

Town of Marcellus
Workshop/End of Year Meeting
Wednesday, December 27, 2023
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, December 27, 2023, in the Town Hall, 22 East Main Street, Marcellus, New York.

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

Also Present: John Houser, Codes Officer; Phil Coccia, Recreation Director; Mike Ossit, Deputy Highway Superintendent; Jerry Wickett, Chairperson of Planning Board; Tom Lathrope, Gary & Linda Wilcox, Bill Southern, Jim Rossiter, Jim Gascon, Town Attorney; and Rosemary Tozzi, Deputy Town Clerk.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 27, 2023. Claim #'s 155972 – 155978, 155988-155996, 156001-156005, 156007-156012, 156021-156034, 156037-156045, 156055-156060.

	<u>Expenses</u>
General Fund	\$37,638.57
Part Town General	2,179.78
Town Wide Highway	9,491.47
Part Town Highway	3,095.15
Trust & Agency	<u>2,500.00</u>
Total	\$54,904.97

Councilor Hoey made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers as of December 27, 2023.

Ayes – Pollard, Hoey, Hood and Stevens

Carried

OLD BUSINESS - Nothing

NEW BUSINESS

Funds Transfer- Park: Supervisor Pollard spoke with Lori Petrocci about the Marcellus Park Salary transfers. Lori has already completed those transfers throughout the year to ensure there

was enough money to cover salaries. Phil Coccia, Recreation Director stated that the transfers were necessary due to increasing staff for large events.

Councilor Hoey made a motion seconded by Councilor Hood to approve the transfer of funds when Lori Petrocci receives the approved AUD: A.2001 Recreation Revenue \$30,000 to Park Capital Reserve, A.2025 Pavilion Revenue \$10,000 to Park Capital Reserve and A.2089 Adult Recreation Revenue \$5,000 to Cemetery Capital Reserve.

Ayes – Pollard, Hoey, Hood and Stevens

Carried

Deputy Town Clerk Appointment: Councilor Stevens made a motion seconded by Councilor Hoey to accept the appointment of Suzanne Tobin as the Deputy Town Clerk. The Deputy Town Clerk is a part time position at 19 hours per week paying \$18.00 per hour.

Ayes – Pollard, Hoey, Hood and Stevens

Carried

Future Steps for the Comprehensive Plan: Supervisor Pollard presented the Town Board with a plan for the next steps required to complete the Comprehensive Plan. The Town Board was present with the preliminary plan to review. The steps that need to be completed are: Advertise Public Open House, Public Open House/Committee Public Hearing, County Referral, SEQR Long Form EAF, Advertise Public Hearing, Town Board Public Hearing/SEQR Negative Declaration and Town Board Adoption. All dates are yet to be determined. A copy of the Comprehensive Plan will be made available to the public on our website.

DISCUSSION AGENDA: Phil Coccia, Recreation Director asked Councilor Stevens when the Town Board will be conducting interviews for the Town Board open seat. Councilor Stevens said the interviews will be conducted in the first week of January.

Councilor Hoey asked when the last time the Town website was redesigned to make it more user friendly.

Supervisor Pollard thanked the Town Board and residents of Marcellus for all their support during her time with the Town of Marcellus.

Phil Coccia, Recreation Director thanked Supervisor Pollard for doing a wonderful job and helping him throughout the years.

Bill Southern thanked Supervisor Pollard for her hard work and dedication to the residents of Marcellus.

Adjournment: Councilor Hoey made a motion seconded by Councilor Stevens to adjourn the Town Board Meeting at 7:09 PM.

Ayes – Pollard, Hoey, Hood and Stevens

Carried

Respectfully Submitted

Rosemary Tozzi
Deputy Town Clerk