

Town of Marcellus
Workshop Meeting
Wednesday, January 21, 2026
6:30 PM

Call to Order

Salute to Flag

I. Approve Financials

II. **Old Business**

A. Fire Department Roof Repair

III. **New Business**

A. CNYSPCA 2026 Contract

IV. **Discussion Agenda**

A. Fire Department Financials & Audit

V. **Adjournment**

Future Meeting Dates

Planning/Zoning Meeting-Monday, February 2, 2026 - 6:30 pm- Town Hall

Town Board Meeting- Wednesday, February 4, 2026- 6:30 pm- Town Hall

Workshop Meeting- Wednesday, February 18, 2026- 6:30 pm- Town Hall



INSTALLATIONS, INC.

INDUSTRIAL & COMMERCIAL ROOFING CONTRACTORS

January 16, 2026

**Single Ply
Membranes**

Firestone
Genflex
Carlisle
Sarnafil
Duro-Last

**Built-Up
Roofs**

GAF
Garland
Tremco
Soprema
Siplast
Firestone

Green Roofing

Xeroflor
Roof Meadow
Custom Built

**Metal
Roof/Wall
Panels**

ATAS
MBQ
Fabral
Englert
Petersen
Firestone

**Metal Roof
Coatings**

Truco
United Coatings

Roof Accessories

Roof Hatches
Skylights

**Sheet Metal
Fabrication**

Copings
Gravel Stops
Fan Guards
Gutters
Roof Ladders

**Asbestos
Abatement**

Waterproofing

Sarnafil

Marcellus Fire Department
4262 Slate Hill Road
Marcellus, NY 13108

Re: Roof Repair-Upper Roof

Mike Ossit,

J&B Installations is pleased to provide you with a scope of work for the above reference project. The scope of work is as follows:

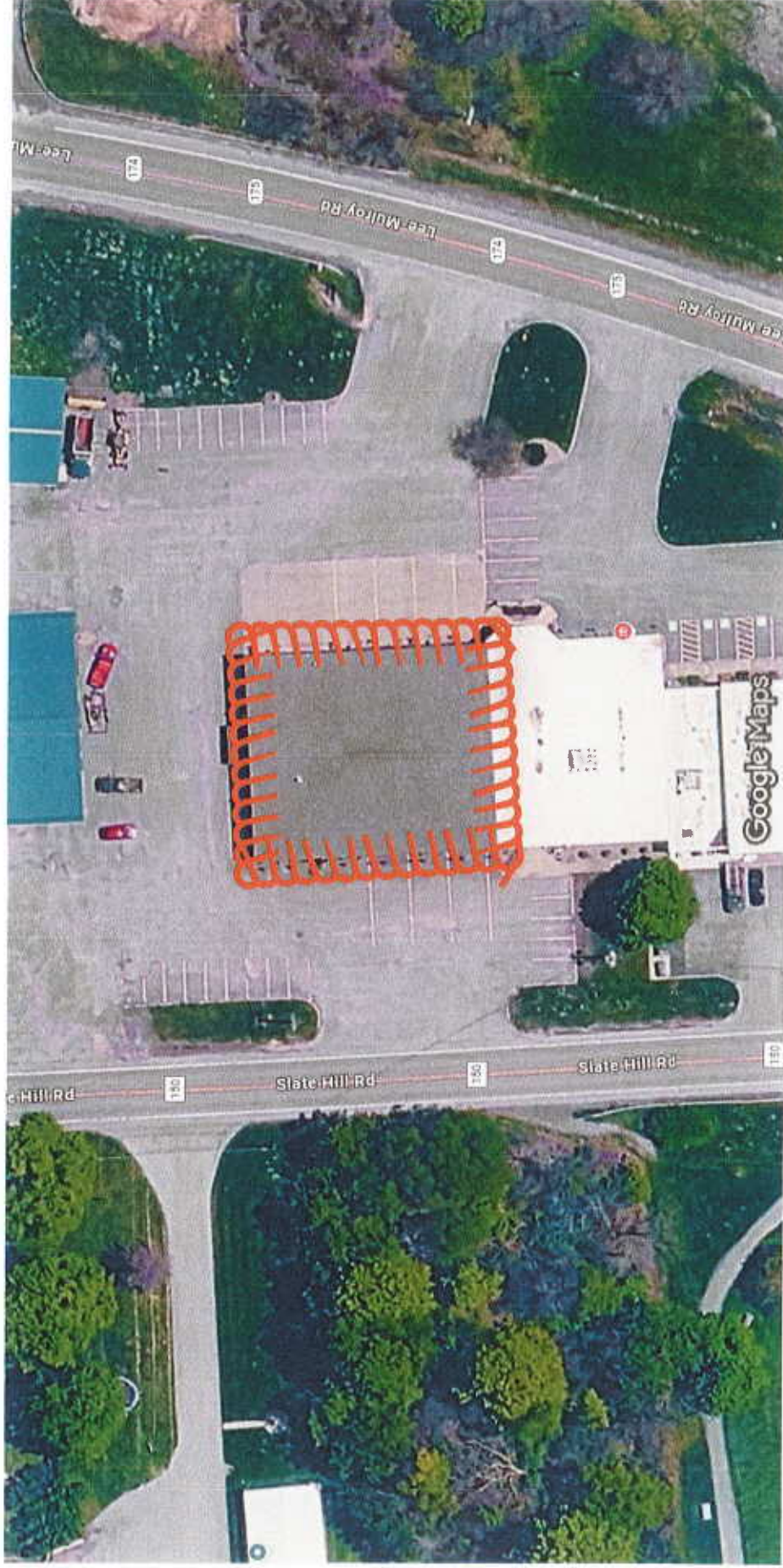
1. Provide AIA contract with "Hold Harmless Agreement" with complete scope of work including payment terms.
2. Provide liability insurance \$2,000,000.00/ \$4,000,000.00/ \$5,000,000.00 Umbrella and Workman's Compensation Insurance Certificates. Liability policy shall include completed operations coverage.
3. Provide all safety equipment required by OSHA and supply workers properly trained on OSHA safety.
4. Inspect and repair deficiencies at the perimeter edge flashings.
5. Broom clean work area.

The above scope of work will be provided by J&B Installations, Inc. using prevailing wages at a total job cost of **\$4,800.00** with signed Capitol Improvement Form.

Should you have any questions about the cost proposal, please contact me at our office (315) 685-8993.

Sincerely,

Anthony Cavallaro
Project Manager/Estimator





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Town of Marcellus

THIS AGREEMENT, made this 1st day of January 2026, by and between the TOWN OF MARCELLUS a municipal corporation in the State of New York, hereinafter called the "MUNICIPALITY" and the CENTRAL NEW YORK SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS, a charitable corporation organized and existing under the laws of the State of New York, having it's office and principal place of business at 5878 East Molloy Road, in the Town of Dewitt, County of Onondaga, and State of New York, hereinafter called "CNYSPCA".

WITNESSETH

The CNYSPCA in consideration of the payment to it by the Municipality of certain sums of money to be paid in the manner and at the times hereinafter particularly described, hereby covenants and agrees that:

That the CNYSPCA will promptly respond to, investigate violations of and enforce provisions of Article 26 of the Agriculture and Markets Law of the State of New York which are reported to it by the Municipality and which are occurring within the boundaries of the Municipality. Such services will include as necessary seizure of, removal and shelter of any animal found to be the subject of a violation of the above referenced law.

The CNYSPCA shall bill the Municipality on an annual basis for services rendered herein.

The Parties agree that the total amount to be paid by the TOWN OF MARCELLUS for all services of the CNYSPCA to be provided under this agreement on an annual basis of **\$2,268.00** payment shall be due in 30 days from the signing this agreement.

The CNYSPCA shall have the absolute right to terminate this agreement and such action shall not be deemed a breach of contract. The CNYSPCA may terminate this agreement with 30 days noticed delivered or mailed to the Municipality.

The CNYSPCA agrees that it shall defend , indemnify and hold harmless the municipality and against all liability, damages, expenses, costs, causes of actions, suits, claims or judgements arising occurring or resulting from or out of the work of the CNYSPCA and its agents, servants, or employees, and from any loss or damage arising, occurring or resulting from the acts or failure to act or any default or negligence by the CNYSPCA or failure on the part of the CNYSPCA to comply with any of the covenants, terms, or conditions of this agreement.

The CNYSPCA agrees to make no claim for damages for delay occasioned by an act or omission of the municipality.

The CNYSPCA is insured for acts or omissions of its employees with proof of insurance to be provided upon the execution of this contract.

This agreement shall commence on January 1, 2026 and shall continue to and including December 31, 2026.

IN WITNESS WHEREOF, the parties have caused their seals to be affixed hereunto and this Agreement to be signed by their duly authorized officers the day and year first written below.

TOWN OF MARCELLUS

DATED: _____

By: _____

Title: _____

**CENTRAL NEW YORK SOCIETY FOR THE
PREVENTION OF CRUELTY TO ANIMALS**

DATED: 9/26/2025

By: Sean Patrick Malloy
Sean-Patrick Malloy

Title: Executive Director

Marcellus Volunteer Fire Department, Inc.
Expense by Payee
for the period of 12/01/2025 to 12/31/2025

Name	Amount
Alarm services	\$1,440.00
Aplos Software	\$129.00
Ascenzi & Corbis (Quickbooks)	\$200.00
Bidleman Ford	\$1,425.40
Blue Devil Data	\$2,250.00
Dave Card	\$248.39
Eastern Paramedics, Inc. Rural Metro/AMR	\$800.00
F. J. Pompo & Company, PC	\$8,200.00
Fox Fleet Supply, LLC	\$4,040.00
Har-Rob Fire Apparatus	\$2,634.00
Jan-Pro	\$636.50
Jerome Fire Equipment Co., Inc.	\$1,156.27
Just Joe's	\$98.06
Marcellus Family Medicine, PLLC,	\$150.00
MES Service Company, LLC	\$3,146.36
Morgan Rubbish Removal, Inc.	\$139.78
Municipal Emergency services	\$118.00
NetManagelt	\$1,489.00
Nightingale Mills, Inc.	\$55.73
NYSMEC	\$4,827.40
Onondaga County Dept of Transportation	\$1,032.52
Provos Auto Parts	\$337.51
SpectraSite	\$477.64
Spectrum Enterprise	\$157.17
Windstream	\$90.70
Total	\$35,279.43

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Town of Marcellus

Chief's Report

Marcellus Fire Department

From: 12/1/2025 To: 12/31/2025

From: 1/1/2025 To: 12/31/2025

Membership

Total calls: 24	Total calls: 303	Active: 26
Structure Fires: 0	Structure Fires: 12	Career: 0
Vehicle Fires: 0	Vehicle Fires: 1	Inactive: 0
Vegetation Fires: 0	Vegetation Fires: 2	Probationary: 1
Acres Burned: 0	Acres Burned: 0	Military Leave: 1
EMS: 3	EMS: 45	Medical Leave: 0
Rescue: 0	Rescue: 4	Disability: 0
MVA: 4	MVA: 44	Social: 1
Extrication: 1	Extrication: 10	
Hazardous Condition: 0	Hazardous Condition: 29	Firefighter: 27
Service Call: 3	Service Call: 21	Interior Firefighter: 19
Good Intent Call: 1	Good Intent Call: 10	CFR: 0
False Alarm: 2	False Alarm: 36	EMT: 3
Cancelled Enroute: 10	Cancelled Enroute: 96	Paramedic: 0
Other: 1	Other: 3	Driver: 12
Mutual Aid Given: 10	Mutual Aid Given: 95	Diver: 0
Mutual Aid Received: 1	Mutual Aid Received: 26	Fire Police: 4
Average Personnel: 6.7	Average Personnel: 7.3	Haz-Mat: 0
Average Enroute Time: 5:19	Average Enroute Time: 4:34	Juniors, Explorers, RAMS: 2
Average Onscene Time: 9:34	Average Onscene Time: 8:37	Student, Bunk-in: 0
Firefighter Injuries: 0	Firefighter Injuries: 0	Support Staff: 0
Firefighter Deaths: 0	Firefighter Deaths: 0	

Meetings: 2
Drills: 3
Training: 0
Miscellaneous: 2
Stand-by: 0

Meetings: 23
Drills: 56
Training: 1
Miscellaneous: 26
Stand-by: 4

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Town of Marcellus

Comments: _____

Prepared by: _____

Thursday, January 15, 2026

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Marcellus Volunteer Fire Department, Inc.
Financial Statement Expenses
For the Period January 1, 2025 thru December 31, 2025

JAN 16 2026

Town of Marcellus

Number in parenthesis indicates **UNDER** budget, number without parenthesis indicates **OVER** budget.

Acct #	Acct Name	Amount	Budget	Difference
<u>Admin</u>				
5000	Computer	11,223.00	16,634.00	(5,411.00)
5001	Insurance	24,204.00	25,000.00	(796.00)
5002	Legal & Accounting	12,846.00	15,000.00	(2,154.00)
5003	Office Supplies	95.00	3,000.00	(2,905.00)
5004	Postage	146.00	1,000.00	(854.00)
5005	Admin Miscellaneous		-	-
5006	Outside Services	2,283.00	5,000.00	(2,717.00)
5007	Travel	4,931.00	-	4,931.00
5008	Chief's Car			
Group Total		55,728.00	65,634.00	(9,906.00)
<u>Building</u>				
6000	Cleaning	8,218.00	9,000.00	(782.00)
6001	Utilities & Telephone	37,878.00	25,000.00	12,878.00
6002	Building Repairs & Maintenance	30,621.00	30,000.00	621.00
6003	Building Supplies	668.00	3,000.00	(2,332.00)
Group Total		77,385.00	67,000.00	10,385.00
<u>Operations</u>				
7000	Turn Out Gear	8,341.00	10,000.00	(1,659.00)
7001	Communications Equipment	16,271.00	38,000.00	(21,729.00)
7002	Fire Truck Supplies/Loose Eqpmnt	6,668.00	4,000.00	2,668.00
7003	Truck & Vehicle Repairs & Maintenance	29,036.00	30,000.00	(964.00)
7004	Small Equipment Maintenance	8,728.00	5,000.00	3,728.00
7005	SCBA	8,262.00	8,000.00	262.00
7006	Fire & EMS Training	3,115.00	6,000.00	(2,885.00)
7007	Fire Protection	45.00	3,000.00	(2,955.00)
7008	Membership Recognition	1,264.00	2,500.00	(1,236.00)
7009	Physicals/Fit Test	895.00	9,500.00	(8,605.00)
7010	Fuel	5,763.00	6,000.00	(237.00)
7011	Response Supplies	524.00	2,000.00	(1,476.00)
7012	EMS Supplies	-	4,000.00	(4,000.00)
7013	Dress Uniforms	920.00	2,000.00	(1,080.00)
Group Total		89,832.00	130,000.00	(40,168.00)
Grand Total		222,945.00	262,634.00	(39,689.00)

Account	Current Account Balance	Current CD/MM balance	Total
Building Reserve	\$21,723	\$0	\$21,723
Truck Reserve	\$77,558	\$369,689	\$447,247
Capital Reserve	\$10,000	\$0	\$10,000
Contract Checking	\$39,689	\$0	\$39,689

This statement current as of December 31, 2025

Contract Checking is at 0 for 2025

Transferred of \$39,689 To Truck Reserve

Truck ~~Reserve~~ Reserve will be \$486,936

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Town of Marcellus