

Marcellus Town Board  
Workshop Meeting  
Wednesday, January 22, 2025  
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, January 22, 2025, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Laurie Stevens	Supervisor
Jeff Berwald	Councilor
Percy Clarke	Councilor
Terry Hoey	Councilor
Gabe Hood	Councilor

Also Present: Mike Ossit, Highway Superintendent; Jim Gascon, Town Attorney; Don MacLachlan, Recreation Director; Jim Rossiter, Bill Southern, Gary and Linda Wilcox, Steven Bolewski, John Pawlewicz, Scott Stearns, Dave Card, Fire Department; Christina Kohler, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #1 as of January 17, 2025. Claim # 157611.

Expense	
General Fund	\$223.40
Total	\$223.40

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #12 as of January 17, 2025. Claim #'s 157582-157593.

Expense	
General Fund	\$4,852.79
Townwide Highway	1,853.08
Total	\$6,705.87

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #1 as of January 17, 2025. Claim #'s 157594-157610, 157612-157627.

Expense	
General Fund	\$31,325.01
Part Town General	5,318.65

Townwide Highway	8,279.39
Fire District	87,483.50
Ambulance Fund	76,725.00
Trust and Agency	2,070.57
<b>Total</b>	<b>\$211,202.12</b>

Councilor Berwald made a motion seconded by Councilor Clarke to approve the Abstract of Audited Vouchers and pay the bills as of January 16, 2025, January 21, 2025, and January 22, 2025.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens Carried

**Old Business:**

**Tim’s Pumpkin Patch PUD:** This topic has been tabled for discussion.

**Sewer Contract with the Village:** This topic has been tabled. The Town is looking into other options.

**Local Law C-2024- Outdoor Concerts:** A public hearing is scheduled for February 5, 2025.

**Parks and Recreation 2024 Budget Transfer:** Don MacLachlan, Recreation Director is requesting a budget adjustment. He is waiting for quotes on equipment. This topic has been tabled.

**Changing locks/key fobs for Park buildings:** The Town Board was presented with three quotes from CNY Locks. The first quote is to replace the cylinder on current locks, labor, service call, and ten keys for \$236.90. The second is for key fobs without the monitoring capability, service call, material and labor for \$3,176.28 and the third is for key fobs with monitoring capability, service call, material and labor for \$5,789.22. Alarm Services also provided a quote for key fobs and material for \$4,930.00 plus a charge of \$130.00 per fob reader and an annual fee of \$260.00. The last quote came from Kelley Bros, LLC for key fobs, material and an annual subscription for \$8,719.72. After some discussion it was decided to replace the locks and not install key fobs. Dave Card, Fire Department, suggested the Town have a Knox box installed at the park.

Councilor Berwald made a motion seconded by Councilor to approve CNY Locks to replace the current locks at the park for \$236.90.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens Carried

**New Business:**

**Recommended Zoning Changes:** The Planning and Zoning Board recommended making a few changes to the code regarding larger accessory buildings. The changes were discussed and the Town Board decided to move forward, the next step is Jim Gascon, Town Attorney will prepare a Local Law to amend the code.

**Central NYSBOC Training:** John Houser, Codes Officer is requesting approval from the Town Board to attend the NYSBOC Central Chapter Conference to obtain mandatory training/hours and for membership dues. The total fees for the conference and 2025 Active Membership are \$465.00.

Councilor Clarke made a motion seconded by Councilor Hood to approve the training for the Codes Officer and the membership fee.

Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

**Fire Department propositions for the 2025 General Election:** The Marcellus Fire Department proposed two ballot measures for the 2025 elections. The Fire Department would like to increase the amount of the Service Award Program and reduce the age from 65 years old to 55 years old. After some discussion and changing the verbiage the Town Board agreed on two propositions.

**Proposition Number One:**

“Shall the annual contribution of the Town of Marcellus for the Marcellus Volunteer Fire Department Length of Service Award Program (LOSAP) of seven hundred (\$700.00) dollars be increased by five hundred (\$500.00) dollars to the amount of one thousand two hundred (\$1,200.00) dollars, per qualifying member, annually?”

**Proposition Number Two:**

“Shall the age of maturity of the funds for the Marcellus Volunteer Fire Department Length of Service Award Program (LOSAP) be reduced from 65 years old to 55 years old?”

Councilor Berwald made a motion seconded by Councilor Clarke to approve Proposition 1 and Proposition 2 to go on the ballot for the 2025 general election and amend the existing contract with the Fire Department regarding the Service Awards Program subject to vote.

Ayes – Berwald, Clarke, Hoey, Hood and Stevens

Carried

**Discussion Agenda:**

Councilor Berwald announced the retirement of Phil Coccia as the Parks and Recreation Director after 50 years of service. The Town Board would like to thank him for his service and dedication to the park and Town of Marcellus.

**Highway:** Mike Ossit, Highway Superintendent, presented the Town Board with the Highway’s inventory list. The Town Board gave Mike permission to have CNY Locks replace the locks at the Highway Department.

**Parks and Recreation:** Don MacLachlan, Recreation Director, informed the Board and public that the ice-skating rink is now open at Marcellus Park. It is located across from the tennis courts and equipment is not provided.

**Fire Department:**

Dave Card presented the Town Board with the Fire Department financials. This topic will be placed on the February 5, 2025 agenda. The Fire Department will cover the administrative fees associated with the LOSAP Program, moving forward the contract with Pinnacle will be revised to reflect this.

**Adjournment:** Councilor Clarke made a motion seconded by Councilor Berwald to adjourn the Workshop Meeting at 7:10 pm.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens

Carried

Respectfully submitted,

Rosemary Tozzi  
Town Clerk