

Marcellus Town Board  
Regular Meeting  
Wednesday, December 3, 2025  
6:30 PM

A Regular Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, December 3, 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: Jim Gascon, Town Attorney; Mike Ossit, Highway Superintendent; Don MacLachlan, Recreation Director; Linda and Gary Wilcox, Scott Stearns, Dave Card, Fire Department; Jim Rossiter, Chris Christensen, Art Hudson, Patricia Bishop, Karen Pollard, Jane Attley, Tim Attley, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk.

**Waive the Reading and Accept the Minutes:** Councilor Berwald made a motion seconded by Councilor Hoey to waive the reading and accept the minutes as presented by the Town Clerk. The minutes were from November 5, 2025, Town Board Meeting and November 19, 2025, Workshop Meeting.

**Monthly Activity:** The abstract of Audited Vouchers for December 3, 2025, given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 1, 2025. Claim #s 158925-158949.

	<u>Expenses</u>
General Fund	\$5,434.48
Part Town General	652.11
Townwide Highway	25.00
Part Town Highway	3,389.13
<b>Total</b>	<b>\$9,500.72</b>

Board Members were given the Activities Report as of December 1, 2025. Fiscal year 2025 Period 11.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,676,095.44)	1,302,903.76
Part Town General	( 221,452.09)	185,392.02
Townwide Highway	( 657,970.98)	526,457.22
Part Town Highway	( 376,472.71)	365,196.04
Fire District	( 438,997.28)	398,483.00
Hydrant Fund	( 3,316.62)	3,477.00
Ambulance Fund	( 311,776.00)	311,756.00
Sewer District	( 155,350.99)	156,032.00

Water District ( 189,129.55) 189,338.00

## Bank Balances:

The total of all Bank Balances for October 2025 is \$4,258,645.03.

Councilor Clarke made a motion seconded by Councilor Hoey to approve the Abstract of Audited Voucher Reports for December 3, 2025, and the Activities Report as of December 1, 2025, and the Bank Balances of October 2025.

Ayes – Berwald, Clarke, Hoey and Stevens

### Carried

## **New Business:**

## **MAVES and Fire Department 2026 Contracts: Public Hearings have been scheduled at Marcellus Town**

Hall, located at 22 East Main Street, Marcellus, New York 13108 on Wednesday, January 7, 2026, at 6:30 p.m. The purpose of the Public Hearings is to review and potentially approve, the proposed 2026 Contracts for Fire Service and Ambulance Service between the Town of Marcellus and the Marcellus Volunteer Fire Department and Marcellus Volunteer Emergency Services, Inc. ("MAVES") for the Calendar Year 2026. The Fire Service Contract is for \$359,934.00, and the MAVES Contract is for \$306,900.00.

Councilor Hoey made a motion seconded by Councilor Berwald to set the public hearings for the 2026 fire service and ambulance service contracts on January 7, 2026, at 6:30pm.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Syracuse Technologies- Endpoint Protection:** Syracuse recommends implementing their centrally managed endpoint protection across all systems. This will provide continuous monitoring, real-time threat prevention, and allow them to respond quickly if any issues arise. The cost is \$2.70 per user per month. The Town has 20 units including servers and endpoints. The total monthly fee would be \$54.00. Councilor Berwald made a motion seconded by Councilor Hoey to approve endpoint protection through Syracuse Technologies at the cost of \$54.00 per month.

Ayes – Berwald, Clarke, Hoey and Stevens

### Carried

**2026 Concerts in the Park:** The proposed schedule was submitted to the Town Board for approval. The Recreation Department is working to schedule a few movie nights as well.

6/18/2026	Horn Dogs	\$ 600.00
6/25/2026	The Monterays	\$ 550.00
7/2/2026	Joe Whiting	\$ 750.00
7/9/2026	The Fab Cats	\$ 550.00
7/16/2026	Sydney Irving Band	\$ 600.00
7/23/2026	The Barndogs	\$ 1,000.00
7/30/2026	Faded Vinyl	\$ 700.00
8/6/2026	The Steve Cali Band	\$ 1,000.00
8/13/2026	*****Raindate*****	
		\$ 5,750.00

Councilor Clarke made a motion seconded by Councilor Berwald to approve the 2026 concert in the park schedule presented by the Recreation Department.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Funds Transfer:** After meeting with the department heads regarding the transfer of money from their fund balances to their reserves, the following recommendations were made:

**General Fund: \$1,672,703 (Balance)**

**Building Reserve** – Would like to add an additional \$500,000 for a total of \$855,139. This is to cover any unexpected repairs or replacements to the buildings.

**Park Capital Reserve** – Would like to add an additional \$150,000 for a total of \$202,747. This would be used for a bridge replacement, the painting of pavilions, a small substation in bathroom #1 and a furnace replacement.

**Tax Stabilization Reserve** – Would like to add an additional \$40,000 for a total of \$95,050. This is to cover the additional cost of Health/Dental premiums. (\$23,000 has been used in 2025 that is not included in the above-mentioned total)

**Cemetery Reserve** – Would like to add an additional \$5,000 for a total of \$7,321. This is to cover cemetery cleaning that the park employees will do. (\$2,221 has been used in 2025 that is not included in the above-mentioned total)

**Unemployment Reserve** – Would like to add an additional \$2,500 for a total of \$3,664. (\$1,099 has been used in 2025 that is not included in the above-mentioned total)

**Part Town General: \$168,411 (Balance)**

**Tax Stabilization Reserve** – Would like to add an additional \$3,000 for a total of \$9,613. This is to cover the additional cost of Health/Dental premiums.

**Unemployment Reserve** – \$1,000 is currently in the account. Would like to leave as is.

**Highway Townwide - \$485,071 (Balance)**

**Highway Equipment Reserve** – Would like to add an additional \$150,000 for a total of \$512,287. (\$60,000 has been added from the 2025 budget). This is to help defray the costs of new vehicles when needed.

**Tax Stabilization Reserve** – Would like to add an additional \$3,000 for a total of \$6,914.

**Unemployment Reserve** - \$2,2277 currently in the account. Would like to leave as is.

**Part-Town Highway - \$336,772 (Balance)**

**Capital Improvement Reserve** – Would like to add an additional \$77,000 for a total of \$99,762. This is to cover any improvements to the Highway Garage.

**Tax Stabilization Reserve** – Would like to add an additional \$3,000 for a total of \$6,784. This is to cover the additional cost of Health/Dental premiums.

**Unemployment Reserve** - \$2,268 currently in the account. Would like to leave as is.

Councilor Hoey made a motion seconded by Councilor Berwald to approve the fund transfers.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

**Department Reports:**

**Codes:** John Houser presented the 2025 annual report with the following information: 81 building permits, 6 complaints investigated plus one unsafe structure, one single family demolition, 61 total C/O and C/C issued, 41 burn permits, storm water management, training and 24 hours of in-service training obtained. Jeremy Perry has obtained a building safety inspector and Code Official status.

**Highway:** The Highway Department has received two new bobcats and has been busy with maintaining clear and safe roads for residents during inclement weather.

**Parks/Rec:** The Recreation will be adding a pickleball class during summer recreation. The Park staff has been working on getting the ice-skating rink up and running at Marcellus Park.

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

Dog Licensing \$338.00

Certified Copies-Marriage \$20.00

Passport \$210.00

Conservation \$62.08

Marriage Licensing Fee \$17.50

Building \$217.00

**Discussion Agenda**

**Fire Department:** The Fire Department presented the Town Board with financials and the LOSAP information needed for their service award program. The financials will be included in the Workshop meeting. Dave Card thanked the current Town Board for all their hard work and their dedication to having a good working relationship with the Fire Department.

Supervisor Stevens requested a meeting with counsel after the adjournment of the Town Board meeting.

**Adjournment:** Councilor Clarke made a motion seconded by Councilor Berwald to adjourn the meeting at 6:40 pm.

Ayes – Berwald, Clarke, Hoey and Stevens

Carried

Respectfully submitted,

Rosemary Tozzi

Town Clerk