

Marcellus Town Board  
Regular Meeting  
Wednesday, October 1, 2025  
6:30 PM

A Regular Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, October 1, 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
Absent:	Gabe Hood	Councilor

Also Present: Paul Smyth, Town Attorney; Don MacLachlan, Recreation Director; Tom Lathrop, Jim Rossiter, Dave Card, Fire Department; Bill Southern, John Pawlewicz, Art Hudson, Nancy Hudson, Patricia Bishop, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk.

**Waive the Reading and Accept the Minutes:** Councilor Hoey made a motion seconded by Councilor Berwald to waive the reading and accept the minutes as presented by the Town Clerk and Budget Officer. The minutes were from September 3, 2025, Town Board Budget Meeting, September 3, 2025, Town Board Meeting, September 17, 2025, Workshop Meeting and September 18, 2025, Town Board Budget Meeting.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Monthly Activity:** The abstract of Audited Vouchers for September 24, 2025, given to the Board Members as submitted by the Town Clerk. Abstract #9 as of September 23, 2025. Claim #s 158639-158646.

	<u>Expenses</u>
General Fund	\$15,102.75
Part Town General	2,173.58
Townwide Highway	2,127.20
Part Town Highway	2,029.42
Trust and Agency	1,815.16
Total	\$23,248.11

The abstract of Audited Vouchers for October 1, 2025, given to the Board Members as submitted by the Town Clerk. Abstract #10 as of September 29, 2025. Claim #s 158657-158706.

	<u>Expenses</u>
General Fund	\$34,940.94
Part Town General	917.37

Townwide Highway	9,187.59
Part Town Highway	3,731.43
Ambulance Fund	76,725.00
Total	\$125,502.33

Board Members were given the Activities Report as of September 24, 2025. Fiscal year 2025 Period 9.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,621,001.50)	1,086,748.03
Part Town General	( 217,941.19)	141,616.36
Townwide Highway	( 654,155.87)	456,332.50
Part Town Highway	( 301.56)	324,375.87
Fire District	( 438,949.51)	398,483.00
Hydrant Fund	( 3,315.72)	3,477.00
Ambulance Fund	( 312,988.63)	235,031.00
Sewer District	( 155,349.61)	153,378.85
Water District	( 185,941.80)	189,338.00

**Bank Balances:**

The total of all Bank Balances for August 2025 is \$4,844,169.66.

Councilor Clarke made a motion seconded by Councilor Hoey to approve the Abstract of Audited Voucher Reports for September 24, 2025, October 1, 2025, and the Activities Report as of September 24, 2025, and the Bank Balances of August 2025.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Old Business:**

**Tim's Pumpkin Patch PUD:** This topic was tabled.

**DEC Public Fishing Rights:** This topic was tabled.

**Local Law B-2025 Tax Levy Override:** A public hearing is scheduled for October 15, 2025, at 6:30pm.

Supervisor Stevens asked the public to keep Tom Finn and his family in their thoughts and send them well wishes. Tom was involved in a serious motorcycle accident and is currently in the hospital. He needs our prayers and support.

**New Business:**

**MS4 Operator Certification Form:** This form is required for municipalities and organizations that operate a municipal separate storm sewer system (MS4) to certify compliance with stormwater management regulations.

Councilor Berwald made a motion seconded by Councilor Clarke to authorize Supervisor Stevens to sign the MS4 Operator Certification Form.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Route 174 Speed Limit reduction:** New York State Department of Transportation safety staff has completed their study. Based on the existing roadside development, crash analysis, test drives and radar analysis, the investigation determined that lowering the speed limit to 45 MPH would be appropriate. The signs will be installed by NYSDOT maintenance staff as soon as the materials are procured, and their work schedule permits.

**Letter of Support for the Village of Marcellus:** The Town Board will submit a letter of support for the Village of Marcellus's application to the NY Forward (NYF) grant program. The NYF program aims to reinvigorate and transform the main streets and central business districts of small communities across New York State. The Village is prepared to utilize this funding to further its goal of ensuring the community maintains its close-knit historic roots while acting as a destination for New Yorkers to live, work, and play. The Village of Marcellus's application focuses on revitalization efforts that will build upon recent infrastructure and green energy improvements along the Village's Main Street and align the NYF effort with their comprehensive planning process. The Village's Central Downtown corridor is a mixed-use district featuring historic properties, community organizations, churches, and local businesses. However, periods of disinvestment have left this downtown area fragmented and infrastructure unreliable. Through a NYF grant, the Village will undertake comprehensive enhancements to the downtown, enhancing economic opportunity to create a vibrant mixed-use district, improving multi-modal connectivity and streetscaping, and facilitating the expansion of needed services and businesses.

Councilor Clarke made a motion seconded by Councilor Berwald to authorize Supervisor Stevens to sign the letter of Support for the NY Forward grant program for the Village of Marcellus.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Department Reports:**

**Codes:** John Houser, Codes Officer will address the abandoned property on the corner of Bishop Hill and Lee Mulroy.

**Highway:** Nothing to report.

**Parks/Rec:** The Batavia Downs Merry Motown Holiday Show daytrip has been cancelled due to lack of interest. The recreation office has received good feedback regarding the movie in the park nights. The department plans to schedule three for next year.

**Town Clerk:** Rosemary Tozzi, Town Clerk; presented the monthly report for September 2025

Dog Licensing \$567.00

Certified Copies-Marriage \$10.00

Passport \$105.00

Conservation \$205.18

Freon Removal \$240.00

Marriage Licensing Fee \$105.00

Trash Permit One-trip \$195.00

Mattress \$250.00

Trash Permit- Trailer \$600.00

Tire \$210.00

Trash Permit six-trip Passenger \$500.00

Trash Permit-truck \$1,360.00

Building \$358.00

Zoning Fees \$150.00  
Site Plan \$300.00

**Discussion Agenda**

**Fire Department:** The Fire Department present their financials; they will be discussed at the next meeting.

**Baltimore Woods:** Baltimore Woods will be hosting a fund raiser and has applied for a game of chance license through the NYS gaming commission. It was approved by NYS, and the forms have been received by the Town Clerk's office.

**Adjournment:** Councilor Clarke made a motion seconded by Councilor Berwald to adjourn the meeting at 6:41 pm.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

Respectfully submitted,

Rosemary Tozzi  
Town Clerk