

MARCELLUS TOWN BOARD
WORKSHOP MEETING
Wednesday, January 18, 2023

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, January 18, 2023, 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: Don MacLachlan, Highway Superintendent; Mike Ossit, Deputy Highway Superintendent; Phil Coccia, Recreation Director; Jim Rossiter, Park Crew Leader; John Houser, Codes Officer; Jim Gascon, Town Attorney; Steve Knapp, Director of MAVES; Pete Knowles, IT Person; Jeff Berwald, Bill Southern, Linda Wilcox, Will Kirk, Rosemary Tozzi, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Public Hearing – 2023 Fire Department Contract: Supervisor Pollard opened the Public Hearing for the 2023 Fire Department Contract and asked if anyone had anything to say about it. Councilor Curtin, Liaison for the Fire Department, stated that he talked with the President of the Fire Department, and they are fine with the contract, but couldn't be here tonight. They will sign it and send it over to the Town. Jeff Berwald, 18 Paul Street, asked if the Town knew about a Fire Truck that the Fire Department purchased and also asked if the Town is receiving the financials in a timely manner. Supervisor Pollard did say the Town is aware of the truck purchase. The financials are coming a little more frequently. Supervisor Pollard also explained that anything the Fire Department does to the building over \$5,000 has to go through the Board. There were no other comments regarding the 2023 Fire Department Contract. Councilor Curtin made a motion seconded by Councilor Stevens to close the Public Hearing at 6:35 pm.

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

Councilor Curtin made a motion seconded by Councilor Hoey authorizing Supervisor Pollard to sign the 2023 Agreement with the Marcellus Fire Department.

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

Public Hearing – 2023 MAVES Contract: Supervisor Pollard opened the Public Hearing for the 2023 MAVES Contract at 6:35 pm. Steve Knapp, Director of MAVES, stated that the contract was good. He explained there have been a lot of calls. Whenever there are Hospital waits, that creates more problems. Supervisor Pollard stated that the reports are coming in in a timely manner. There were no other comments either for or against the Contract. Supervisor Pollard made a motion seconded by Councilor Stevens to close the Public Hearing at 6:40 pm.

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

Councilor Stevens made a motion seconded by Councilor Curtin authorizing Supervisor Pollard to sign the 2023 Agreement between the Town of Marcellus and MAVES.

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

Abstract of Audited: The Abstract of Audited Vouchers (2022) was given to the Board Members as submitted by the Town Clerk. Abstract #12 as of January 17, 2023. Claim #'s 154620-154637, 154654-154655, 154662-154667.

	<u>Expenses</u>
General Fund	\$ 5,684.29
Part Town General	2,810.43
Town Wide Highway	<u>14,478.86</u>
 Total	 \$22,973.58

The Abstract of Audited Vouchers (2023) was given to the Board Members as submitted by the Town Clerk. Abstract #1 as of January 17, 2023. Claim #'s 154638-154651, 154656-154661.

	<u>Expenses</u>
General Fund	\$ 5,052.78
Part Town General	21.55
Town Wide Highway	1,395.24
Fire District	5,980.00
Trust & Agency	<u>1,093.34</u>

Total \$13,542.91

Councilor Hood made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers for 2022 and 2023, as of January 17, 2023.

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

Peter Knowles – IT Person: Pete Knowles, the Town’s IT person, gave a brief rundown of what happened in December with the Computers. After the Court’s IT support staff investigated the Court’s computers, they advised to replace the Court’s PC’s. This led Mr. Knowles to suggest that the town replace the older computers and refurbish the newer computers. Mr. Knowles also noticed that the server wasn’t working correctly and suggested that the Town replace that. Once, the new computers were in, and the server was up, Mr. Knowles worked with each vendor so that the Office could again start operating. With all the new equipment, the Town’s IT infrastructure will have more self-protections going forward. More network activity will be able to be monitored for suspicious indicators. The migration of email services out of the network to the Office 365 cloud makes the Town network a bit simpler and reduces its security exposure. Mr. Knowles recommendations are: 1) Computer literacy and cybersecurity awareness training for staff and 2) increased routine additional IT review and maintenance.

Highway Inventory: Councilor Stevens made a motion seconded by Councilor Hood to approve the inventory list from the Highway Department. Every year they provide a list of the equipment they have to the Board for the insurance. Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

Agreement for the Expenditure of Highway Moneys (added Item): Every year the Town receives an Agreement for the Expenditure of Highway Moneys between the Town and Onondaga County. This Agreement is signed by all the Board Members and the Highway Superintendent. It is an overview of some of the work to be done with the possibility of State Aid for the repair and improvement of highways. Supervisor Pollard made a motion seconded by Councilor Hoey to approve the Town Board to sign the Agreement for the Expenditure of Highway Moneys.

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

Siemens-Fire Alarm Monitoring and Service Agreement: Councilor Stevens made a motion seconded by Councilor Curtin authorizing Supervisor Pollard to sign the

Fire Alarm Monitoring & Service Agreement with Siemens. The agreement is for one-year at a cost of \$1,817.00.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

TDK Engineering Contract: Councilor Curtin made a motion seconded by Councilor Hood authorizing Supervisor Pollard to sign the Engineering Service Agreement between TDK Engineering and the Town of Marcellus. TDK will bill us as they help with projects or attend meetings. The rate for attending a meeting (either Town Board or Zoning) is \$300. Rates, per hour, depend on the title of the person working on projects.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Updates:

The following are updates from Supervisor Pollard regarding items discussed at Previous meetings.

1. Handicapped Accessible Doors will be on the February 1, 2023 agenda
2. There will be a meeting on Thursday, Jan. 19, 2023 with Supervisor Pollard, Don MacLachlan, John Curtin – Village Mayor and Greg Crysler from the Village to discuss the Sewer Agreement between the Village and Town.
3. The next Comprehensive Plan meeting will be held on February 8, 2023.
4. Lori Petrocci, Bookkeeper, printed out a spreadsheet showing what ARPA money has been spent to date. The amount that is left is \$207,000.

Jim Gascon, Town Attorney, stated that Volunteer Responders receive a tax credit already of \$200. The State wants to give 10% credit. He says that the Board should pass a Local Law stating the Town is on board with it. This would be very beneficial if the school also enacted this.

Supervisor Pollard said that Jim Gascon, Town Attorney, sent a letter to the New York State Liquor Authority regarding the Sunset Ridge Golf Club. The letter advises Sunset Ridge Golf Club the Town's objection to the December 12, 2022, application for an expansion of their liquor license. The Town's objection is based primarily upon the fact that the facility operates pursuant to a Special Use Permit granted by the Town in 1997. The Use Permit specifically restricts the

operation of the facility only between the calendar months of April 1st to December 26th. In addition, the property upon which the facility operates currently consists of an illegal subdivision.

Supervisor Pollard received information from the Supervisor's luncheon regarding helping Veterans. Jeff Berwald stated that he is involved in the Legion and would take the information to the next meeting.

Phil Coccia, Recreation Director, said there was a meeting with Supervisor Pollard, Jim Rossiter, Supervisor Pollard and Donna Nolan (from Friends of the Park) regarding benches in the Park. It went very well.

Also, Phil stated that the Park will be receiving some American Chestnut Trees. The American Chestnut Tree is becoming extinct, but the Park has the right soil. The only cost to the Town was soil testing – about \$20.00

Supervisor Pollard said that the Board will be meeting with the Attorney at the conclusion of the Board Meeting.

Adjournment: Councilor Curtin made a motion seconded by Councilor Hoey to adjourn the meeting at 7:20 pm.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Respectfully, Submitted,

Sandy Taylor
Town Clerk