

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

Call to Order

Salute to Flag

1. Waive the Reading and Accept the Minutes

11. Approve Monthly Financials

111. OLD BUSINESS

A. Adopt Local Law 1-2023

1V. NEW BUSINESS

- A. Contract for maintenance on Heating/AC Units
- B. Request from Chamber of Commerce – Haunted House
- C. Reappointment to Assessment Board of Review
- D. Set date for Fall Trash Days
- E. Extension of PUD's
- F. Set Budget Meeting Dates

V. Reports from Department Heads

- A. Codes
- B. Highway
- C. Parks/Rec
- D. Town Clerk – Monthly Report

VI. Discussion Agenda

V11. Adjournment

FUTURE MEETING DATES

Planning/Zoning Board Meeting – Monday, August 7, 2023 – 6:30 pm – Town Hall

Workshop Meeting – Wednesday, August 16, 2023 – 6:30 pm – Town Hall

Town Board Meeting – Wednesday, September 6, 2023 – 6:30 pm – Town Hall

Marcellus Town Board
 Regular Meeting
 Wednesday, July 5, 2023
 6:30 PM

A Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, July 5, 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; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Jim Rossiter, Gary and Linda Wilcox, Bill Southern, Erica Leubner, Steve Bolewski, Rosemary Tozzi, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Waive the Reading and Accept the Minutes as Presented: Councilor Stevens made a motion seconded by Councilor Hood to waive the reading and accept the minutes from the June 7, 2023, Town Board Meeting and the June 21, 2023 Workshop Meeting.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Monthly Activity: The Abstract of Audited Vouchers for July 5, 2023, was given to the Board Members as submitted by the Town Clerk. Abstract #7 as of July 3, 2023. Claim #'s 155265-155305.

<u>Expenses</u>	
General Fund	\$21,734.20
Part Town General	48.02
Townwide Highway	231.78
Part Town Highway	<u>390.74</u>
Total	\$22,404.74

Board Members were given the Activities Report as of June 29, 2023. Fiscal Year 2023. Period 6.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,430,807.33)	\$746,524.08
Part Town General	(207,606.45)	97,550.64
Town Wide Highway	(604,237.42)	249,402.06
Part Town Highway	(353,261.82)	220,160.99
Capital Projects	14,445.96	7,928.00
Fire District	(404,785.48)	186,774.50
Hydrant Fund	(3,004.99)	1,594.61
Ambulance Fund	(306,480.41)	154,848.75

Sewer District	(194,549.53)	194,544.00
Water District	(180,722.37)	82,807.85

Bank Balances:

The Total of all the Bank Balances for May 2023 - \$5,144,687.55.

Councilor Hoey made a motion seconded by Councilor Curtin to approve the Abstract of Audited Vouchers as of July 5, 2023, the Activities Report as of June 29, 2023 and the Bank Balances for May 2023.

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

OLD BUSINESS

Agreement with County – Community Development Grant: Supervisor Pollard has talked with the Village Clerk, Charnley Abbott, as the Village has done many Community Grants. Jim Gascon, Town Attorney, stated to the Town Board Members that the Town is liable if something were to happen at the Moondance. Courtney Hourigan, Owner of the Moondance, will let the Town know when the work is done, the Town then sends the paperwork to the County. The County sends a check to Ms. Hourigan, and she will be paying the remainder. Councilor Hood made a motion seconded by Councilor Curtin to authorize Supervisor Pollard to sign the Agreement with the County for the Community Development Grant.

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

NEW BUSINESS

Insurance Renewal: The Board was given a sheet regarding the insurance for the buildings, truck and equipment from Reagan’s Insurance. The total amount went up 4.12% for the year. Councilor Stevens made a motion seconded by Councilor Hood that the Town renew the insurance through Reagan.

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

Fund Transfer – Park: Councilor Curtin made a motion seconded by Councilor Hoey to approve Mr. Coccia’s request for a Fund Transfer. Mr. Coccia’s request is to transfer funds (not to exceed \$20,000) from the Park Capital Reserve Fund (A.878) to Special Facilities (A.7110.2100) for the addition of Park Equipment.

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

TDK Agreement – Grease Trap Replacement Program: A Contract Agreement from TKD Engineering Associates, PC was received regarding the Grease Trap Replacement at the Fire Department. The grease trap that is at the Fire Hall now was installed in the early 1990’s and has deteriorated and is no longer functional. TDK will work with the Town to prepare the design of an updated system, consistent with Onondaga County Department of Health regulations and standards. The proposed unit will be located outside the building footprint. Councilor Stevens made a motion seconded by Councilor Hoey to authorize Supervisor Pollard to sign the Agreement with TDK Engineering for the Grease Trap Replacement at the Fire Department.

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

Report – Test and Maintenance of Backflow Prevention Device: The Town Hall has two (2) Backflow Prevention Devices that must be checked every year. One of the devices didn't meet the requirements, the other one did. Tartan Mechanical, LLC, sent an estimate and invoice to replace one device that failed. The technician that came to inspect the devices did say that he had seen devices come right out of the box and not work correctly. Councilor Stevens made a motion seconded by Councilor Hood to authorize Supervisor Pollard to contact Tartan Mechanicals, LLC and get a new device ordered for the Backflow Prevention.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

DEPARTMENT REPORTS

Codes: John Houser, Codes Officer, provided the Board with a monthly report on how many permits were issued to date.

Highway: Don MacLachlan, Highway Superintendent, stated that the Highway Department crew is working on mowing and brush. He also stated that the Onondaga County Department of Transportation would like to hook into the sewer. This is something that will have to be talked about and a maintenance fee would have to be set up to pay the Village.

Park & Rec: Phil Coccia, Recreation Director, stated that the Park has been very busy, the recreation program for kids has started and there have been two concerts so far with a good turnout. Also, the "Teal there's a Cure" run took place in Marcellus Park and the surrounding area.

Town Clerk: The Town Clerk reported on her Monthly report for June. Things are quieting down now that Spring Trash Days are over. Will pick up again for Hunting and Fall Trash Days.

DISCUSSION AGENDA:

Supervisor Pollard mentioned that Tom Riley, Reagan's Insurance, will be retiring. He has been our representative for several years.

Supervisor Pollard spoke with Jeff Lowe, Town Assessor, regarding the number of volunteer Fire Fighters that would be affected with the Tax Credit. We are waiting on a list from the Fire Department.

ADJOURNMENT: Councilor Hood made a motion seconded by Councilor Curtin to adjourn the Town Board Meeting at 7:00 PM.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk

Town of Marcellus
Workshop Meeting
Wednesday, July 19, 2023
6:30 pm

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, July 19, 2023, in the Town Hall, 22 East Main Street, Marcellus, New York.

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

Also Present: Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; John Houser, Codes Officer; Jim Gascon, Town Attorney; Gary and Linda Wilcox, Bill Southern, Steven Bolewski, Tom Lathrop, Mark Delasin, Fire Department; Erica Leubner, Rosemary Tozzi, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Supervisor Pollard announced that Mr. John Bednarski, a former Town Councilor and Supervisor, has passed away. He served the residents of Marcellus from 1969 – 1990.

Public Hearing – Amending Chapter 212 – Enacting a Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers: Supervisor Pollard opened the Public Hearing at 6:32 pm. She asked if anyone had anything to say either for or against the Local Law. Tom Lathrop, Lathrop Drive, stated that he is in favor of it. He didn't specify any more information. Steven Bolewski, Rose Hill Road, asked if this applies to people only in a primary residence; meaning if they are living at their place of employment does that count as primary residence. Mr. Gascon, Town Attorney, stated that if a person is living at his/her place of employment, that would become their primary residence. There were no other questions or comments. Supervisor Pollard closed the Public Hearing at 6:35 pm.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #7 as of July 17, 2023. Claim #'s 155314-155342, 155344-155370.

<u>Expenses</u>	
General Fund	\$32,012.88
Part Town General	5,295.25
Town Wide Highway	796.44
Part Town Highway	9,048.87
Trust and Agency	<u>1,786.38</u>
Total	\$48,939.82

Councilor Hood made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers as of July 17, 2023. There was mention of a \$660 bill from Barton and Loguidice that was from the meeting regarding the Water District up by Brewer Road.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

OLD BUSINESS

General Municipal Law §239 Referral: Jim Gascon, Town Attorney, received from the Syracuse-Onondaga County Planning Agency that this law would be exempt from referral to the Onondaga County Planning Board. Only local laws relative to land and regulations are referable.

Adopt Local Law 1-2023: Supervisor Pollard made a motion seconded by Councilor Stevens to reschedule the adopting of Local Law 1-2023 until the August 2, 2023, meeting as Councilor Hoey was absent.

Ayes - Pollard, Curtin, Hood and Stevens

Carried

NEW BUSINESS

Court Clerk to Attend Conference: Mary Beth Lollis-Barnell, Court Clerk, requested permission to attend the Court Clerk's Conference to be held Sunday, September 17 – Wednesday, September 20, 2023 at the Turning Stone Resort. The cost (not including mileage) is \$995. Supervisor Pollard explained that anytime there is a conference outside of the County, the Board must give permission to attend. Councilor Curtin made a motion seconded by Supervisor Pollard to allow Mary Beth Lollis-Barnell to attend the Court Clerk's conference from September 17 – 20, 2023 at the Turning Stone Resort.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

Storm Water – John Houser: John Houser presented a few photos taken up at Sage Meadows. There are about 20 swails within the Town. He discussed how the swails were designed. They need to be maintained and inspected every year, which is reported to the State. There are several pieces on the reports that go to the State and John and the Highway Department work together on them. Supervisor Pollard asked how much time is spent on Stormwater, John responded about two – weeks. Councilor Hood asked him if he ever hears anything back from the State once the report goes in, he does not. Don MacLachlan, Highway Superintendent, stated that they clean them out about every 5 years.

DISCUSSION AGENDA

Supervisor Pollard asked Don MacLachlan if people are still requesting Blue Bins and if they have any. He said they get a few requests periodically. Eventually the Blue Bins are going to be outdated, as more and more Trash Haulers are going to the bigger carts on wheels with lids. Jim Gascon, Town Attorney, stated that with the automatic arms, the companies are saving on Workman's Compensation. Mr. Gascon is also the attorney for OCRRA – and stated that there may be grants available but didn't want to speak too much about this and advised to contact OCRRA. Grant programs award recycling bins to schools, government agencies, colleges and other community organizations.

Don MacLachlan, Highway Superintendent, handed out to the Board a proposal from Advance Mechanical Services regarding the Heating and Air Conditioning system at the Town Hall. They are proposing that they come twice a year to perform preventive maintenance for a yearly cost of \$1,277.18.

This will be put on the August 2, 2023 agenda, to give the Board members time to review the proposal. They have already come once, as there were issues with the air conditioning in some of the offices.

Mark Delasin, President of the Fire Department, gave Supervisor Pollard a list of members eligible for the Tax Exemption and the Financials. There are about 13 properties in the Town of Marcellus that would be eligible. Supervisor Pollard will talk with Jeff Lowe, Town Assessor, on how that will affect the other residents.

A letter was received from a young boy asking if he could sell lemonade in the Park. He was not at the meeting, so no discussion took place.

Supervisor Pollard stated that there would be a short meeting with the Council at the end of the Workshop Meeting.

Phil Coccia, Recreation Director, gave a shout out to the Howlett Hill Fire Department and the Village Police. There were about 200 kids at the park and the Howlett Hill Fire Department was showing them the Fire trucks.

Phil Coccia also stated that the Community Band that is led by Josh Nightingale has about 120 members this year. There will be a concert at the end of the month.

Mark Delasin asked about what is going on with the grease traps at the Fire Department. Councilor Hood stated that he has been in contact with Dave Card. Mr. Delasin stated that whatever they can help with, they will to help keep costs down.

Adjourn: Councilor Stevens made a motion seconded by Councilor Hood to adjourn the Workshop Meeting at 7:05 PM.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk

**TOWN BOARD RESOLUTION
ENACTING LOCAL LAW A-2023
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 August 2, 2023, at 6:30 P.M., there were:

PRESENT:	Karen Pollard	Town Supervisor
	Jamie Curtin	Councilor
	Gabe Hood	Councilor
	Terry Hoey	Councilor
	Laurie Stevens	Councilor

WHEREAS, the following resolution was offered by Councilor _____, who moved its adoption, seconded by Councilor _____, to wit:

WHEREAS, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law titled Local Law No. A-2023, "A Local Law Amending Chapter 212 of the Code of the Town of Marcellus Enacting A Property Tax Exemption For Volunteer Firefighters and Volunteer Ambulance Workers Pursuant to Real Property Tax Law § 466-A," was presented and introduced at a regular meeting of the Town Board of the Town of Marcellus held on June 21, 2023; and

WHEREAS, a public hearing was held on such proposed local law on July 19, 2023, by the Town Board of the Town of Marcellus and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Marcellus in its final form in the manner required by Section 20 of the Municipal Home Rule Law of the State of New York; and

WHEREAS, on June 21, 2023, the Town Board declared itself lead agency and determined that the enactment of proposed Local Law No. A-2023 is an Unlisted Action and issued a negative declaration thus concluding environmental review under State Environmental Quality Review Act; and

WHEREAS, it is in the public interest to enact said proposed Local Law No. A-2023.

NOW, THEREFORE, it is

RESOLVED that the Town Board of the Town of Marcellus, Onondaga County, New York, does hereby enact Proposed Local Law No. A-2023 as Local Law No. __-2023 as follows:

**TOWN OF MARCELLUS
LOCAL LAW NO. __ OF 2023**

**A LOCAL LAW AMENDING CHAPTER 212 OF THE CODE OF THE TOWN OF
MARCELLUS ENACTING A PROPERTY TAX EXEMPTION FOR VOLUNTEER**

**FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS PURSUANT TO
REAL PROPERTY TAX LAW § 466-A**

Be it enacted by the Town of Marcellus Town Board, as follows:

SECTION 1.

So that a new Article VIII of Chapter 212 of the Code of the Town of Marcellus, titled “Volunteer Firefighters and Ambulance Workers Exemption,” is hereby enacted pursuant to Real Property Tax Law Section 466-a, which shall read in its entirety as follows:

“§ 212-24 Legislative Intent.

It is the intent of the Town Board of the Town of Marcellus to provide a real property tax exemption to qualifying volunteer firefighters and volunteer ambulance workers as set forth in Real Property Tax Law § 466-a.

§ 212-25 Authority.

Real Property Tax Law § 466-a authorizes the Town Board to adopt a local law providing a real property tax exemption of up to ten percent of the assessed value of real property owned by the qualifying volunteer firefighters and ambulance workers.

§ 212-26 Grant of exemption.

An exemption of 10% of assessed value of property owned by an enrolled member as set forth below, or such enrolled member and their spouse, is hereby granted from taxation with respect to the real property taxes of the Town of Marcellus as long as eligibility requirements are met.

§ 212-27 Eligibility requirements.

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service provided that:

- A. The property is owned by the volunteer firefighter or volunteer ambulance worker;
- B. The property is the primary residence of the volunteer firefighter or volunteer ambulance worker;
- C. The property is used exclusively for residential purposes;
- D. The volunteer firefighter or volunteer ambulance worker resides in the Town of Marcellus and the Town of Marcellus is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;

E. The volunteer firefighter or volunteer ambulance worker is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and

F. The volunteer firefighter or volunteer ambulance worker meets the minimum service requirement established by the Town of Marcellus, which is hereby established as three (3) years.

§ 212-28 Application.

A volunteer firefighter or volunteer ambulance worker must annually, on or before the applicable taxable status date, file an application for such property tax exemption with the assessor responsible for preparing the assessment roll for the Town of Marcellus, on a form as prescribed by the New York State Commissioner of Taxation and Finance. The Town of Marcellus must maintain written guidelines, available upon request, as to the requirements of an enrolled volunteer member relating to this exemption.

§ 212-29 Certification.

The Town of Marcellus Town Board must annually file with the Town Assessor, prior to the applicable taxable status date, a list of the active volunteer members who are certified to meet the minimum service requirement. Such list must provide, as of the applicable taxable status date, the number of years of service served by each such enrolled member and such enrolled member's address of residence.

§ 212-30 No diminution of benefits.

An applicant who is receiving any benefit pursuant to Article 4 of the Real Property Tax Law as of the effective date of this Article shall not have any of those benefits diminished because of this Article.

§ 212-31 Grant of lifetime exemption.

Any eligible enrolled member who accrues more than 20 years of active volunteer service (as certified by the authority having jurisdiction) shall be granted the 10% exemption as authorized by this Article for the remainder of his or her life as long as his or her primary residence is located within the Town of Marcellus.

§ 212-32 Un-remarried spouse of enrolled member killed in the line of duty.

The un-remarried surviving spouse of a deceased enrolled member killed in the line of duty, as certified by the authority having jurisdiction, is qualified to continue to receive an exemption, as long as the deceased volunteer had been an enrolled member for at least five years and had been receiving the exemption at the time of his or her death.

§ 212-33 Un-remarried spouse of deceased enrolled member.

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, is qualified to continue to receive an exemption, as long as the deceased volunteer had been an enrolled member for at least 20 years and the deceased volunteer and un-remarried spouse had been receiving the exemption at the time of his or her death.”

SECTION 2. Validity and Severability.

If any clause, sentence, paragraph, section, or part of this Local Law is declared by a Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to said clause, sentence, paragraph, section or part of this Local Law.

SECTION 3. Effective Date.

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Municipal Home Rule Law Section 27.

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

VOTE:	Karen Pollard	Town Supervisor	Yes/No
	Jamie Curtin	Councilor	Yes/No
	Gabe Hood	Councilor	Yes/No
	Terry Hoey	Councilor	Yes/No
	Laurie Stevens	Councilor	Yes/No

The foregoing resolution was thereupon declared duly adopted.

DATED: August 2, 2023



ADVANCE

MECHANICAL SERVICES, INC.



Approve Request Changes

Advance Mechanical Services, Inc.

6660 Myers Road

From East Syracuse, NY 13057

(315) 454-5533

www.eriemechanical.com

Quote No. **2012840**

Type Preventative Maintenance

Prepared By Dean Boyd

Created On 07/18/2023

Valid Until 12/31/2023

Marcellus Town Clerk Office

Quote For 24 East Main Street

Marcellus, NY 13108

Description of Work

Labor and material to perform Preventative Maintenance services two times per year as follows:

1. Check heat exchanger
2. Inspect and replace air filters using MERV 8 filters as required
3. Inspect and replace belts as required
4. Clean coils as needed
5. Check all electrical connections, check amp draws
6. Check and clean condensate removal systems as required
7. Force into upcoming season mode and verify proper operation
8. Advise customer of condition of all included equipment
9. Price quoted below is for the entire calendar year
10. PM Agreement shall continue for yearly periods thereafter until terminated by either party, in writing, at least 30 days prior to anniversary date

Services to be completed

GRAND TOTAL \$1,277.18

Other Comments & Files

Files and Photos



07-18-23



07-18-23

Terms and Conditions

Payment is due 30 days from date of invoice.

Approve Quote [Close](#)

Please confirm that you approve this quote. Advance Mechanical Services, Inc. will be notified that you have authorized them to perform this work.

Please make sure your name and email address are correct:

Don MacLachlan highway@marcellusny.com

Enter your purchase order number, if you have one: Checking this confirms that you have read and accepted the Quote Terms and Conditions.

Request Changes to Quote [Close](#)

Enter any parts, services, or labor on this quote that you would like the vendor to change.

Enter any changes on this quote

Powered by 

Date: 7/16/2023

From: Marcellus Chamber of Commerce

To: Marcellus Town Board, Karen Pollard, Supervisor

RE: Annual Haunted Park, and proposing Community Wide Picnic

Dear Karen,

I am writing to you today on behalf of the Marcellus Chamber of Commerce. We once again ask for your, and the Board's, approval to host the Annual Haunted Park, in Marcellus Park on Saturday, October 28th. Last year was a huge success. All the food vendors ran out of food. The Friends of Marcellus Park made a store run to Nojaim's 3 times. The weather was perfect. We had a literal truck load of food that was donated to the Marcellus Food Pantry from donations we received. The park staff were absolutely fantastic. We really could not ask, or hope for, a better group of people to take care of our park. We are extremely thankful.

We want to improve on last year's event and would like to include crafters this year. We did not have enough time to put that together last year. We will be charging a fee to those who would like to participate. In addition, we will be charging other vendors including the food trucks. We want to contribute to the cost of the event in any way we can. We are hoping other community members will volunteer this year and help us come up with other small ways to raise funds. We would like to keep the cost to the community for the event free, but we are considering charging a nominal fee for entry.

We will have at the event:

- Fall crafters
- Food Trucks
- A haunted trail
 - Early open, while still daylight, for the younger children
 - One at dark for the older kids and adults
- Costume Contest
- Possibly a haunted pumpkin trail
- Captain Jack (character actor)

The Chamber will be meeting on this and finalizing plans. We hope that we can present this to the community once again, and very much appreciate your consideration. We look forward to hearing your decision on the Haunted Park.

In addition, the Chamber would like to host a community wide picnic at the park. We spoke to Phil and we think that the best time might be in September. Since time is running short, and the park is pretty booked up for this September, we are hoping to be able to do this next September (2024).

We have many ideas on what would be included, but here are a few of them:

- Families can bring their own cook out/ picnic and use the grills offered in the park
- Friends of the Park will have their concession stand open as well
- Team Tug of War Challenge – fee for team entry
- Pie eating contest – fee for entry
- Team Corn Hole challenge – fee for entry
- Team Pickle Ball challenge – fee for entry
- Kids games and face painting.

This is a work in progress and upon your approval, we will begin to further detail and outline this event. I can be reached at 315-415-6171 and would be available for questions and discussion. Thank you very much for your consideration and the Chamber very much looks forward to hearing your decision.

Sincerely,

Lisa Bardou, Secretary

Chad Clark, President

Reappointment for Board of Assessment Review: Reappoint Steve Cangemi to the Board of Assessment Review for a term of five (5) years. The term goes from October 1, 2023 – September 30, 2028.

INTEROFFICE MEMORANDUM

TO: THE MARCELLUS TOWN BOARD

FROM: LORI PETROCCI
BUDGET OFFICER

SUBJECT: 2024 BUDGET TIMELINE

DATE: JULY 21, 2023

The following is a timeline for the 2024 budget process.

- July 21st – Budget Worksheets were sent to department heads
- August 4th – Budget worksheets due back to the Budget Officer
- August 16th – Tentative Budgets will be distributed to the Board and the Board will set the budget Meetings during the period of August 28th – September 8th
- September 20st – Set date for public hearing on tax cap override (if necessary)
- October 4th – Tentative Budget is presented to the Board
The Tentative Budget may be revised without any action taken
The Tentative Budget is adopted which then becomes the Preliminary Budget

No changes should be made to the Preliminary Budget until a Public Hearing is held

Notice of Public Hearing should be posted at least five days prior to hearing
- November 1st – Public hearing to be held before the Thursday following Election Day, but not beyond this date
 - Final revision of Preliminary Budget prior to adoption of Final Budget
- November 1st – Adoption of Budget – Will be done after the Public Hearing of November 2nd.

Should you have any questions, please let me know.