

MARCELLUS TOWN BOARD WORKSHOP AGENDA
February 26, 2015

CALL TO ORDER

SALUTE TO FLAG

BUSINESS:

1. Approve - audit of bills
2. MEP (Municipal Energy Program)
3. DEC spill letter

WORKSHOP

1. MAVES
2. Heffernan Playground
3. Storm Water Update - John
4. Town Banner – Kevin
5. Town's Fees
6. Handbook/unpaid leave of absence/short term disability

Discussion Agenda

- A. Supervisor's Update
- B. Items from the Board
- C. Items from the Floor

Adjournment

NOTE: This is a tentative agenda and is subject to change.

Future Meeting Dates:

- Planning/Zoning Board Meeting – Monday – March 2, 2015 – 7:00 pm Town Hall
Town Board Meeting – Monday – March 9, 2015 – 7:00 pm Town Hall
Town Board Meeting – Thursday – March 26, 2015 – 7:00 pm Town Hall

Why Create a Municipal Energy Program

- ▶ A 2014 survey of towns found over 90% were interested in participating in a cooperative.
- ▶ Over 80% of the towns were on default utility rates.
- ▶ Energy prices had double digit increases year-over-year.
- ▶ Savings could help towns comply with the Tax Cap.
- ▶ Savings qualify for Tax Freeze Rebate efficiency plans.
- ▶ Reduced year-over-year energy costs.
- ▶ Contract pricing makes budgeting easier.
- ▶ Additional billing services could identify additional saving opportunities .



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Benefits of Municipal Energy Program

- ▶ Leveraged buying power.
- ▶ Year-over-year potential for lower utility costs.
- ▶ Customized agreement.
- ▶ No additional RFP costs.
- ▶ Potential cost avoidance.
- ▶ Process improvement and simplification.
- ▶ Potential recovery of utility billing errors.
- ▶ Industry experts working on towns' behalf.



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Products :

Power	Gas	Utility & Bill Management
Fixed all in (individual)	Fixed all in (individual)	Bill Verification/payment
Fixed all in pool	Fixed all in pool	Utility Bill Auditing
Variable	Variable	



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What Makes Us Special

- ▶ Customized terms and conditions.
- ▶ Unique product structure designed to leverage aggregate volumes.
- ▶ Officially sponsored by AOT.
- ▶ Specialized reporting.
- ▶ Customizable programs to meet individual municipalities needs.
- ▶ Our people.

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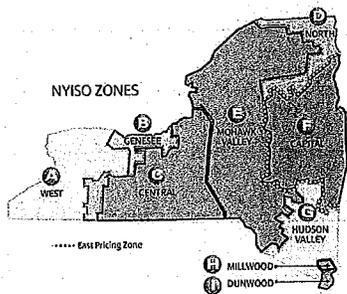
Case Study 1

- Town serviced by National Grid:
- ▶ Located in Zone B "Genesee"
 - ▶ YTD default electricity from National Grid = \$70.44/ MWH.
 - ▶ Deregulated charges make up approximately 70% of the town's bill.
 - ▶ MEP price projections were 18 % lower on electricity.
 - ▶ Overall year-over-year reduction of 18%.
 - ▶ This town budgeted \$76,000 on electricity.
 - ▶ Annual savings from the MEP is \$14,000.

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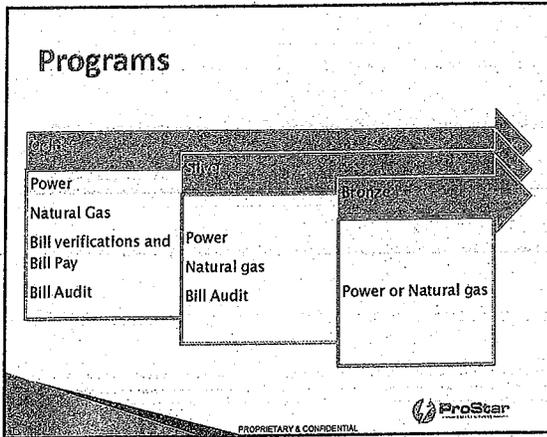


Case Study 1: Genesee Zone B



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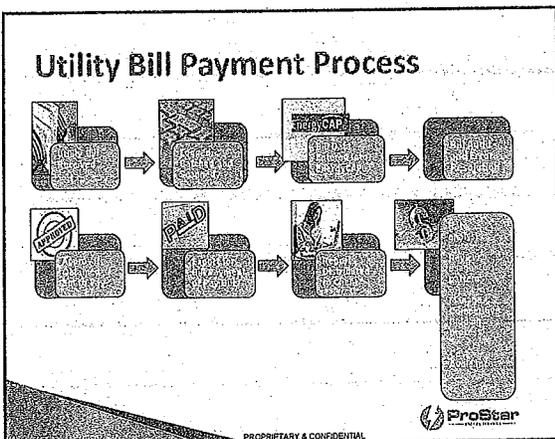
Bill Verification and Payment

EnergyCAP

Our software platform enables enterprise energy management. It processes utility bill data once but leverages it many times.

- ›Meets the need of management to achieve energy improvement goals.
- ›Is an essential tool to drive a culture of viewing energy as a variable and controllable expense.
- ›Provides clear visibility into past, current and expected energy use and cost.
- ›Processes multiple bill types and formats, including electricity, natural gas, drinking water, sewage, refuse, telecom, etc.
- ›Provides online accounting reports: payables, accruals, allocations, budget tracking, etc.

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EnergyCAP. Sample Reports

The screenshot displays the EnergyCAP software interface. At the top, there are two main sections: 'Energy Factors' and 'Cost per Unit'. Each section contains a bar chart and a data table. Below these, there are several smaller charts and tables, including a large table with columns for 'Area', 'Type', 'Value', 'Unit', and 'Cost'. The ProStar logo is visible in the bottom right corner of the screenshot.

ProStar

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Utility Bill Verification

Protects Profitability

- › Utility bills can be complex and difficult to understand.
- › ProStar has more than 16 years of experience in solving utility billing issues.
- › Left uncorrected, billing errors divert tax dollars from other areas.
- › Missed savings opportunities translate to misspent tax dollars.
- › Complete turn-key solution means staff is freed up for other tasks.
- › The shared savings fee structure means no cost to the town.
- › ProStar works directly with utility providers to recover refunds and implement savings opportunities.
- › The Bill Verification program ensures all bills are accurate and that costs are optimized.

ProStar

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Bill Audit Process

OUR PROCESS STARTS WITH FUNDAMENTALS.

- › We learn the details of what our client does to identify unique characteristics that drive energy and utility consumption.
- › We survey the location, size and operation of their facilities to better understand how energy and utility services are being delivered.
- › We spend the extra time to go through these steps because experience has proven that being aware of what makes each client-operation unique is critical to solving complex billing errors and selecting the lowest cost rate options available.
- › Thorough analysis of each service point, including:
 - location of each meter,
 - services being delivered, and
 - individual meter settings.

ProStar

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Case Study 3

Case 3 – Municipal Client

- › Analysis of electric billing histories found that meter readings for several meters had been estimated for over a year by the utility.
- › Further investigation confirmed that KWh consumption and KW demand had been overstated due to the estimates not being corrected.
- › Energy supply bills were also overstated because of the estimates passed on from the utility to the supplier.
- › We coordinated with the utility and client to arrange for actual meter readings to be taken.
- › When the correct readings were registered, we confirmed the amount of the billing errors by the utility and supplier and requested refunds.
- › Total combined refunds from the utility and supplier were \$42,000.

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Case Study 4

Case 4 – Municipal Client

- › Analysis of the water billings found that the water meters installed were either undersized at 5/8", or oversized at 1.5" based on the historical water consumption through the meters.
- › The result was that both groups were paying higher water and sewer charges than would be the case if the meters sizes were optimized.
- › We contacted the utility and requested that the meters be changed to 1" meters, and that the normal fees associated with changing the meters be waived because our client had paid for excess unused capacity for years.
- › The utility granted the request to change the water meters and waived the associated fees.
- › The combined first year savings were over \$19,000.
- › Future savings to increase in proportion to the utility's published annual rate increases.

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How To Get Started

- › Complete the Letter of Authorization (LOA).
- › Select your level of participation.
- › Provide either copies of current utility bills or enter your own utility data into our template.
- › Submit the data by any of the following methods:
 - 1) Fax to 1-855-487-1700
 - 2) Email to MEPinfo@pro-starenergy.com
 - 3) Online at <http://www2.pro-starenergy.com/mepparticipationform>
 - 4) Mail to: Pro-Star Energy Services
500 Mamaroneck Ave, Suite 213
Harrison, NY, 10528
Attn : Municipal Energy Program

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Questions?

Contact Information:
Jeff Levin
Vice President
500 Mamaroneck Avenue Suite #213
Harrison, New York, 10528

Phone: 914-630-7713
Fax: 855-487-1700
Jlevin@pro-starenergy.com

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Sandy Taylor

From: Mary Jo Pau; [maryjo2@twcny.rr.com]
Sent: Friday, February 20, 2015 4:45 PM
To: Sandy Taylor
Subject: FW: Municipal Energy program update. Zone C participants
Attachments: NYSEG Gas.pdf; Zone C - NIMO.pdf; Zone C - NYSEG.pdf; MEP_LOI 2015 (Feb 19 2015) - Zone C Gas.pdf; MEP_LOI 2015 (Feb 19 2015) - Zone C Power.pdf

Sandy—

Please print off a set of these for me. Thanks.

--MJ

From: mepinfo@pro-starenergy.com [mailto:mepinfo@prostarenergy.com]
Sent: Friday, February 20, 2015 10:31 AM
To: mepinfo@pro-starenergy.com
Subject: FW: Municipal Energy program update. Zone C participants

Attn: Town Official

You are receiving this email in response to your recent request to potentially participate in the Municipal Energy Program (MEP). We have recently pooled over 100 towns' volumes for both electricity and natural gas and have created a formal Request for Bid (RFB). We are expecting results back from this RFB on Tuesday March 10th. At that time we will be notifying all participating towns of the prices that we were able to establish through this RFB process. Due to the volatile nature of the electricity and natural gas markets we are attaching a Letter of Intent (LOI) document that will allow the towns to lock in the quoted price or lower while they subsequently review and sign the formal supplier contract.

I am attaching the following documents for your review.

- 1) Completed Letter of Intent with actual contract price offers.
- 2) Cost Analysis by zone. (Comparing current utility year to date default rates versus RFB price offers)
- 3) Sample supplier contracts for review of the short-listed potential suppliers will follow under separate email cover.

Next Process Steps:

- If your town decides that they would like to participate in the Municipal Energy Program I will need you to sign the attached **Letter of Intent** and return it back by no later than end of business on March 5th.
- On March 10th 2015 MEP will be receive our requested executable bids from the short-listed set of suppliers and at that time if we are able to secure the price you have agreed to in today's Letter of Intent (LOI), or a lower price, MEP will lock in your energy supply with the lowest bidding supplier, based upon the LOI you returned to MEP by March 5th.

- We will then send you a pre-approved contract with your towns specific energy details populated. Please note that if we are unable to secure the agreed to contract price, or lower, no participating town will be under any contract obligation or commitment. If the price on March 10th is lower than the agreed price your town will be contracted at the lower price.
- Based upon our review of the supplier's bids, as displayed in the attached cost analysis, the Municipal Energy Program is recommending that your town seek approval prior to March 5th, 2015, to contract on the following recommendations:
 - 1) 24 month term on Electricity at a rate of 6.047 cents / KWh (or lower)
 - 2) 24 month term on Natural gas at a rate of \$.371/ Therm (or lower)

Please review attached saving analysis for details . Please note that the savings analysis was completed at an aggregate level and results may vary slightly by individual towns.

As always if you have any questions please do not hesitate to reach out to us at the number below or by responding to this email. Please remember that by participating in this program all cost savings are eligible for the **Tax Freeze Rebate Program**. Please return all documents by mail, email or fax to the numbers below.

Thanks
Jeff Levin

Municipal Energy Program
500 Mamaroneck Avenue
Harrison, NY 10528

Ph # 914-630-7713
Fax # 855-487-1700

mepinfo@pro-starenergy.com



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February 19, 2015

Re: MEP Member Entity – Letter of Intent (binding)

Attn: Town Official:

On behalf of the Customer listed below, I hereby warrant and affirm the acceptance of pricing at or below the respective pricing level identified in Exhibit A as per our town's participation in the RFB_3-10-15 ("Proposal"). I acknowledge and understand that market pricing will be requested on March 10, 2015 for potential transaction.

Supplier may rely on this material representation as full and complete acceptance by Customer of this Proposal and their respective Agreement. Further, Customer understands and acknowledges that supplier is relying on this material representation to purchase forward goods or services necessary, if available, to fulfill supplier's obligations under this agreement.

Within a commercially reasonable time frame, Customer will execute all documents necessary to evidence this transaction; namely the Agreement and any supplier transaction exhibits/attachments that once populated with the price, supply term and quantities per Exhibit A form the basis of their agreement (collectively the "Transaction Documentation"). I acknowledge that failure to execute and return the Transaction Documents will constitute an event of default and that remedies per such event are described in the respective supplier's contract language.

The signing and returning of a Customer executed copy of this letter to Pro Star Energy Services by 5:00 PM on March 5, 2015, c/o Jeff Levin, 500 Mamaroneck Avenue, Harrison NY, 10528, or email mepinfo@pro-starenergy.com, or fax 855-487-1700 shall evidence customer's commitment as described herein. Subsequently such evidence will be provided to the supplier, which will constitute the agreement to participate as well as approval and commitment to use the provided contractual language of the any of the short-listed suppliers.

Customer: _____

By SUPPLIER
BY: _____
NAME: _____
TITLE: _____
DATE: _____

By CUSTOMER
BY: _____
NAME: _____
TITLE: _____
DATE: _____

Exhibit A

Participating Affiliates of **CUSTOMER**

A. Electricity Pricing

NY Pricing Zone	Fixed Price \$/kWh
A	
B	
C	.0605
D	
E	
F	
G	
H	
I	
J	
K	

Term: 24 Months commencing meter reads as soon as possible following April 1, 2015

B. Natural Gas Pricing

Fixed Price \$/therm

Term: 24 Months commencing meter reads as soon as possible following April 1, 2015

Exhibit A

Participating Affiliates of **CUSTOMER**

A. Electricity Pricing

NY Pricing Zone	Fixed Price \$/kWh
A	
B	
C	
D	
E	
F	
G	
H	
I	
J	
K	

Term: 24 Months commencing meter reads as soon as possible following April 1, 2015

B. Natural Gas Pricing

Fixed Price \$/therm
.371

Term: 24 Months commencing meter reads as soon as possible following April 1, 2015

Thru A01

ProStar Indicative Price Quote

Proposal For:	Town of Marcellus
Date:	2/12/2015
State:	New York
ISO Zone:	NVISO-C
Rate Class:	12006



Contact: Jeff Levin
 Office: 914-630-7712
 Email: jlevin@pro-starenergy.com

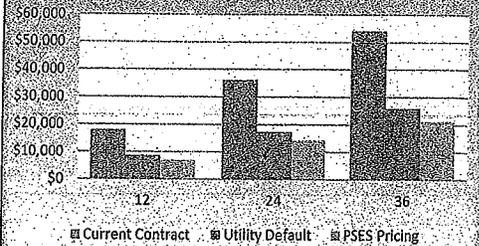
Annual Consumption: 129,756 kWh
 Current Supply Rate: \$ 0.14590 kWh
 Default Price to Compare: \$ 0.07019 kWh

Fixed Price Service			
Months	12	24	36
Start Month	Jan-15	Jan-15	Jan-15
End Month	Jan-16	Jan-17	Jan-18
Price (\$/kWh)	\$0.05747	\$0.05747	\$0.05747

Potential Energy Spend Over Term			
Months	12	24	36
Current Contract	\$18,056	\$36,112	\$54,168
Utility Default	\$8,686	\$17,372	\$26,058
PSES Pricing	\$7,112	\$14,225	\$21,337

Potential Savings Over Term			
	12	24	36
% Savings vs Current	60.61%	60.61%	60.61%
% Savings vs Utility	18.12%	18.12%	18.12%
\$ Savings vs Current	\$10,944	\$21,887	\$32,831
\$ Savings vs Utility	\$1,574	\$3,148	\$4,721

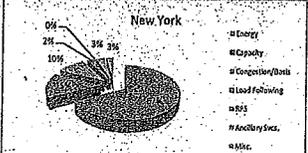
Estimated Energy Spend



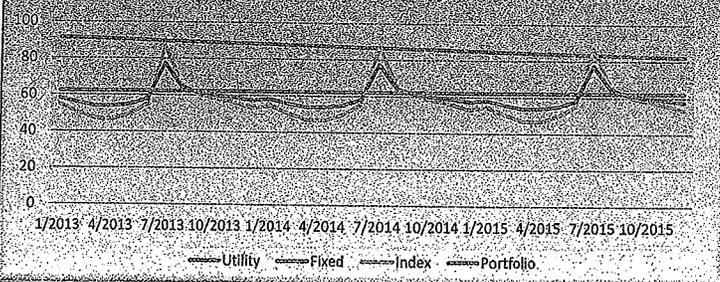
Historical Usage

January	8,719
February	8,888
March	8,677
April	8,919
May	10,410
June	12,823
July	13,982
August	13,531
September	11,414
October	9,172
November	8,226
December	8,995
Totals	129,756

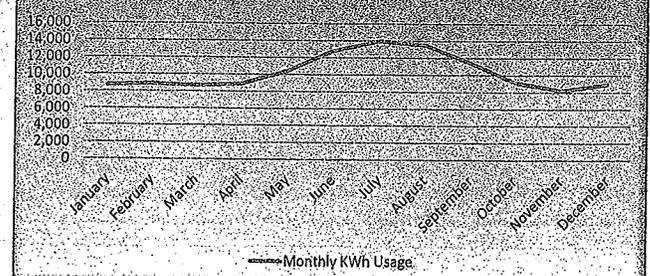
Components of Electricity Pricing



36 Month Price Projection



Usage Profile (kWh)



Information contained within this pricing report is proprietary and confidential

1/11/11

Pro Star Indicative Price Quote

Proposal For: Marcellus
Date: 2/13/2015
State: New York
Region: Upstate
Rate Class: SC 2
Annual Consumption: 5,072 therms
Current Supply Rate: \$ 0.82200 therms
Default Price to Compare: \$ 0.52790 therms



Contact: Jeff Levin
Office: 914-630-7712
Email: jlevin@pro-starenergy.com

Fixed Price Service			
Months	12	24	36
Start Month	Mar-15	Mar-15	Mar-15
End Month	Mar-16	Mar-17	Mar-18
Price (\$/therm)	\$0.37100	\$0.37100	\$0.37100

Potential Energy Cost Over Term			
Months	12	24	36
Current Contract	\$4,169	\$8,338	\$12,508
Utility Default	\$2,678	\$5,355	\$8,033
PSES Pricing	\$1,882	\$3,763	\$5,645

Potential Savings Over Term			
% Savings vs Current	54.87%	54.87%	54.87%
% Savings vs Utility	29.72%	29.72%	29.72%
\$ Savings vs Current	\$2,287	\$4,575	\$6,862
\$ Savings vs Utility	\$796	\$1,592	\$2,387

Historical Usage	
January	805
February	689
March	556
April	376
May	264
June	217
July	208
August	217
September	225
October	330
November	482
December	704
Totals	5,072

Information contained within this pricing report is proprietary and confidential

TOWN OF MARCELLUS LETTERHEAD

Date

Mr./Ms.
Street Address
Marcellus, NY 13108

RE: Residential Well Testing Program
Pleasant Valley Road
Town of Marcellus, Onondaga County, NY

Dear Mr./Ms.:

During recent facility improvements at the Town Highway Garage, contaminated soil was encountered. The contamination was related to petroleum and vehicle maintenance fluids. Further investigative work was undertaken by TDK Engineering (TDK), on behalf of the Town and in cooperation with the New York State Department of Environmental Conservation (DEC) and New York State Department of Health (NYSDOH). During this effort, the following information was discovered:

- Part of the subsurface investigation takes into consideration potential users of groundwater. In this regard, several nearby residences were identified as being served by private water supply wells, rather than being connected to the municipal water supply system. According to Town records, your residence was included in this group.
- During the study it was also discovered that there were additional potential environmental concerns identified along the Lee Mulroy Road corridor. In addition to the Town highway garage spill, there have been multiple reported discharges of petroleum and vehicle maintenance-related fluids throughout the area, dating back to the late 1980's. A historic municipal dump site is also located in relatively close proximity to the residences.
- The locations of the residential wells, relative to the historic spills and potential contaminant sources warrants closer evaluation. Therefore, as a precaution the Town is proposing to sample your well for testing by a NYSDOH-certified laboratory. ?
- Results of the testing program would be compared to applicable DEC and/or NYSDOH criteria and provided to you along with a brief summary letter.

Mr./Ms. _____

Date _____

The Town Codes Enforcement Officer, Mr. John Houser will be contacting you in the near future to ~~discuss the testing program. Mr. Houser will also provide a brief questionnaire concerning construction features of your well.~~ Any information you can provide will be helpful with regard to the overall investigation effort. *

~~There may also be a meeting held with interested parties, at some point within a public forum. In the meantime, if you have any questions please don't hesitate to contact Mr. Houser (315-673-3269 ext. 4), TDK (Joe Durand: 315-672-8726) the DEC's regional office (Dick Brazell: 315-426-7523) or the NYSDOH's regional office (Dick Jones: 315-477-8148).~~

Sincerely,

MARCELLUS TOWN BOARD
TOWN OF MARCELLUS

KEVIN O'HARA JOHN SCANLON KAREN POLLARD CHRIS HUNT

MARY JO PAUL

~~MaryJo Paul, Supervisor~~

MJP/xxx

Enclosure(s)

* Set up a convenient time to obtain a water sample + pick up the completed, enclosed questionnaire concerning construction features of your well.

AMBULANCE SERVICE

Municipal Contracts and Fees

EMSFIRELAW.COM

PINSKY LAW GROUP, PLLC



Billing for services

- Billing for services is a good thing. Residents pay for health insurance or have access to it, but do not use it to cover the costs of ambulance services.
- Instead, taxes pay for the costs of services, or not for profit services provide less than adequate services due to lack of funding.
- Other dangers of failing to bill for services:
 - If a not for profit ambulance company provides services but does not bill for services, Medicare will NOT pay for the services provided by an ALS provider who assisted on the ambulance. Medicare will permit the ALS provider to bill the Medicare recipient directly!

EMSFIRELAW.COM

PINSKY LAW GROUP, PLLC



Municipal Contracts

- Municipalities may contract for ambulance services pursuant to 122-b of the General Municipal Law.
 - Town may fix a schedule of fees or charges to be paid by persons requesting the use of the services.
 - Comptroller and Attorney General have consistently opined that these fees belong to the municipality.
- If there is a contract, and if the patient is billed, town must pass a resolution fixing the charges/user fees. Without a resolution, the services must be provided without charge.
 - If there is no contract, the ambulance may charge as it desires.

!
YES - we do this?

EMSFIRELAW.COM

PINSKY LAW GROUP, PLLC

Billing Rules

- The Comptroller deems user fees are equated to taxes.
- The municipality may permit the ambulance to collect the fees, but they must be remitted to the municipality.
- Ambulance service must pay back the funds to the town each month. The town may then pay the contracted amount to the ambulance service (either above or below the user fees).
- Note: This rule applies to for profits and not for profits.

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PINSKY LAW GROUP, PLLC



Billing Rules, continued

- Municipality may not set billing fee in excess of actual cost and may not generate a "profit".
- A charge in excess of the cost constitutes a "tax", which cannot be imposed unless there is statutory authority.
 - No such authority in NYS for an excess charge, says the Comptroller.
- Charges can be incurred in such an amount to maintain reserves for future purposes, such as permitting a not for profit ambulance company to save for new ambulances.

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PINSKY LAW GROUP, PLLC



Present court case

- Pinsky Law Group presently has action involving a for profit ambulance company and the Town of Chester, NY.
- Town has a contract with ambulance company, which provides no set fee, and all billing revenues simply pass to the ambulance.
- Court has stated that this arrangement is not permissible and will rule on the constitutionality of the contract soon.
- Therefore: Do not have "no fee" contracts.

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PINSKY LAW GROUP, PLLC



Billing Revenues

- Billing Revenues generated from part of the town only must benefit only part of the town and should not benefit other residents not in the ambulance district.
- A reserve fund should be established if any surplus reserve funds are generated.

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PINSKY LAW GROUP, PLLC

So how do we draft a contract?

- (1) Establish a flat fee for the ambulance service to be paid by the town to the ambulance company.
- (2) Estimate the amount of the billing revenue and reduce the contract by that amount.
- (3) The difference in the flat fee and billing revenue will be raised by taxes and paid to the ambulance provider.
- (4) Any increase in the billing revenue over the estimated amount will belong to the town and placed in reserves against next years tax levy.
- (5) The contract should provide that the town will be relieved from underpayments from billing revenue.

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PINSKY LAW GROUP, PLLC

AMBULANCE SERVICE COSTS

	2013	2014	2015
TOT. EXP.	\$572,476	\$594,800	\$600,000
CONTRACT.	\$275,266	\$264,856	\$283,000
INSUR.FEES	\$125,000 ?	\$128,653	\$130,000
TOT.MARC.	\$400,266 = 69%	\$393,509 = 66%	\$413,000 = 69%
REVENUE			
	-	-	
	\$332,036 = 58%	\$344,984 = 58%	\$360,000 = 60%
OVER TAXED	\$ 68,230	\$ 48,525	\$ 53,000

Form **990**

Name **MARCELLUS AMBULANCE VOLUNTEER
EMERGENCY SERVICES, INC.**

Tax Return History

Employer Identification Number
16-1502221

2013

	2009	2010	2011	2012	2013	2014
Contributions, gifts, grants				5,055	12,133	
Membership dues				567,824	498,385	
Program service revenue				1,050		209
Capital gain or loss				228		
Investment income						
Fundraising revenue (income/loss)						141
Gaming revenue (income/loss)				800		
Other revenue				574,957	510,868	
Total revenue						
Grants and similar amounts paid				80,056	64,025	
Benefits paid to or for members				253,550	265,120	
Compensation of officers, etc.					4,256	
Other compensation				11,426	6,347	
Professional fees				62,268	62,807	
Occupancy costs				186,579	169,921	
Depreciation and depletion				593,879	572,476	
Other expenses				-18,922	-61,608	
Total expenses						
Excess or (Deficit)				574,957	510,868	
Total exempt revenue				574,957	498,735	
Total unrelated revenue				1,186,498	1,085,938	
Total excludable revenue				618,502	579,550	
Total Assets				567,996	506,388	
Total Liabilities						
Net Fund Balances						

FEB. 26TH

*K.C. Heffernan Elementary School Parent Teacher Organization
Sponsored by the Marcellus Sports Booster Club, Inc.*



January 22, 2015

RECEIVED

JAN 26 2015

MARCELLUS TOWN CLERK

Ms. Mary Jo Paul
Marcellus Town Supervisor
24 East Main Street
Marcellus, NY 13108

2 Learners Landing
Marcellus, NY 13108

kchpto@gmail.com

Dear Ms. Paul,

I would like to make you aware of a community fundraising effort that is currently underway with the help of the Marcellus Central School District's Katherine C. Heffernan Elementary School Parent Teacher Organization (PTO). The mission of the PTO is to enhance and support the educational experience of all students. We also work to develop and encourage a community connection between home and school.

In that spirit of fostering "community", PTO has organized a fundraiser to replace the wooden playground that was constructed in 1993. It is the Elementary School's main playground and is located between the Elementary and Senior High School buildings. The playground has served the District well over the past 22 years and has accordingly seen heavy use from students and community members. As it now has reached the end of its useful life span, a new structure must take its place. The fundraising goal necessary to replace this structure with modern materials is ~~\$100,000.00~~. The "21st Century Playground for our 21st Century Kids" campaign began with \$10,000 "seed" money from the District. Through the outstanding efforts of the "Prize-A-Poolza" raffle committee, we raised an additional \$8300.00 this fall! We are relying on sponsorships, in-kind donations, grant writing and an on-campus "5K and Fun Run" in April to meet our goal.

The current playground was constructed through a similar community effort over twenty years ago. Parents, school employees and community members fundraised and provided the labor to build the playground. Through the years, equipment has worn and some has failed from the countless hours of use it has received. Pressure treated lumber is no longer the preferred material due to its chemical treating and persistent weathering that leads to splinters. Modern playgrounds are made of various plastics and more weather resistant materials. The new playground will

2014-2015
Executive
Board

Chairs

Kristel Isgar

Kathleen Gardiner

Treasurers

Tracy Caryl

Christine Robinson

Secretaries

Jessica Knox

Emily Smorol

Our purpose is to enhance and support the educational experience of all students.

Phil discussing @ Donnie

also feature a wider range of equipment to meet a more diverse population of student needs. Children of all physical abilities will be able to utilize and enjoy the new playground.

A major component of our fundraising campaign is the reliance on the generosity of local businesses and families, along with other stakeholders that use the playground and facilities. As you are aware, the Marcellus Parks and Recreation offers many programs at our elementary school and is considered an important stakeholder in the KCH playground. We would be most grateful of any donation that you may be able to provide. Whether it is money, services, materials or labor, any donation is beneficial to our community's children. Attached is a description of the various levels of sponsorship and the benefits associated with each level.

Once the fundraising financial goal is met, we intend to schedule a "community build" weekend. This too will reduce costs and also create a deeper spirit of "community" for the families and children of Marcellus.

Please contact me at 315-436-0208 or kath020871@aol.com to better determine how you may be able to assist us. We look forward to working with you to create a safer play space for the children of Marcellus. Updates of our project will be available through email and are also available on our Facebook page: KCH PTO "21st Century Playground for our 21st Century Kids"

Please help us in making the "21st Century Playground for our 21st Century Kids" project successful. Thank you for your time in considering this request.

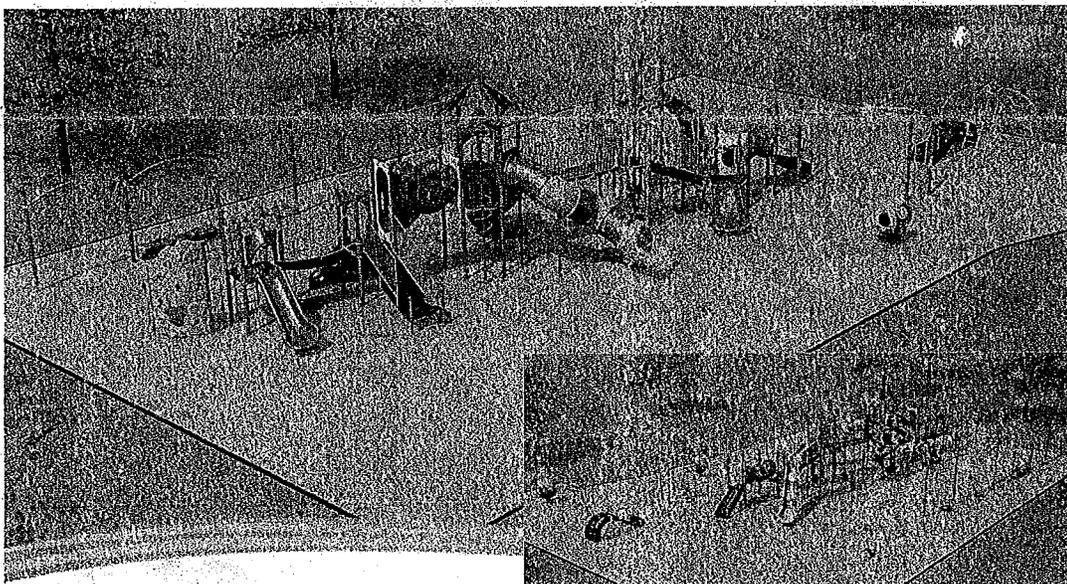
Sincerely,



Kathleen Gardiner

K.C. Heffernan PTO Co-Chair

Fundraising to **Raise** the Fun for the 21st Century Playground for our 21st Century Kids!



Town Fees

Trash Permit Fees:

Passenger Vehicle - \$18.00 – 6 trips
Pickup Truck - \$35.00 – 4 trips
Stake Rack Truck - \$50.00 – 2 trips
Tire Permits - \$2.00 – under 19"
Tire Permits - \$12.00 – over 19"
Freon Tags - \$20.00

Marriage Licensing Fee:

\$35.00 – (NYS states \$40 on its website)

Dog Licensing Fees:

Spayed/Neutered - \$6.00
Unspayed/Unneutered - \$14.00

Other Towns:

Skaneateles - \$7.50/\$22.50 - \$5.00 discount for seniors
Marcellus - \$6.00/\$14.00
Van Buren - \$14.00/\$24.50
Elbridge - \$8.00/\$17.00
Salina - \$10.00/\$18.00 - \$5.50 discount for seniors
Camillus - \$7.00/\$14.00
Manlius - \$10.00/\$18.00
Pompey - \$7.00/\$14.00
Onondaga - \$9.00/\$18.00
Cicero - \$10.00/\$18.00 - \$5.00 discount for seniors
Clay - \$5.00/\$15.00
Lysander - \$7.50/\$15.50
Geddes - \$7.00/\$16.00
Fabius - \$8.00/\$15.00
Spafford - \$7.50/\$15.00 – Seniors \$3.75/\$7.50
Dewitt - \$10.00/\$18.00
LaFayette \$5.00/\$13.00
Otisco - \$7.00/\$15.00

Sandy Taylor

From: Jeff Travers [jtravers@publicsectorhr.org]
Sent: Friday, February 13, 2015 8:55 AM
To: Mary Jo Paul (fwd); Sandy Taylor
Subject: Sample Policy - Unpaid Leave of Absence

Mary Jo – here is the policy we would recommend should the Town Board decide that is what it wants:

Unpaid Leave of Absence

Optional – sample

Policy Statement – Subject to the approval of the Town Board, unpaid leaves of absence other than under the Family and Medical Leave Policy may be available to an employee for personal reasons including, but not limited to, family responsibilities and education.

Request for Unpaid Leave – The employee must submit a request and the reasons for the leave, in writing, to the Town Board at least thirty calendar days prior to planned commencement of the requested leave. Shorter notification may be permitted in cases of emergency. The Town Board has sole discretion in approving such leave.

Conditions of Leave – The Town Board will specify the duration of an unpaid leave of absence and may impose such other terms, conditions and restrictions on the employee as deemed appropriate. The maximum duration of an unpaid leave of absence may not exceed two months. (or whatever period the Board chooses for this policy)

Continuation of Benefits – An employee on an approved unpaid leave of absence may continue to be eligible for medical insurance coverage in accordance with COBRA.

Disability benefits and accruals for leave benefits shall be suspended. (or disability in accordance with what the Board chooses for this policy)

Return to Work – An employee who fails to return from an unpaid leave of absence at the scheduled expiration date without giving proper notice or receiving proper authorization shall be conclusively presumed to have voluntarily resigned from employment.

Change in Status – If the reason for the unpaid leave of absence changes, the employee must return to work.

Jeff Travers
Principal
Public Sector HR Consultants LLC
jtravers@publicsectorhr.org
518.399.4512
www.publicsectorhr.org



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