

Marcellus Town Board
 Regular Meeting
 Wednesday, August 2, 2023
 6:30 PM

A Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, August 2, 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: Rich Andino (in for Jim Gascon, Town Attorney), Don MacLachlan, Highway Superintendent; Mike Ossit, Deputy Highway Superintendent; John Houser, Codes Officer; Phil Coccia, Recreation Director, Chris Christensen, Gary and Linda Wilcox, Bill Southern, Jim Rossiter, Tom Lathrop, Tim and Erica Leubner, Erik Randall, Chad Clark, Lisa Barbou, Steven Bolewski, Mark Delasin (President of Marcellus Fire Department), Rose Tozzi, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Waive the Reading and Accept the Minutes as Presented: Councilor Curtin made a motion seconded by Councilor Hood to waive the reading and accept the minutes as presented from the July 5, 2023, Town Board Meeting and the July 19, 2023, Workshop Meeting.
 Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

Monthly Activity: The Abstract of Audited Vouchers for August 2, 2023, was given to the Board Members as submitted by the Town Clerk. Abstract #8 as of August 1, 2023. Claim #'s 155387-155441.

	<u>Expenses</u>
General Fund	\$ 35,728.23
Town Wide Highway	1,862.08
Part Town Highway	2,762.02
Fire District	84,741.25
Ambulance Fund	<u>75,000.00</u>
Total	\$200,093.58

Board Members were given the Activities Report as of July 31, 2023. Fiscal Year 2023. Period 7

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,490,778.91)	847,955.88
Part Town General	(209,027.65)	111,113.47
Town Wide Highway	(604,273.62)	250,430.28
Part Town Highway	(353,511.24)	247,914.96
Capital Projects	14,445.96	7,928.00
Fire District	(404,872.22)	186,774.50

Hydrant Fund	(3,005.80)	1,594.61
Ambulance Fund	(306,482.93)	154,848.75
Sewer District	(194,549.70)	194,544.00
Water District	(180,765.03)	82,807.85

Bank Balances:

The total of all the Bank Balances for June 2023 – \$4,915,667.88

Councilor Hoey made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers as of August 1, 2023, the Activities Report as of July 31, 2023 and the Bank Balances for June 2023.

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

OLD BUSINESS

Adopt Local Law 1-2023: Councilor Stevens asked Mark Delasin, (President of the Fire Department) for a list of members that would qualify for the tax credit. She has not received it yet. Councilor Curtin made a motion seconded by Councilor Hood to table adopting the Local Law until we receive the list from the Fire Department.

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

NEW BUSINESS

Contract for maintenance on Heating/AC Units: Councilor Stevens made a motion seconded by Councilor Hood to approve the agreement from Advance Mechanical Services, Inc. for preventive maintenance on the Heating/AC Units in the Town Hall. Advance Mechanical would come two (2) times a year to do the following Preventative Maintenance:

- a. Check heat exchanger
- b. Inspect and replace air filters using MERV 8 filters as required
- c. Inspect and replace belts as required
- d. Clean coils as needed
- e. Check all electrical connections, check amp draws
- f. Check and clean condensate removal systems as required
- g. Force into upcoming season mode and verify proper operation
- h. Advise customer of condition of all included equipment
- i. The price quoted, \$1,277.18, is for the entire calendar year.
- j. Agreement will continue yearly until terminated by either party, in writing, at least 30 days prior to anniversary date.

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

Request from Chamber of Commerce – Haunted House: The Chamber of Commerce is requesting the use of the Park for an Annual Haunted Park on Saturday, October 28, 2023. Last year was the first time they proposed this and it was a huge success. They would like to improve this year’s event to include crafters. They would charge a fee to vendors, including food trucks to help with the cost. The Chamber would like to host a community wide picnic at the park maybe in September of 2024. Supervisor Pollard made a motion seconded by Councilor Curtin to approve the Chamber hosting the “Haunted Park” on Saturday, October 28, 2023 at the Park.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried
Supervisor Pollard just asked that the Chamber keep the Town involved as plans develop.

Lisa Barbou, Secretary for the Chamber of Commerce, stated that they are thinking about a “costume run” maybe the week before. This is still in the planning stages.

Reappointment to Assessment Board of Review: Councilor Hood made a motion seconded by Councilor Hoey to reappoint Steve Cangemi to the Assessment Board of Review for a term of October 1, 2023 – September 30, 2028.

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

Set Dates for Fall Trash Days: Councilor Stevens made a motion seconded by Councilor Curtin to set the fall trash days for Friday’s, September 29 and October 6, 2023; and Saturday’s, September 30 and October 7, 2023 from 8:00 am – 12:00 noon. There will not be a shred truck at the Fall Trash Days.

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

Extension of PUD: PUD (Tim’s Pumpkin Patch): Supervisor Pollard stated that there has been no report from the Engineer yet regarding Tim’s Pumpkin Patch. Councilor Stevens made a motion seconded by Councilor Hood to extend the Planning Boards report requirement by 60 days (from August 6, 2023) and to put an extension of 60 days (on the 180 days) response from the Town Board.

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

Set Budget Meeting Dates: Supervisor Pollard explained that Lori Petrocci, Bookkeeper, would like to have the Tentative Budget to the Board at the August 16, 2023 meeting. Supervisor Pollard made a motion seconded by Councilor Hood to schedule the Budget Meetings on Wednesday, August 30, 2023 at 4:00 pm and Wednesday, September 13, 2023 at 5:00 pm. The meetings will be held at the Town Hall.

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

DEPARTMENT REPORTS

Codes Office: John Houser, Codes Officer, stated that he has done about 70 permits to date. He will be talking to the board about raising the rates on Permits.

Highway: Don MacLachlan, Highway Superintendent, stated that they have finished paving in the Grove area.

Highway Transfer: Councilor Stevens made a motion seconded by Councilor Curtin to approve a transfer of funds in the amount of \$90,000 from the Highway Townwide Fund Balance (DA909) and place it in the Machine Equipment Line (DA.5130.2000) for the purchase of a new 2024 payloader.

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

Parks/Rec: Phil Coccia, Recreation Director, stated that the Park has been very busy. He is also thinking about increasing fees for Pavilion rentals, especially if there is a Corporate event at one of them.

Town Clerk: The Board received the Town Clerk's Monthly report. Hunting and Trash Days will be picking up again.

DISCUSSION AGENDA

Supervisor Pollard mentioned that Mr. Rivette is doing a great job in the Cemetery cleaning up the stones. Some of the stones are underneath the Sod. Supervisor Pollard's brother -in -law, Doug Nightingale, would be willing to go and look for some of the ones that have the sod grown over them. Phil Coccia said that Chris Ramsden, from the Park, would help him.

Comprehensive Plan: Supervisor Pollard stated that there will be a Comprehensive Plan Meeting on Tuesday, August 8, 2023, at 6:30 pm.

Councilor Hoey asked about the Water District Meeting near Brewer Road in Marietta. Supervisor Pollard explained that the residents would have to sign a petition.

Tim and Erica Leubner: They stated that they usually open the Pumpkin Patch in about a month, and they have been having people ask about it. They are wondering what to do? Supervisor Pollard stated that this is a Planning/Zoning Board question.

Fire Department: Mark Delasin asked about an update on the kitchen at the Fire Department. Councilor Hood has spoken with Ryan Coon. TDK is going to design the outside on where the Grease Trap would be placed.

Mark Delasin gave Supervisor Pollard a list of the Active Members of the Fire Department, which we need addressed so that the Assessor can evaluate the cost.

ADJOURNMENT: Councilor Curtin made a motion seconded by Councilor Steven to adjourn the Town Board Meeting at 7:30 pm.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk