 262,475.33

Board Members were given the Activities Report as of June 28, 2022, Fiscal Year 2022 Period 6

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,797,944.93)	715,584.67
Part Town General	( 207,973.00)	86,716.49
Town Wide Highway	( 590,145.11)	111,103.69
Part Town Highway	( 367,488.45)	101,833.07
Capital Projects	( 296,807.95)	653,781.60
Fire District	( 399,805.17)	282,081.25
Hydrant Fund	( 2,926.78)	1,548.07
Ambulance Fund	( 317,172.94)	160,117.75
Sewer District	( 200,323.79)	200,321.00
Water District	( 165,308.32)	81,949.75

Bills paid between meetings:

The following bills were paid on June 23, 2022:

<u>Voucher</u>	<u>Vendor</u>	<u>Amount</u>
153729	Comp Alliance	\$20,963.75
153730	Excellus BC/BS	418.22
153731	Excellus BC/BS	418.22
153732	Excellus BC/BS	209.11
153733	Excellus BC/BS	209.11
153734	Simply Prescriptions	709.14
153735	Simply Prescriptions	709.14
153736	Excellus BC/BS	16,984.90

The following bill was paid on June 29, 2022:

<u>Voucher</u>	<u>Vendor</u>	<u>Amount</u>
153817	Selective Ins.	\$212

**Bank Balances:** The Bank Balances for May 2022 are \$5,136,749.34

Councilor Stevens made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers as of July 1, 2022, the Activities Report as of June 28, 2022, the bills paid on June 23 and June 29, 2022 and the Bank Balances for May 2022.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

**New Town Hall:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #7 as of July 1, 2022. Claim #'s 153830-153833.

**Expenses**

Capital Projects \$11,678.61

Councilor Stevens made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers (New Town Hall) as of July 1, 2022.

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

**OLD BUSINESS**

**Sign Law- SEQR:** There was a discussion on if “Real Estate” signs should be included in the Temporary Section of the Law. After some discussion, Stacy Marris, Attorney at Costello, Cooney & Fearon, went through the SEQR (Short Environmental Assessment Form). Councilor Hood made a motion seconded by Councilor Curtin to authorize Supervisor Pollard to sign the SEQR Forms regarding the “Sign Law”.

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

**TOWN BORD RESOLUTION  
INTRODUCING LOCAL LAW B-2022  
TOWN OF MARCELLUS**

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said Town, County of Onondaga, State of New York, on July 6, 2022, at 6:30 P.M., there were:

<b>PRESENT:</b>	Karen Pollard Jamie Curtin Gabe Hood Terry Hoey Laurie Stevens	Supervisor Councilor Councilor Councilor Councilor
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**WHEREAS**, Councilor Hoey introduced proposed Local Law No. B-2022, “Amending Chapter 235 (“Zoning”) of the Code of the Town of Marcellus to Repeal/Amend Certain Provisions Pertaining to Signs and to Include Section 235-26.1 (“Signs”),” and made the following motion, which was seconded by Councilor Curtin.

**WHEREAS**, Local Law No. B- 2022 relates to promoting and protecting the public health, safety and welfare of the Town by regulating existing and proposed signs located within the corporate limits of 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; and it is further

**RESOLVED**, that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. B-2022 at the Marcellus Town Hall located at 22 East MainStreet in the Town of Marcellus on August 3, 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:

<b>VOTE:</b>	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:** July 6, 2022

**Resolution – Speed Limit Reduction – Seal Road:**

**TOWN OF MARCELLUS  
TOWN BOARD RESOLUTION**

**RESOLUTION OF THE TOWN OF MARCELLUS TOWN BOARD  
IN SUPPORT OF A SPEED REDUCTION FOR PORTIONS OF SEAL ROAD  
IN THE TOWN OF MARCELLUS**

**DATED: July 6, 2022**

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said Town, County of Onondaga, State of New York, on July 6, 2022, at 6:30 p.m., there were:

<b>PRESENT:</b>	Karen Pollard	Town Supervisor
	Jamie Curtin	Councilor
	Gabe Hood	Councilor
	Terry Hoey	Councilor
	Laurie Stevens	Councilor

**WHEREAS**, Mr. Bruce Raymond, of 2957 Seal Road, Marcellus, New York 13108, is pursuing a subdivision of his property, which would include a new driveway on the newly created lot; and

**WHEREAS**, Mr. Raymond commissioned a Driveway Sight Distance Review performed by GTS Consulting, dated May 24, 2022, a copy of which is attached herewith, which demonstrates that the current speed limit on Seal Road, between its intersection with Rockwell Road and its intersection with Route 174, would not allow enough site distance for Mr. Raymond's new driveway; and

**WHEREAS**, the Town of Marcellus Town Board has reviewed the Driveway Sight Distance Review as submitted by Mr. Raymond; and

**WHEREAS**, the Town of Marcellus Town Board is familiar with said portions of Seal Road and knows that there exists a significant downhill grade on Seal Road, from its intersection with Rockwell Road and its intersection with Route 174;

**WHEREAS**, the Town of Marcellus Town Board desires to act in the interest of the health, welfare and safety of its residents.

**WHEREAS**, the adoption of said Resolution is a Type 11 action under the State Environmental Quality Review Act, thereby concluding the environmental review of the same.

**NOW, THEREFORE**, upon motion of Councilor Stevens, seconded by Councilor Hood, it is hereby

**RESOLVED** that the Town of Marcellus Town Board hereby expresses its full support to have the speed limit for said portions of Seal Road reduced from 55 mph to 40 mph.

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

<b>VOTE:</b>	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:** July 6, 2022

## **NEW BUSINESS**

**Insurance – Tom Reiley:** Tom Reiley from Reagan Insurance spoke to the Board and residents about the cost of insurance for the buildings and equipment in the Town of Marcellus. The insurance cost will go up about 5% but we also are insuring the new Town Hall as opposed to the old Town Hall. Don MacLachlan, Highway Superintendent, asked if the new Salt Shed should be insured, as it is much bigger than the old one. Tom Reiley will take a look at that. Councilor Stevens made a motion seconded by Councilor Curtin to renew the insurance for the buildings and equipment with Reagan Insurance.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

**Stormwater- John Houser:** John Houser, Codes Officer, explained to the Board and residents that new permitting requirements will require MS-4 municipalities to have mapping completed and information collected in one place. NYS DEC Division of Water, is applying for a grant for this project. Councilor Hood made a motion seconded by Councilor Hoey authorizing Supervisor Pollard to sign the Letter of Intent for the Water Quality Improvement Project for the MS4 Mapping Project.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

**Fire Department – Hot Water Tank Request:** Mark Delasin, Marcellus Fire Department, presented to the Board three (3) quotes to replace a Water Heater that broke at the Fire Department. The quotes are:

Card Plumbing	\$5,500.00
Bauer Bros.	\$5,532.45
CKH Plumbing, Inc	\$6,590.00

Councilor Hoey made a motion seconded by Councilor Curtin to approve the Fire Department to replace an 80- gallon Water Heater and remove the old one. This will be done through Card Plumbing at a cost of \$5,500. Mr. Delasin asked if they could use Building Reserve for this and the Board agreed.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

**Comp Alliance Safety Training:** There will be a Zoom Safety Training on August 17, 2022 at 10:00 for anyone who wants to join. You can also sign-up on your own and do it individually.

**NYS Department of Labor:** A letter was received from the NYS Dept of Labor from a Mr. Ronald P. Russell. He would be willing to come and explain the guidelines and requirements related to public works contracts. He stated that the meeting usually takes about one hour and to have questions ready.

### **Reports from Department Heads:**

**Parks/Rec:** Phil Coccia, Recreation Director, stated that the Park is very busy. “Teal there’s a Cure” walk/run was a big success. He would like to thank Don Maclachlan, and the Highway Department with all their help with cones for the race. Mr. Coccia also thanked Don MacLachlan and the Highway Department for their help with and electrical line at the Grove Pavilion.

Sandy Elsey, Secretary for Parks/Rec: stated that the recreation programs are going very well. They just finished the Hoop Mania with 80 participants, there are about 150 kids signed up for the Recreation Program and 40 are signed up for the Kindergarten Camp. Sandy also stated that there will be some field trips coming up.

**Codes:** John Houser, Codes Officer, stated that in June he did 16 building permits,3 complaints, 3 violations and 1 inspection request. He also has been dealing with several zoning matters and noise complaints.

**Highway:** Don MacLachlan, Highway Superintendent, stated that they have been busy with paving and installing pipes in the Knolls.

**Town Clerk:** Sandy Taylor, Town Clerk, presented to the Board a monthly statement of all the income and what checks had to be paid out of the Town Clerk's office for June 2022.



Supervisor Pollard asked if the Board would like to receive all the papers that come in the packets now that everything is on the screen. After some discussion, it was decided that the packets would now only include what ever back up is needed for discussion. The minutes and vouchers will no longer be in the Board member's packets. There will still be packets available with everything in them for the public.

**Residents Comments:** Mark Delasin, President of the Marcellus Fire Department, presented to the Board the Financials from May 2022 for the Marcellus Fire Department. The Board advised him that as soon as he receives them, he could forward them to the Town Clerk, and she will send them onto the Board. That way the Board would have time to review them.

**Adjournment:** Councilor Stevens made a motion seconded by Councilor Hood to adjourn the Town Board Meeting at 7:45 pm.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk