

Town of Marcellus
Workshop Meeting
Wednesday, August 21, 2024
6:30 PM

Call to Order

Salute to Flag

I. Approve Financials

II. **Old Business**

- A. Tim's Pumpkin Patch PUD
- B. Solar Law
- C. Insurance Renewal
- D. Comprehensive Plan

III. **New Business**

- A. Fall Trash Days
- B. Baltimore Woods
- C. Receive Tentative Budget
- D. Budget Meeting Dates
- E. General Codes- Sign Law update
- F. Brush Grinding Contract- Green Renewable

IV. **Discussion Agenda**

- A. Fire Department

V. **Adjournment**

Future Meeting Dates

Town Board Meeting- Wednesday, September 4, 2024- 6:30 pm- Town Hall
Planning/Zoning Meeting- Thursday, September 5, 2024 - 6:30 pm- Town Hall
Workshop Meeting- Wednesday, September 18, 2024- 6:30 pm- Town Hall

RENEWAL COMPARISON

INSURANCE COMPANY & LINE OF COVERAGE	EXPIRING TERM PREMIUM@ INCEPTION	EXPIRING TERM PREMIUM W/ UPDATED EXPOSURES	QUOTED RENEWAL PREMIUM	PREMIUM DIFFERENCE	NET RATE CHANGE
Insurance Company	Selective Insurance		Selective Insurance		
Property	\$8,265.00	\$8,842.00	\$9,241.00		
State Fee/Tax	\$17.51	\$18.71	\$20.98		
Terrorism	\$288.00	\$308.00	\$323.00		
Total for Line of Coverage	\$8,570.51	\$9,168.71	\$9,584.98	\$416.27	4.54%
Comments:					
	Limit at 07/24/23	Limit at 07/24/24			
Description	Inception	Inception			
Buildings	\$9,798,493	\$10,485,710			
Business Personal Property	\$187,897	\$197,292			
Insurance Company	Selective Insurance		Selective Insurance		
Equipment Floater	\$5,365.00	\$6,447.00	\$6,447.00		
Terrorism	\$188.00	\$226.00	\$226.00		
Total for Line of Coverage	\$5,553.00	\$6,673.00	\$6,673.00	\$0.00	0.00%
Comments: Added: 2023 Doosan Loader #C031, 2024 Western Star #0342/ Removed: 2020 Doosan Loader #0190					
The values at inception were/are:					
	Limit at 07/24/23	Limit at 07/24/24			
Description	Inception	Inception			
Scheduled Equipment	\$1,533,100	\$1,949,301			
Insurance Company	Selective		Selective		
Crime	\$557.00	\$557.00	\$557.00		
Terrorism	\$0.00	\$0.00	\$0.00		
Total for Line of Coverage	\$557.00	\$557.00	\$557.00	\$0.00	0.00%
Comments:					
Insurance Company	Selective Insurance		Selective Insurance		
Crime (Selective ElitePac)	\$50.00	\$50.00	\$50.00		
Terrorism	\$0.00	\$0.00	\$0.00		
Total for Line of Coverage	\$50.00	\$50.00	\$50.00	\$0.00	0.00%
Comments:					

RENEWAL COMPARISON CONTINUED

INSURANCE COMPANY & LINE OF COVERAGE	EXPIRING TERM PREMIUM @ INCEPTION	EXPIRING TERM PREMIUM W/ UPDATED EXPOSURES	QUOTED RENEWAL PREMIUM	PREMIUM DIFFERENCE	NET RATE CHANGE
Insurance Company	Selective Insurance		Selective Insurance		
General Liability	\$7,779.00	\$7,779.00	\$8,348.00		
Terrorism	\$272.00	\$272.00	\$292.00		
Total for Line of Coverage	\$8,051.00	\$8,051.00	\$8,640.00	\$589.00	7.32%
Comments:					
The estimated exposures for each term were/are:					
Classification	Exposure Basis	07/24/23 Estimate	07/24/24 Estimate		
Governmental Population 2,501-10,000	Total Operating	\$908,000	\$908,000		
Street, Road, Highways or Bridges	Each Mile	40	40		
Insurance Company	Selective Insurance		Selective Insurance		
Automobile	\$12,682.00	\$12,527.00	\$13,201.00		
Motor Vehicle Fee	\$120.00	\$120.00	\$120.00		
Terrorism (Mandatory)	Included	Included	Included		
Total for Line of Coverage	\$12,802.00	\$12,647.00	\$13,321.00	\$674.00	5.33%
Comments: Added: 2023 Doosan Loader #0031, 2024 Western Star #0342/ Removed: 2020 Doosan Loader #1010, 2007 International #9878					
The number of power units for each term were/are:					
	No. of Power Units at Inception	No. of Power Units at Inception			
	12	12			
Insurance Company	Selective Insurance		Selective Insurance		
Umbrella	\$9,212.00	\$9,764.00	\$9,693.00		
Terrorism	\$322.00	\$341.00	\$339.00		
Total for Line of Coverage	\$9,534.00	\$10,105.00	\$10,032.00	-\$73.00	-0.72%
Comments:					
Insurance Company	Selective Insurance		Selective Insurance		
Public Officials Liability	\$8,840.00	\$8,840.00	\$8,766.00		
Terrorism	\$0.00	\$0.00	\$0.00		
Total for Line of Coverage	\$8,840.00	\$8,840.00	\$8,766.00	-\$74.00	-0.84%
Comments:					
Insurance Company	Travelers Insurance		Travelers Insurance		
Cyber Liability	\$4,765.00	\$4,765.00	\$4,542.00		
Terrorism		\$0.00			
Total for Line of Coverage	\$4,765.00	\$4,765.00	\$4,542.00	-\$223.00	-4.69%
Comments:					
TOTAL:	\$58,722.51	\$60,856.71	\$62,165.98	\$1,309.27	2.15%

Town of Marcellus

Public Meeting

August 8, 2024 @ 5 PM

August 8, 2024 @ 5 PM

[Faint, illegible text]

Monthly Board Resident

Don Brown Resident

John Brown Resident

Gary ... town resident ... no complete

RESOLUTION OF THE TOWN OF MARCELLUS COMPREHENSIVE PLAN STEERING COMMITTEE TO ENDORSE THE DRAFT COMPREHENSIVE PLAN DATED AUGUST 8, 2024 AND RECOMMEND ITS ADOPTION BY THE TOWN OF MARCELLUS TOWN BOARD

Motion by: Jerry Wickert

Second by: Scott Stearns

WHEREAS, in accordance with the provisions of Section 272-a of New York State Town Law, the Town Board established an advisory Steering Committee to review the Town's existing Comprehensive Plan, adopted in 2001 ("2001 Plan"), and to make recommendations for updates to that Plan for Town Board consideration and adoption; and

WHEREAS, the Comprehensive Plan Steering Committee was comprised of members of the Planning Board, Zoning Board of Appeals, and other community members who represented a broad range of community perspectives; and

WHEREAS, the Steering Committee, supported by Colliers Engineering and Design, reviewed the 2001 Plan and developed a Comprehensive Plan Update setting forth a vision for the Town and identifying goals, objectives and action items regarding rural character preservation; natural resource protection; residential living; support of the local economy; and enhancement of the Town's community resources; and

WHEREAS, throughout the process, the Steering Committee engaged residents of the Town of Marcellus in the planning process by means of a public workshop, a public open house, a public hearing, and information posted on the Town website;

NOW, THEREFORE, BE IT RESOLVED, that the Draft Comprehensive Plan, dated August 8, 2024, as prepared by Colliers Engineering and Design is hereby endorsed by the Comprehensive Plan Steering Committee and is hereby submitted to the Town of Marcellus Town Board for their full consideration and adoption.

MOTION APPROVED BY A VOTE OF 5-0.

Name	Signature	Agree	Disagree	Abstain w/ Reason
JIM MATHER		X		
KAREN POLLARD		X		
SCOTT STEARNS		X		
GARC CHRISTENSEN		X		
JERRY WICKERT		X		

2024 FALL TRASH DAYS

TOWN AND VILLAGE OF MARCELLUS RESIDENTS

DATES AND TIMES: Fridays and Saturdays

September 27th & 28th 8:00 am - 12:00 pm
October 4th & 5th 8:00 am - 12:00 pm

There will be a trash transfer station on the Town property, across from the Town Highway Garage on the East side of Lee Mulroy Road. A user fee will be charged to offset the cost of this service. Permits may be purchased at the Town Clerk's Office, 22 East Main Street, Marcellus, New York during regular office hours, Monday – Friday 9:00 am – 4:30 pm.

PERMITS ARE REQUIRED TO USE THIS SERVICE.

Permit Fees:

Passenger Vehicle	\$15.00 - one load only
Passenger Vehicle	\$25.00 - up to six loads
Pickup Truck or Commercial Van	\$40.00 - up to four loads
Trailers	\$50.00 - up to four loads
Large Vehicle	\$55.00 - up to two loads
Mattress Fee	\$25.00 - per mattress
Tires: Tires up to 19.5" rim diameter only:	\$7.00 Each
Freon Removal:	\$15.00 per unit: Refrigerators, Dehumidifiers, Air Conditioners

ITEMS NOT ACCEPTED

No garbage (food waste) or OCRRA recyclables	No liquids – including paint or hazardous waste
No oil tanks or fuel tanks	No contractor's debris (home projects only)

ALL ITEMS MUST BE SECURED AND COVERED WHEN TRANSPORTING TO TOWN TRANSFER STATION.

Please, no children under 10 years of age allowed out of the vehicles for their Safety.
Please unload and leave as quickly as possible.

Trash information – Highway Garage – 673-3127
Permit Information – Town Office – 673-3269 Ext. 0

THANK YOU FOR YOUR COOPERATION TO HELP KEEP OUR COMMUNITY CLEAN.

Rosemary Tozzi

From: Whitney Lash-Marshall <whitney@baltimorewoods.org>
Sent: Monday, August 12, 2024 1:47 PM
To: Laurie Stevens
Subject: Baltimore Woods Nature Center Interpretive Center Expansion

Good afternoon Supervisor Stevens,

I hope this finds you well and enjoying summer! Today kicked off week 5 of 8 weeks of Summer Nature Day Camp here at Baltimore Woods Nature Center and the kids are just having a wonderful time out on the preserve and enjoying the new trails and spaces across the new 90 acres we added in 2022. We continue to be very grateful for the support of the Town of Marcellus when we applied to the NYS Parks Environmental Protection Fund Grant that helped us secure the funding needed to grow this beloved preserve by 50% and protect it through a conservation easement in perpetuity.

We are working hard to advance the next phase of our vision for the future to better serve the Marcellus and broader Central New York community and accommodate what we expect to even higher annual growth after we open new trails later in August (an invitation to a trail opening will be in your mailbox soon!) by applying to the NYS Parks ZBGA Capital Grant Opportunity due on August 23 to expand the John Weeks Interpretive Center and main parking lot for Baltimore Woods. In each of the past two years, we have already seen a 30% increase in visitation and the limitations of the current capacity of our building and parking lot have meant that we are turning people and programs away each year - including dozens of field trip requests. We want to be able to provide hikers and recreation seekers opportunities to connect with this unique preserve, to view and engage with our Natural Heritage Collections in and around the Interpretive Center, and open up even more opportunities for everyone to get out and explore nature no matter their age or ability (the new parking lot and building design will bring some much-needed upgrades to accessibility).

I'm hoping you might have time to meet so I can share the project design and goals with you, or even give you a tour of the spaces! I hope you might consider continuing your support for our organization and mission to connect people and nature through wisdom and wonder through a letter of support for our grant application as we plan out what our next 60 years will look like. You can reach me at Baltimore Woods at 315-673-1350 or my cell is 315-622-8430.

Thank you for your time and support,
Whitney

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Whitney Lash-Marshall, PhD
Executive Director

Baltimore Woods Nature Center
4007 Bishop Hill Road
P.O. Box 133
Marcellus, NY 13108



8/13/2024
Line#: 462388

TO: Rosemary Tozzi, Town Clerk
clerk@marcellusny.com

FROM: Mary Beth Sullivan, Client Care
MSullivan@generalcode.com

CLIENT: Town of Marcellus, NY
(MA3903)

RE: Supplement No. 4 Estimate

Dear Rosemary,

Thank you for the opportunity to provide an estimate for your current supplementation project. Please review the information below, and then click the appropriate button in the email to indicate if you authorize us to Proceed Now with the supplement or if you would prefer to Wait to Proceed.

Source Files:

We have reviewed Local Law No. 1-2024 for an update to the Town Code.

Supplementation:

General Code will codify and supplement the legislation listed above which includes but is not limited to:

- Analysis of the new legislation and proper placement in the Code
- Removal of repealed or superseded provisions
- Updates to the Officials Page, Table of Contents, Disposition List, Appendixes, Index, Histories, Tables, Charts, and other items as necessary
- Review of statutory citations regarding the new legislation
- Any conflicts, inconsistencies, issues or questions identified at this point will be brought to the attention of the municipality for resolution prior to publication
- Insertion of cross reference and editor's notes, as appropriate
- Creation of instruction page for removing and inserting revised Code pages
- Printing of up to 5 sets of supplemental pages
- Update to eCode360

Price:

Between \$710.00 and \$830.00, which includes shipping and handling.

The final invoice will follow completion of the supplement.

- Any missing legislation received may result in additional costs.
- Any newly adopted legislation received after authorization for this supplement will be held until the next supplement, unless otherwise noted.

Payment Terms

Available upon request

Authorization:

To authorize the supplement as outlined above, please use the PROCEED NOW button in the original email containing this estimate. This order is subject to General Code's Codification Terms and Conditions, which are available at <https://www.generalcode.com/terms-and-conditions-documents/>.

If you have any questions please feel free to contact me. Otherwise, please respond in our original email as to how you would like us to proceed.

Mary Beth Sullivan, Client Care
MSullivan@generalcode.com



A 14604010 #1130

✓
2/19/24

New Remit Address
P.O. Box 772512
Detroit, MI 48277-2512

Invoice No: **GC00124457**
Invoice Date: 2/1/2024
Due Date: 3/2/2024
Terms: Net 30
Customer No: MA3903
PO:
Maintenance Ends: 1/31/2025

Bill To:
Town of Marcellus
Ms. Karen Pollard
24 E Main St

Marcellus NY 13108

Qty	Description: eCode360 Annual Maintenance	Amount
1	eCode360 Annual Maintenance	\$1,195.00

Subtotal	\$1,195.00
S&H Charges	\$0.00
Tax	\$0.00
Payment/Credit:	
Total Due	\$1,195.00

This order is subject to General Code's Term and Conditions:
<https://www.generalcode.com/terms-and-conditions-documents/>

Invoice Questions: (800)836-8834 x212 * Fax(585)328-8189 accounting@generalcode.com

We appreciate your business.

Claimant's Certification

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any persons within knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

2/1/2024

Senior Accountant



155 State Street
Manchester, NY 14504
585-402-8710
585-289-3006 (f)

12 August 2024

Town of Marcellus
4264 Slate Hill Road
Marcellus, NY 13108

REFERENCE: BRUSH GRINDING

ATTENTION: MR. DON MACLACHLAN

GREEN RENEWABLE OF MANCHESTER, NY, INC. is pleased to submit a proposal for the following services:

Grinding of Brush Pile at 4264 Slate Hill Road, Marcellus, NY

- GREEN RENEWABLE OF MANCHESTER, NY, INC. will grind and process yard waste stockpile.
- TOWN OF MARCELLUS will provide equipment and operator for grinding and loading out trucks.
- TOWN OF MARCELLUS will provide fuel for equipment.

CONTRACT AGREEMENT:

- One-Year Contract: \$8,500 (9/1/2024 to 9/1/2025)
 - Town of Marcellus: \$4,250
 - Village of Marcellus: \$4,250

ACCEPTED IN ACCORDANCE WITH THE CONDITIONS AND AGREEMENTS SET FORTH HEREIN:

Accepted this _____ day of _____, 2024

BY: _____
Town of Marcellus

BY: 
GREEN RENEWABLE OF
MANCHESTER, NY, INC.

TITLE: _____

TITLE: Procurement Manager