

MARCELLUS TOWN BOARD  
REGULAR MEETING  
Wednesday, May 3, 2023  
6:30 PM

A Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, May 3, 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; John Houser, Codes Officer; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Gary and Linda Wilcox, Mark Delasin, President of Marcellus Fire Department; Bill Southern, Jim Rossiter, Jeremy Perry, Mallory Zabinski, Greg Crysler, Jeff Berwald, Ron and Marie Zamojski, Tristan Becker, Taylor Miceli, Grace Rynkiewicz, Steve Bolewski, Tim and Erica Leubner, Dominic Cataldi, Scott Stearns and Sandy Taylor, Town Clerk.

**Waive the Reading and Accept the Minutes as Presented:** Councilor Curtin made a motion seconded by Councilor Stevens to waive the reading and accept the Deputy Town Clerk's Town Board Minutes from April 12, 2023, and the Town Clerk's Workshop Minutes from April 26, 2023.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

**Monthly Activity:** The Abstract of Audited Vouchers for May 3, was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 1, 2023. Claim #'s 155026-155044.

	<b><u>Expenses</u></b>
General Fund	\$ 79,353.84
Town Wide Highway	5,557.26
Fire District	<u>84,741.25</u>
Total	\$169,652.35

Supervisor Pollard made a motion seconded by Councilor Stevens to hold the check for the Marcellus Fire Department (Voucher 1550030, amount \$84,741.25) because the Town has not yet received the Financials' from the Fire Department.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Board Members were given the Activities Report as of April 28, 2023. Fiscal Year 2023. Period 3

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,236,038.67)	344,075.78
Part Town General	( 204,403.10)	50,432.87
Town Wide Highway	( 453,007.38)	135,803.77
Part Town Highway	( 353,226.75)	11,456.00
Capital Projects	22,373.97	22,373.97
Fire District	( 404,607.81)	91,310.25
Hydrant Fund	( 3,003.35)	1,594.61
Ambulance Fund	( 306,474.28)	78,232.50
Sewer District	( 194,549.19)	199,544.00
Water District	( 174,658.61)	82,807.85

**Bank Balances:**

The total of all the Bank Balances for March 2023: \$5,539,850.95

Councilor Curtin made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers (with the holding of Voucher 1550030) as of May 1, 2023, the Activities Report as of April 28, 2023, and the Bank Balances for March 2023.

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

**Escrow Money for PUD Project:** A discussion ensued regarding the Escrow money for a PUD Project. The Planning Board will be seeking the Escrow amount. Jim Gason, Town Attorney, stated that he reached out to Aupperle Engineering (as our Town Engineer has a close relationship with the Applicant) and is waiting to hear if they would be interested in helping with this issue and give an approximate amount of how much money would be involved to put into the Escrow Account. Hopefully, at the next Planning Board Meeting all the information will be provided and the Planning Board will be able to get back to the Town Board. The Escrow situation will not slow down the project.

**Refund for Special Permit:** Councilor Hoey made a motion seconded by Councilor Stevens to refund \$50 to Peter Beratta that was paid for a Special Permit. The Special Permit is not required for the Project.

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

**Budget Transfer:** Councilor Stevens made a motion seconded by Councilor Hoey to approve a \$3,000 transfer of funds from the Cemetery Reserve Fund (A.882) to Cemetery Contractual (A.8810.4000) for cemetery repairs.

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

**Fire Department:** Supervisor Pollard asked Mark Delasin, President of the Marcellus Fire Department, to come to the front so that everyone could hear him. It was brought to the Town's attention that the Fire Department has been leasing out the kitchen of the Fire Station. Mr. Delasin stated that the catering service they were using was keeping the kitchen in good order for the Health Department. The food trucks cannot use the kitchen equipment at the Fire House. Mr. Delasin, said that when he heard there was a problem they shut it down immediately. The discussion ensued regarding the fact that the Town own's the building, and the Fire Department does not have the right to lease out any part of it. Councilor Stevens stated that the Town is in violation with the Village regarding the Sewer Agreement the Town and Village have. Councilor Stevens asked for a written copy of the agreement with the Food Truck Company that the Fire Department was leasing to. Councilor Hoey emphasized again, that the Fire Department does not have the authority to lease out a Municipal Building. There was also a discussion regarding the Community Room at the Fire Department. Mr. Delasin stated that anyone can rent it out and that there is a charge for it. According to Mr. Delasin, the Attorney for the Fire Department said they were within their rights to rent out the kitchen. Mr. Gascon, Town Attorney, will put in the 2024 contract about the renting out the community room as well as a clause regarding the fact you can't rent out any part of the Fire Department to a Commercial entity.

Councilor Hoey stated that we (the Town Board) want to know if something isn't working correctly so that it can be taken care of since the Town owns the building. In this case, the grease trap is out of service, and a new one needs to be installed. The Board does understand that the building is thirty (30) years old, and that some equipment may need to be updated.

Mr. Delasin stated that he has the financials for the Fire Department. Supervisor Pollard asked him to give them to the Town Clerk. He also stated that the Board should be receiving the financials in a timelier manner as they now have someone in-house taking care of them.

### **Department Reports:**

**Codes:** John Houser, Codes Officer, stated that the no burn ban is still on until May 15, 2023. He stated that he has been issuing quite a few permits for pools and sheds. Very few new dwelling permits.

**Highway:** Don MacLachlan, Highway Superintendent, stated that they are working on the brush pile, oil and stoning roads and trash days.

**Park/Rec:** Phil Coccia, Recreation Director, stated that everything is going well at the Park. The new playground has been installed and the inspectors would be coming in the next day or two. Mr. Coccia, gave a great thank you to the Park Crew and Highway Crew for all the work they did on the playground project and the many other projects that they work together on.

**Town Clerk:** Sandy Taylor, Town Clerk, stated that the Town Clerk's office has been very busy with Trash Permits. Rosemary Tozzi, Deputy Town Clerk, is working out wonderfully and catching on very quickly.

**DISCUSSION AGENDA**

Councilor Hoey mentioned that he came across a website called cleargov.com. It is out of Massachusetts and gives a visual representation of the money coming in and going out for different Towns. He put in Town of Marcellus and noticed the financials from a few years ago. It is very easy to navigate. This is just informative for the Board and Residents.

**Adjournment:** Councilor Curtin made a motion seconded by Councilor Hood to adjourn the Town Board Meeting at 7:15 pm.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Respectfully submitted,

Sandy Taylor  
Town Clerk