

MARCELLUS TOWN BOARD/WORKSHOP AGENDA
Thursday, June 25, 2015

CALL TO ORDER

SALUTE TO FLAG

1. Approve monthly activity and audit of bills
2. Mr. D. J. Van Keuren – Discussion of Senior housing and rezoning
3. Mr. Tom Reiley – Insurance Renewal Review
4. Time Warner Cable – Resolution
5. MEP Resolution
6. Limeledge Water District – BAN to Bond
7. Court Hours
8. Letter from Resident: re: Highway Department
9. Letters from the Mayor
10. John Houser –Updates
11. Falls Road Refund Review
12. Safety Committee
13. Planned Unit Development (PUD) Process
14. Reserves, Bank Accounts
15. Tour of Park

Discussion Agenda

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

Adjournment

The office will be closed on Friday, July 3, 2015 – in observance of Independence Day

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

Future Meeting Dates:

Planning/Zoning Meeting – Monday – July 6, 2015 – Town Hall -7:00 pm

Town Board Meeting – Monday – July 13, 2015 – Town Hall – 7:00 pm

Town Board Workshop Meeting – Thursday – July 23, 2015 – 5:00 pm – Fire Department

PREMIUM COMPARISON

Insured: Town of Marcellus

Effective Date: July 24, 2015

Account Manager: Pamela Vann

LINE OF COVERAGE	(A)	(B)	(C)	DIFFERENCE	
	2014 PREMIUM @ INCEPTION	2014 PREMIUM W/ UPDATED EXPOSURES	2015 QUOTED PREMIUM	PREMIUM (C)-(B)	% (C):(B)
Property	\$3,775.19	\$3,771.19	\$2,988.09	-5783.10	-20.77%
Insurance Company	Selective Insurance Company				
Comments: Property limits increased by 4%. Platt Hill Road Pump House Location Deleted.					
Total Building and Contents Limit increased from \$2,088,722 to \$2,167,908					
Crime	\$778.00	\$778.00	\$836.00	\$58.00	7.46%
Insurance Company	Selective Insurance Company				
Comments:					
General Liability	\$11,365.00	\$11,365.00	\$7,608.00	-\$3,757.00	-33.06%
Insurance Company	Selective Insurance Company				
Comments:					

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION
RENEWAL OF
CABLE FRANCHISE AGREEMENT
6/24/15**

Councilor _____ moved for the acceptance and approval of the proposed Cable Franchise Agreement with Time Warner Cable and Councilor _____ seconded the motion.

WHEREAS, an application has been duly made to the Board of the Town of Marcellus, County of Onondaga, New York, by **TIME WARNER CABLE NORTHEAST LLC** ("**Time Warner**"), a partnership organized under the laws of the State of New York doing business at 2604 Seneca Avenue, Niagara Falls, New York 14305, and holder of a cable television franchise in the Town of Marcellus for the approval of an agreement to renew Time Warner's cable television franchise for an additional fifteen (15) years. The Franchise Renewal Agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

A hearing was held in the Town of Marcellus on May 28, 2015 at 7:00 p.m. and notice of the hearing was published as part of the Town's May 28, 2015 Workshop Agenda; and

WHEREAS, at the May 28, 2015 meeting, the Town Board approved the proposed contract and directed the Town Supervisor to sign the Agreement on behalf of the Town, a copy of which is attached hereto as Exhibit "A".

NOW, THEREFORE, the Board of the Town of Marcellus finds that:

1. Time Warner has substantially complied with the materials terms and conditions of its existing franchise and with applicable law; and
2. The quality of the Time Warner service, including signal quality, response to customer complaints and billing practices has been in light of community needs; and
3. Time Warner has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
4. Time Warner can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

BE IT FURTHER RESOLVED, that the Board of the Town of Marcellus hereby renews the cable television franchise of Time Warner in the Town of Marcellus for fifteen (15) years commencing on the date of approval by the Public Service Commission.

BE IT FURTHER RESOLVED, that the Board of the Town of Marcellus hereby confirms that this Franchise Renewal Agreement replaces the original franchise last amended on 10/14/04.

BE IT FURTHER RESOLVED, this resolution is a confirmation of and approval of the Board action taken on May 28, 2015.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

John Scanlon	Councilor	Voted	Yes/No
Christopher Hunt	Councilor	Voted	Yes/No
Kevin O'Hara	Councilor	Voted	Yes/No
Karen Pollard	Councilor	Voted	Yes/No
Mary Jo Paul	Supervisor	Voted	Yes/No

The foregoing resolution was thereupon declared duly adopted.

DATED: _____, 2015

Town of Marcellus Clerk

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION
AUTHORIZING MEMBERSHIP IN THE
MUNICIPAL ENERGY PROGRAM**

6/24/15

WHEREAS, municipal corporations are authorized to create and operate purchasing cooperatives for the purchase of electricity, natural gas and other utility bill management services as provided in Article G of the General Municipal Law; and

WHEREAS, the Organizing Local Governments, acting in accordance with section 119-o of the General Municipal Law, cooperatively created the "Municipal Energy Program" otherwise known as the MEP, for the purpose of fulfilling their respective public and governmental purposes, needs, objectives and programs; and

WHEREAS, the Organizing Local Governments have additionally determined that other municipal corporations and districts, as defined in General Municipal Law §119-n, qualified to do so, should be permitted to join with them through execution of an addendum to their Intermunicipal Cooperation Agreement (hereinafter referred to as the "Agreement"), in order to fulfill their own respective public purposes by participation in the MEP; and

WHEREAS, the Town of Marcellus is a "municipal corporation" as defined in General Municipal Law § 119-n; and

WHEREAS, the Town of Marcellus is a "district" as defined in General Municipal Law §119-n; and

WHEREAS, this board (council) has reviewed the Agreement creating the MEP and understands its terms and conditions;

NOW THEREFORE BE IT RESOLVED, that the Town of Marcellus, in the County of Onondaga, hereby joins the MEP as a Member and authorizes the Town Supervisor to sign and execute the Agreement on its behalf; and

BE IT FURTHER RESOLVED, that this Member hereby authorizes the Organizing Local Governments and Pro-Star, acting as the MEP's energy consultant, to prepare, advertise, disseminate and open bids and to award contracts for the purchase and delivery of natural gas and/or electricity on behalf of the Member, in accordance with such bid specification, to the lowest responsible bidder or the bid that reflects the best value as set forth by General Municipal Law § 103 (16), as is determined by the Organizing Local Governments or to reject any and all such bids; and

BE IT FURTHER RESOLVED, that the officers and employees of this Member are authorized to execute such other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

John Scanlon	Councilor	Voted	Yes/No
Christopher Hunt	Councilor	Voted	Yes/No
Kevin O'Hara	Councilor	Voted	Yes/No
Karen Pollard	Councilor	Voted	Yes/No
Mary Jo Paul	Supervisor	Voted	Yes/No

The foregoing resolution was thereupon declared duly adopted.

DATED: _____, 2015

Town of Marcellus Clerk

**PREMIUM COMPARISON
(CONTINUED)**

LINE OF COVERAGE	(A)	(B)	(C)	DIFFERENCE	
	2014 PREMIUM @ INCEPTION	2014 PREMIUM W/ UPDATED EXPOSURES	2015 QUOTED PREMIUM	PREMIUM (C)-(B)	% (C):(B)
Inland Marine	\$4,146.00	\$4,489.00	\$4,489.00	\$0.00	0.00%
Comments: Scheduled Equipment Values increased from \$1,194,701 to \$1,321,973					
Public Officials Liability	\$8,872.00	\$8,872.00	\$8,872.00	\$0.00	0.00%
Insurance Company	Selective Insurance Company				
Comments:					
Automobile	\$10,183.00	\$10,331.00	\$10,605.00	\$274.00	2.65%
Insurance Company	Selective Insurance Company				
Comments: Deleted 2 vehicles, added 1.					
Umbrella	\$7,986.00	\$7,986.00	\$7,856.00	-\$130.00	-1.63%
Insurance Company	Selective Insurance Company				
Comments:					
TOTAL:	\$47,105.19	\$47,592.19	\$43,254.09	-\$4,338.10	-9.12%



Environmental Facilities Corporation

ANDREW M. CUOMO
Governor
MATTHEW J. DRISCOLL
President and CEO

MEMORANDUM

TO: Mary Jo Paul, Supervisor
FROM: Mary Ellen Lynch
DATE: 6/19/15
SUBJECT: New York State Revolving Fund (SRF)
Exhibits Approval
Project No(s): 16882 & 16882-70
Town of Marcellus, Onondaga County

Attached please find the Principal Repayment Schedule options for your loan for Project # 16882 & 16882-70

Two options are presented for your review and approval. Please select one.

Please sign below to indicate approval and/or corrections and return all three (3) pages by noon, Tuesday May 23, 2015 to EFC by FAX (518-402-7088) or scan and email to MaryEllen.Lynch@efc.ny.gov.

Thank you for your prompt attention to this matter

Payment option selected: Net Level Debt 50 % Rule

APPROVED BY:

Mary Jo Paul, Supervisor

Date _____

CORRECTIONS MADE BY:

Date _____

c.
Michael Parker, PE
Connie Cahill, Esq.
James J. Gascon, Esq.
Lori Petrocci

Exhibit F

New York State Environmental Facilities Corporation

Town of Marcellus

County: Onondaga

DWSRF Project No. 16882 & 16882-70

Payment Schedule

Net Level  **DRAFT**

Date	Coupon	Principal	Interest	Debt Service
				Annual
10/01/15		97,900.00		\$97,900.00 - 6 = 91,900
10/01/16		97,900.00		\$97,900.00
10/01/17		97,900.00		\$97,900.00
10/01/18		97,028.00		\$97,028.00
10/01/19		97,900.00		\$97,900.00
10/01/20		97,900.00		\$97,900.00
10/01/21		97,900.00		\$97,900.00
10/01/22		97,900.00		\$97,900.00
10/01/23		97,900.00		\$97,900.00
10/01/24		97,900.00		\$97,900.00
10/01/25		97,900.00		\$97,900.00
10/01/26		97,900.00		\$97,900.00
10/01/27		97,900.00		\$97,900.00
10/01/28		97,900.00		\$97,900.00
10/01/29		97,900.00		\$97,900.00
10/01/30		97,900.00		\$97,900.00
10/01/31		97,900.00		\$97,900.00
10/01/32		97,900.00		\$97,900.00
10/01/33		97,900.00		\$97,900.00
10/01/34		97,900.00		\$97,900.00
10/01/35		97,900.00		\$97,900.00
10/01/36		97,900.00		\$97,900.00
10/01/37		97,900.00		\$97,900.00
10/01/38		97,900.00		\$97,900.00
10/01/39		97,900.00		\$97,900.00
10/01/40		97,900.00		\$97,900.00
10/01/41		97,900.00		\$97,900.00
10/01/42		97,900.00		\$97,900.00
10/01/43		97,900.00		\$97,900.00
10/01/44		97,900.00		\$97,900.00
		2,936,128.00		2,936,128.00

Exhibit F

New York State Environmental Facilities Corporation

Town of Marcellus

County: Onondaga

DWSRF Project No. 16882 & 16882-70

Payment Schedule

DRAFT

50% Rule

Date	Coupon	Principal	Interest	Debt Service
				Annual
10/01/15		78,297.00		\$78,297.00 - 6 = 72,297
10/01/16		79,647.00		\$79,647.00
10/01/17		80,997.00		\$80,997.00
10/01/18		82,347.00		\$82,347.00
10/01/19		83,682.00		\$83,682.00
10/01/20		85,047.00		\$85,047.00
10/01/21		86,397.00		\$86,397.00
10/01/22		87,747.00		\$87,747.00
10/01/23		89,097.00		\$89,097.00
10/01/24		90,447.00		\$90,447.00
10/01/25		91,797.00		\$91,797.00
10/01/26		93,147.00		\$93,147.00
10/01/27		94,497.00		\$94,497.00
10/01/28		95,847.00		\$95,847.00
10/01/29		97,196.00		\$97,196.00
10/01/30		98,546.00		\$98,546.00
10/01/31		99,896.00		\$99,896.00
10/01/32		101,246.00		\$101,246.00
10/01/33		102,596.00		\$102,596.00
10/01/34		103,946.00		\$103,946.00
10/01/35		105,296.00		\$105,296.00
10/01/36		106,646.00		\$106,646.00
10/01/37		107,996.00		\$107,996.00
10/01/38		109,346.00		\$109,346.00
10/01/39		110,696.00		\$110,696.00
10/01/40		112,046.00		\$112,046.00
10/01/41		113,396.00		\$113,396.00
10/01/42		114,746.00		\$114,746.00
10/01/43		116,096.00		\$116,096.00
10/01/44		117,445.00		\$117,445.00
		2,936,128.00	-	2,936,128.00

— DEBT ONLY —

	<u>LIMELEDGE</u>		<u>UNITS**</u>		<u>30 YEARS</u>
2015	\$103,478				
	—	6,000 *			
	—————				
	\$97,478	÷	324.12 **	=	\$300.75 /YR
LEVEL	\$97,900				
	—	6,000 *			
	—————				
	\$91,900	÷	324.12 **	=	\$283.54 /YR
VARIABLE	\$78,297				
	—	6,000 *			
	—————				
Year 1	\$72,297	÷	324.12 **	=	\$223.06 /YR
	117,445				
	—	6,000 *			
	—————				
Year 30	\$111,445	÷	324.12 **	=	\$343.84 /YR

<u>2016</u>		<u>2015</u>		<u>BUDGET</u>
\$223	VS	\$300	↓	\$ 25 K
\$283	VS	\$300	↓	\$ 5.5 K

* \$6,000 Yearly payment by Villabe
 ** \$324.12 - Total number of Units

MEMORANDUM

TO: Mary Jo Paul, Town Supervisor
And Members of the Marcellus Town Board

FROM: Mary Reagan Dailey
Matthew S. Moses

DATE: June 22, 2015

RE: Court Office Hours

In order to accommodate the hours necessary for evening Court on Tuesdays, the Court office will be closing at noon on Fridays effective June 26, 2015.

Posted Court office hours will be:

Monday-Thursday	9:00 AM to 4:30 PM
Friday	9:00 AM to 12:00 PM

This is expected to be a permanent change.

RECEIVED

JUN 12 2015

MARCELLUS TOWN CLERK

June 10, 2015

Frederick S. Marty

4246 Deer Path

Marcellus, New York 13108

Re: Turn. of Marcellus - DPW/Highway Dept

Dear Ms. Paul and Board Members:

I am writing to you to laud your DPW/Highway Dept. We are long time residents of Deer Path (May, 1979) and are very pleased with the service that we have received from the Highway/DPW Dept. for a long time. When we first moved in I got tired of having to replace the shock absorbers and springs on several cars due to the deplorable condition of our road. That is all history, because Deer Path is a fine road that is well maintained and serviced by our Town.

Deer Path has been plowed on a regular basis by Highway Dept. employee, Tom Finn, who has done yeoman service for us in removing snow from Deer Path. Tom has done this service for a moderate period of time. Tom works hard both extended winter hours for plowing of the town roads. Tom is always cheerful no matter how long he has been out plowing the roads, and he is always willing to walk the extra mile gladly to carry out the requests of Deer Path. Tom deserves recognition from the Deer Path residents as well as many others I am sure.

Recently, we requested the Town to fill in the road right of way with dirt to cover a drainage pipe. I thank the cost of this job will be paid by us which is most proper. The highway employee who has been responsible for this work is Mike Ossit. Mike has worked tirelessly on this project for us.

He starts very early in the morning - several days before 7 AM. He is very polite and has discussed his work for us on several occasions. He is quiet in demeanor, but very professional and diligent in his outstanding work. I realize that others from the Highway Dept have assisted Mike in this project, and they are to be commended as well.

The person who guides the work of the DPW / Highway Dept. is Don McLaughlin. Don is very friendly, helpful and knowledgeable. He interacts with the residents of Marcelles very well and is willing to accommodate our requests. Don should be praised for running his Department in a smooth and professional manner. I have enjoyed my opportunities to work with him.

I suspect that not often do you receive letters like this commending your employees. However, since we have been well treated by the DPW / Highway Dept. on Deer Path, the employees of this Dept. as cited are due some positive recognition. Thank you for the service you render to the residents of Marcelles.

Sincerely,
Fred S. Marby

MARCELLUS OLDE HOME DAYS 2015

To: Marcellus Town Supervisor and Board Members
From Marcellus Olde Home Days Committee
Re: Donation
Date: June 17, 2015

Dear Supervisor Paul and Town Board Members,

The 2015 Olde Home Days Committee is pleased to be able to make a donation of \$1,000.00 to the Town in appreciation of all that the Town and its employees do in promoting Olde Home Days each year. The Committee noted that some of the "Welcome to Marcellus" signs are becoming worn and that this donation might be used to purchase new ones. Or, the donation might be earmarked for maintenance of the Village Cemetery, particularly the care and upkeep of the iron fence surrounding it, which fence has been in existence since the first years of the Olde Home Days celebration in the 19th century.

Sincerely,

OLDE HOME DAYS COMMITTEE
Cathy Marsden, Chair
John Curtin, Treasurer

RECEIVED
JUN 18 2015
MARCELLUS TOWN CLERK

MARCELLUS OLDE HOME DAYS 2015

June 17, 2015

Mr. Phil Coccia, Director
Town of Marcellus Parks and Recreation
W. Main Street
Marcellus, NY 13108

Dear Phil,

Many thanks for providing the back-up information for the Park Staff and for explaining the situation regarding the invoices for the past ten years. The timesheets were excellent for both 2014 and 2015, and help to explain much.

I am glad that we were able to reach a mutually satisfactory compensation of \$2,000 for the park staff, which did an exceptional job in keeping the park so well maintained all weekend.

We are only too willing to pay for this exceptional service and we look forward to next year's celebration as well.

Sincerely,



John Curtin, OHD Treasurer

cc: Cathy Marsden, OHD Chair
Mary Jo Paul, Marcellus Town Supervisor

Dear Town Resident,

Enclosed you will find a check for refund of part of the taxes you paid as a resident of the

(A) Falls Road Water District

(B) Falls Road Water District – Ext. 1

for the years 2011, 2012, 2013 and 2014.

Up until 2010 you had been paying taxes to cover both the fire hydrant maintenance fee as well as the debt fee for the construction of the water district. Although the Town continued to collect for both, the debt was paid off in 2010. Therefore, your yearly taxes should have shown a reduction but did not.

Calculations show each property/unit should be refunded

(A) \$377.00

(B) \$282.75

Going forward you will pay only for the hydrant maintenance fee, currently approximately \$9.00 per year.

The Town Board is correcting this previous oversight and wishes to apologize for the error.

Sincerely,

The Marcellus Town Board

Kevin
O'Hara

John
Scanlon

Karen
Pollard

Chris
Hunt

Mary Jo
Paul

Falls Road Water District Refunds

HY072 Falls Road Water District 14 Units

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Taxes Collected	\$1,502	\$1,502	\$1,502	\$1,502
Paid to OCWA	<u>- 117</u>	<u>- 117</u>	<u>- 117</u>	<u>- 123</u>
Over Payment	\$1,385	\$1,385	\$1,385	\$1,379

HY073 Falls Road Water District Ext. 1 116 Units

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Taxes Collected	\$ 220	\$12,626	\$12,626	\$12,626
Paid to OCWA	<u>- 990</u>	<u>- 995</u>	<u>- 993</u>	<u>- 1,047</u>
Under/Over Payment	\$- 770	\$11,631	\$11,633	\$11,579

(Paid out of FB)

$$\$94.25 \times 4 \text{ years} = \$377 \times 14 \text{ units} = \$ 5,278$$

$$\$94.25 \times 3 \text{ years} = \$282.75 \times 116 \text{ units} = \underline{\$32,799}$$

\$38,077

Bank Account: FB \$38,115

End of 2014

1000 SAFETY

1001 Workplace Safety

Policy Statement – Prevention of injury and illness in the workplace requires the cooperation of all employees in all safety and health matters. It is the policy of the Town to reduce the number of workplace injuries and illnesses to an absolute minimum. Accidents can be prevented through use of reasonable precautions and the practice of safe working habits.

Employee Responsibility – In an effort to protect all employees and to safeguard equipment and property, before an employee begins a given task, it is the responsibility of the employee to fully understand the correct operation and possible hazards involved, safety procedures, and necessary safety equipment required to perform the job.

Safety Program – The Town's safety program includes, but is not limited to, the following:

- A Safety Committee, comprised of three employees and three administrative officials, which will meet on a quarterly basis;
- Providing mechanical and physical safeguards to the maximum extent possible;
- Conducting inspections to find and eliminate unsafe working conditions and practices, control health hazards, and comply with the safety and health standards for every job;
- Training all employees in safety and health practices;
- Providing necessary personal protective equipment and instructions for its use and care;
- Developing and enforcing safety and health rules and requiring that employees cooperate with these rules as a condition of employment;
- Investigating, promptly and thoroughly, every accident to find the cause and correct the problem to prevent future occurrences;
- Providing First Aid kits and fire extinguishers throughout buildings and facilities.

Accident Plan – In the event of an accident, an employee must immediately stop work and take the following steps:

- Eliminate the immediate cause of the accident;
- Provide aid to the injured person and summon for assistance;
- Call the Department Head/Superintendent of Highways immediately;
- If the accident appears serious, call an ambulance; and
- Take steps to prevent additional accidents.

1. Emission of dust, smoke, observable gas or fumes, odor, noise, excess light or radiation, interference with radio or TV reception or vibration beyond building site;
 2. Menace by reason of fire, explosion or other physical hazard;
 3. Harmful discharge of waste material;
 4. Unusual traffic congestion due to number of vehicles required.
- b) Operation shall be in harmony with the appropriate and orderly development of the zone.

B. Permitted Accessory Uses:

1. All accessory uses permitted in the R-1 and A-1 zones, subject to requirements as specified.
2. All accessory uses permitted in B-1 zone, subject to requirements as specified.

**SECTION 14
CLUSTER AND PLANNED UNIT DEVELOPMENT**

A. Cluster Development:

1. The Planning Board is granted authority, to be exercised simultaneously with the approval of PLATS, to modify the applicable provisions of the Town of Marcellus Zoning Law as they pertain to locations zoned R-1, R-2, R-3 and R-4, subject to the conditions of Section 278 of the Town Law and the other conditions hereinafter set forth.
2. In addition to the requirements of SECTION 6a - LOT AND BUILDING LIMITATIONS the developer shall submit a computation and demonstrate by appropriate documents and drawings the allowable development site density.
3. In the event that the application of this procedure results in a Plan showing lands available for park, recreation, open space, or other municipal purposes directly related to the Plan, any conditions on the ownership use and maintenance of such lands shall be approved by the Town Board.

B. Planned Unit Development (Pud) Zone:

1. GENERAL PROVISIONS:
 - a) Provisions are included for a Planned Unit Development (PUD) Zone to permit establishment of areas in which diverse uses may be brought together in a compatible and unified plan of development which shall be in the interest of the general welfare of the public. The PUD is intended to promote site design and land use flexibility not feasible in

other zones. In PUD zones, land and structures may be used for any lawful purpose in accordance with the provisions set forth herein.

- b) The classification of any property within the PUD zone requires the undertaking of a two-step process involving the approval of both the Town Board and the Planning Board.
 1. In the first step, the Town Board in its legislative capacity establishes the boundaries of the proposed PUD zone and sets limits on the nature and range of uses, geometric and site controls, and overall project planning. The Town Board's action is in response to the applicant's submission of a general outline that sets forth the contemplated development for the proposed PUD zone.
 2. The Planning Board is delegated by the Town Board to be responsible in the second step for ensuring that the general outline approved by the Town Board is properly implemented. The Planning Board achieves compliance by reviewing and approving (if and when acceptable) the project plan submitted by the applicant. The project plan is the detailed narrative and graphic documentation for the development of the entire PUD zone.
 3. It is understood that certain public benefit features will be required to ensure that the quality of design and amenity are sufficient to justify the departure from conventional zoning restrictions. Emphasis on the preservation of natural site attributes will be accomplished through design and placement of structures which complement rather than conflict with the natural terrain and other natural features such as trees and watercourses.
2. ESTABLISHMENT BY TOWN BOARD:
 - a) All Planned Unit Development (PUD) zones shall be established by the Town Board in accordance with the procedures set forth herein.
 - b) Establishment of a PUD zone is a change to the Zoning Map and shall be made by the Town Board, pursuant to New York State Town Law and the following additional requirements:
 1. Upon receipt of an application, the Town Board shall refer the PUD proposal to the Planning Board for its advisory opinion on the establishment of the PUD zone. The Planning Board shall respond to the Town Board with a written report of its findings and recommendations within a time period established by

- the Town Board, to be not less than 30 days and not more than 90 days, unless modified by mutual agreement of the Town Board and Planning Board.
2. The Town Board is the lead agency for purposes of the New York State Environmental Review Act (SEQR) and shall determine the environmental significance of the proposed PUD zone pursuant to SEQR and make the appropriate notification or referrals to the applicable municipalities or other levels of government.
 3. Prior to any public hearing, the Town Board may meet informally with the applicant, the Planning Board, or other interested parties to discuss the PUD proposal.
 4. Upon public notice of at least 10 days, the Town Board shall conduct a public hearing, after which and upon the consideration of the recommendations by the Planning Board and other agencies, it may vote upon the establishment of the PUD zone.
 5. The Town Board shall, in its resolution adopting the PUD zone change, transfer the PUD zone to the reviewing authority of the Planning Board for project plan approval and shall instruct the Planning Board of the specific uses, area, and other geometric controls to be maintained in the PUD zone or in designated sub-areas and may stipulate project phasing and a timetable of Planning Board review. The resolution shall include a copy of the approved schematic plan of the proposed PUD zone.
 - c) In order to obtain approval of the Town Board for establishment of a PUD zone, the following documents shall be submitted:
 1. A written narrative outlining the applicant's overall concept for the proposed PUD zone, including but not limited to: an explanation of how the proposed PUD conforms to the Town's Comprehensive Plan, the range and mix of land uses; development density; building types; impact upon existing and provision for public facilities, including traffic, points of access, parking, open space/recreation areas; and project financing and phasing.
 2. A schematic plan of the site, drawn to scale, graphically depicting the land use, development, density, and improvements addressed in the applicant's narrative statement.
 3. Appropriate environmental assessment forms, as determined by the Town, in accordance with SEQR.

- An Environmental Impact Statement (EIS) may be required.
4. A survey of the property or properties proposed for inclusion in the PUD zone.
 - d) The Town Board may identify portions of a PUD zone as discrete geographic sub-areas of the project. Such designated sub-areas may have land uses or standards different from the balance of the PUD zone, provided that such designated sub-areas are fully integrated in the overall development for the entire PUD zone.
 - e) The Town Board may establish the sequence in which development of a PUD zone shall proceed by specifying the order in which sub-areas, sections, or phases of a PUD are to be developed. If not specified by the Town Board, the Planning Board may establish a sequence of project staging during project plan review.
 - f) If a proposed PUD zone is to be undertaken in a staged development, the Town Board may stagger the schedule of the Planning Board's project plan approval to correspond with the approved project staging.
3. APPROVAL BY PLANNING BOARD:
- a) Finalization of the PUD
 1. The PUD zone regulations are effective to a specific site, and the Zoning Map is amended upon adoption of an approval resolution by the Town Board. No permits or other approvals may be issued until a project plan has been approved by the Planning Board.
 2. Failure to obtain project plan approval within the required time limits shall cause the original authorization of the Town Board to lapse, and the Planning Board shall refer the property or properties to the Town Board for a zone change back to the original zone.
 3. The project plan is a detailed narrative and graphic documentation for the development of the entire land area or of designated sub-areas within the PUD zone and, unless otherwise specified, shall be approved, with modifications, or disapproved by the Planning Board within 180 days of the approval date of the PUD zone by the Town Board and receipt of a complete application package.
 4. The Planning Board shall evaluate the project plan in accordance with the resolution of the Town Board's authorizing establishment of the PUD zone, applicable site plan review standards, subdivision standards, and

- all applicable laws, codes, and standards of Onondaga County and New York State.
5. Unless specified by the Town Board, the Planning Board shall be responsible to approve the schedule and order of development within the PUD.
 - b) Planning Board Responsibilities
 1. The Planning Board may not specifically prohibit nor permit uses or structures not similarly authorized or prohibited by the Town Board.
 2. The Planning Board shall ensure compliance of the project plan with the area and geometric controls specified in this section unless modified by the Town Board, and with the Town Board resolution establishing the PUD zone.
 3. Upon review by the Planning Board of all detailed site plans within the PUD, it shall determine:
 - a) Whether the detailed site plan is consistent with and carries out the intent of the project development plan as approved.
 - b) Whether, in the opinion of the Planning Board, arrangements for the ownership and maintenance of common land are workable and will result in the permanent preservation of such land for its indicated use.
 - c) Whether, if the application involves less than the total area of the planned unit development, the development proposed under the site plan could exist by itself as a unit capable of sustaining an environment of continuing quality and stability consistent with the project plan. Stages of total communities or new towns may be waived from this determination.
 - c) Project Plan Documents
 1. Project plans must include maps, drawings, and other materials that show:
 - a) Site plans for all construction for which building permits are sought and all adjoining or adjacent structures.
 - b) Landscaping plans showing all open space, plazas, malls, courts, and pedestrian ways within or immediately surrounding the proposed construction.
 - c) Grading plans using United States Geologic Survey (USGS) datum showing existing and proposed topographic contours within and surrounding the proposed construction.

- d) Improvement plans showing existing and proposed drainage, water and sanitary sewer facilities, easements if any, within or affected by the proposed development.
 - e) Vehicular and pedestrian traffic circulation plans showing proposed streets, points of access, sidewalks, and off-street parking and loading to serve any proposed building or facilities.
 - f) General floor plans and building elevations of proposed structures.
 - g) Other items as determined by the Planning Board including, but not limited to, lighting, snow storage, and signage.
 - h) Construction schedule, sequence of development, and project financing.
 - i) Designated area(s) reserved for parkland.
2. The Planning Board may require submission of additional material to explain and/or justify the project plan, which could include, but is not limited to, the following:
 - a) Information necessary to assure compatibility of the proposed project with adjoining existing uses and to Town planning objectives.
 - b) An explanation of the manner in which all requirements of the overall project plan and of other applicable regulations are to be met and in which adequate access for emergency vehicles and fire protection is to be maintained.
 - c) Payment-in-lieu-of-land for parklands.
 - d) Bonding security for proposed public improvements.
 - d) Project Plan Approval and SEQR Compliance

Project plan approval is a Planning Board action, and separate from the Town Board establishment of the PUD zone and shall be conducted in accordance with the applicable procedures and requirements, including New York State Town Law and SEQR. Separate environmental analysis of each project phase may be necessary to supplement the initial SEQR determination and findings made for establishment of the PUD zone.
4. PERFORMANCE STANDARDS:
- a) Unless the Town Board establishes other controls or standards at the inception of the PUD zone, the following shall apply uniformly to the entire PUD zone or to designated portions:
 - b) Permitted Uses

1. The Town Board shall specify the permitted uses within the PUD zone when such zone is initially established and may identify specific uses for lots or sub-areas within the PUD zone. Where residential uses are permitted, the Town Board may establish the unit densities. If the Town Board chooses not to establish densities, the provisions of Subsection D (3) shall apply.
2. The PUD shall also be used to address uses, which, due to their size or character, have potentially significant impacts and require maximum review of location, scale, and design.
- c) Minimum Area
 1. No PUD zone shall have a gross land area of less than 10 acres, exclusive of existing public rights-of-way.
 2. Once established, a PUD zone may be enlarged to include other contiguous areas regardless of their size. Such areas, if separated by a public right-of-way, may be considered contiguous if, in the opinion of the Town Board, the continuity of the original PUD zone is maintained or enhanced.
- d) Dimensional Controls

Unless otherwise specified by the Town Board, the following shall apply:

 1. Distance between buildings.
 - a) Front, rear, and side yards for residential uses shall be designed so that a building is not closer than 20 feet to any other residential building and 50 feet to any non-residential building.
 - b) Front, rear, and side yards for non-residential uses shall be designed so that a building is not closer than 30 feet to any other non-residential building and 50 feet to any residential building.
 - c) For purposes of interpretation, a structure that contains both residential and non-residential uses shall comply with the requirements of Subsection D(1)b.
 - d) Accessory structures shall be no closer than 10 feet to the principal structure with which they are associated and no closer than 20 feet to any other principal structure, and 5 feet to any other accessory structure.
 2. Distance from lot lines.

The minimum distance between any point on a principal structure and the lot line shall not be less than 10 feet.

3. Density of development.

Unless the Town Board has established a minimum density pursuant to Subsection B, all residential development shall provide an average density of 10,000 square feet of land per dwelling unit. Commercial and industrial uses shall maintain a minimum of 20,000 square feet of land per each building.
4. Lot coverage.

Maximum lot coverage for all development within a PUD zone shall not exceed 30% of the gross land area.
5. Height.

The maximum height of all principal structures shall not exceed 35 feet for residential buildings, 40 feet for commercial or industrial buildings, and 15 feet for accessory structures.
6. Parking/Loading.

The provisions of Section 19 of the Zoning Law shall apply to PUD zones. Shared parking and storage may be included in the calculation of the overall parking compliance.
7. Supplementary Regulations.

Unless provided for in Subsection B or by the Town Board when establishing the PUD zone, Section 24 of the Zoning Law shall apply to all developments within the PUD zone.
5. MODIFICATIONS AND AMENDMENTS:
 - a) Unless otherwise provided by the Town Board or Planning Board, all land use activities situated within and in existence on the effective date of the PUD classification or developed in accordance with an approved project plan may be altered or modified. Such modifications shall be subject to the approval of a project amendment by the Planning Board in the event of the following:
 1. Change in type or location of approved land use.
 2. Increase in floor area in excess of 10% of a principal or accessory structure.
 3. Demolition of a principal structure, except where mandated by an appropriate official in the interest of public safety.
 4. Establishment or realignment of new streets or other public/common areas.
 5. Any change to landscaping, open space, parking, public facilities, or other improvements addressed in the project plan.

- b) Any modifications not addressed or exceeding the limits established at the inception of the PUD zone shall be reviewed and approved by the Town Board.
- c) It is the intent of the PUD zone that no nonconforming elements will exist within the zone. The flexibility of the land use and geometric controls and review procedures should prevent the creation of any nonconforming element. In the event that nonconformity does exist, any subsequent changes shall conform to the zone controls and shall be subject to an issuance of a project plan amendment by the Planning Board.

SECTION 15
CRITICAL ENVIRONMENTAL AREA (CEA) OVERLAY ZONE

A. **PURPOSE.** The purpose of this zone is to preserve the Nine Mile Creek corridor and tributaries, and to protect the area from development that may potentially pose a threat to the special characteristics of this unique resource. It will also provide recreational amenities and enhance the aesthetic quality of the community.

B. **REGULATIONS.** Land within the boundaries of this zone is subject to the regulations and controls of both the overlay zone and the underlying zone. In the event of conflict between the zones, the more restrictive requirement shall apply. The boundaries of the overlay zone shall be as shown on the Town's Zoning Map, and are generally established as 100 feet from: (1) the stream, (2) 100-year floodplain, or (3) NYSDEC wetland, whichever is greater. In the area around Otisco Lake, the boundary is 50 feet.

C. **PROPOSED ACTIVITIES.** Proposed activities within the CEA shall require a special permit from the Zoning Board of Appeals. Such activities may include, but no be limited to construction, excavation or fill, clearing of existing vegetation, destruction of wildlife habitat, or any activities that would cause erosion.

Activities that do not require a special permit include:

1. Maintenance of existing landscaping or natural vegetation;
2. Minor or temporary uses of land that have negligible impact on the environment;
3. Alterations, repairs, or improvements to existing structures, other than expansion;
4. Installation of playground equipment or structures less than 100 square feet that have negligible impacts to the environment; and
5. Maintenance of driveways and roads.

SOLVAY BANK ACCOUNTS

1. T&A (CHECKING)
2. GEN. A (CHECKING)
3. GEN. B
4. DA
5. DB
6. RESERVES

Includes:

Park Capital (A)
Bldg. Capital (A)
Cemetery (A)
Highway Equip (DA & DB)
Unemployment Insurance (A)

7. FLEX
8. ESCROW (Planning & Zoning) & (Sr. Trips)
9. FIRE DISTRICT
10. SEWER DISTRICTS (1 and 2)
11. HYDRANT DISTRICTS - 9 HY

Includes:

Falls Road
Falls Road Ext. 1
Dublin
Dunbar
Marcellus Knolls
NE Townline
Gallinger Farms
Amidon
Drainage

12. WATER DISTRICTS - 13 WR/WT

Includes:

Limeledge
Limeledge Ext.
Howlett Hill
W. Seneca Tnpk.
W. Seneca Tnpk .Ext. / Sage Meadow
Slate Hill
Slate Hill Ext
Route 174 (2)
Southern Onondaga (2)
Platt Road
Marcellus Knolls

(Replacing 26 Key Bank Accounts)

FUND BALANCES
Based on OSC AUD for 2014

AUD TOTAL FIND BALANCE:

- Appropriated FB for next year
 - Unappropriated, Unreserved, Unassigned FB (EXCESS \$)
 - Reserves under that fund
-

A	GENERAL	TOWN-WIDE	
	<u>\$463,328</u>	Includes special account \$163,000	
+	\$72,493	Park Capital, Bldg. Capital, Cemetery & Voting Machines	Incorrectly under DA
	<u>\$535,821</u>		
+	<u>\$158,500</u>	For Truck from DA	
	<u>\$694,321</u>	ADJUSTED TOTAL FOR FB	
	\$694,321		
—	<u>\$72,493</u>	Reserves set aside	
	\$621,828	TOTAL Unreserved FB	
—	<u>\$100,000</u>	APPROPRIATED FOR 2015 budget	
	\$521,828	TOTAL Unreserved/Unappropriated	
—	<u>\$500,000</u>	NEEDED FB *	
	\$21,828	Adjustment	
+	<u>\$87,000</u>	From DRAINAGE	
	<u>\$108,828</u>	EXTRA FB: Add to Bldg. Capital Reserve	
		: Add to B FB (\$36,000 = 20%)	
		: Add to B FB for Compreh. Plan (\$5 - 10K)	

* \$240,000 = 20% Recommended FB
 \$200,000 = Paper mill Demolition
 \$60,000 = DEC Fines
 \$500,000 = NEEDED FB 2015/2016

DA	HIGHWAY	TOWN-WIDE
	\$727,081	TOTAL FB 2014 AUD
	<u>- \$8,238</u>	MACHINE RESERVE
	\$718,843	
-	<u>\$72,493</u>	A **
	\$646,350	
-	<u>\$158,500</u>	PREV. Truck
	\$487,850	
-	<u>\$184,000</u>	2014 TRUCK PAID IN 2015
	\$303,850	
-	<u>\$97,000</u>	FB (20%)
	\$206,850	EXTRA FB
+	<u>\$8,238</u>	Machine reserve from above
	\$215,088	HIGHWAY EQUIPMENT RESERVE

<u>Wrongfully in DA — Should be in A</u>	
** Cemetery Reserve	\$7,051.00
Park Capital Reserve	\$57,657.00
Bldg. Reserve	\$5,751.00
Voting Machine	<u>\$2,034.00</u>
	<u>\$72,493.00</u>

DB	HIGHWAY	PART TOWN (outside village)
	\$270,618	TOTAL FB 2014 AUD
-	<u>\$1,056</u>	EQUIPMENT RESERVE
	\$269,562	
-	<u>\$75,000</u>	LEAVE FOR FB (20%)
	\$194,562	Use to offset 2016 taxes

UNAPPROP/UNRESERVED FB

SF	FIRE DISTRICT	
	\$148,279	TOTAL FB 2014 AUD
-	<u>-\$74,925</u>	TRUCK RESERVE 2015
	\$73,354	TRUCK RESERVE 2016
		then add back into 2017 Budget

SM-1

AMBULANCE

\$121,071 DEFACTO - Move to A BLDG CAPITAL
OR Roll forward to offset Tax Levy
OR BOTH

SPECIAL DISTRICTS

DRAINAGE	\$88,459	
	<u>-\$87,000</u>	ADJUSTMENT (Move to GEN A FB)
	\$1,459	REMAINING FB
HYD 1 (Dublin)	\$13,457	Roll Forward
Rte. 174	\$21,129	Roll Forward
Falls Rd (2)	\$38,115	Roll Forward or Refund
Howlett Hill	\$13,012	Roll Forward
So. Onondaga	\$5,503	Roll Forward
Limeledge	<u>\$37,602</u>	Roll Forward
	\$128,818	

Marcellus Park 5 Year Plan

*Priorities are bolded

Welcome Center

1. **Replace roof and face boards**
2. **New seamless gutters**
3. Expand Patio
4. Install air conditioning

Annex Shelter

1. **Replace roof**
2. Replace dance floor
3. Upgrade volleyball court
4. **Inspect footings and supports**

Stone Mill Shelter

1. **Replace roof**
2. Replace wood steps
3. **Make handicap accessible**
4. **Inspect footing and supports**

Creek Hollow Shelter

1. Replace roof
2. **Inspect all footing and supports**

Grove Shelter

1. Replace roof
2. Repair, replace parts of concrete floor and expand
3. **Inspect all footing and supports**

Creek Hollow and Stone Mill restrooms

1. **Replace roof**
2. **Toilet and flush valve replacements**
3. **Retile floor**

Grove restrooms

1. **Toilet and flush valve replacements**
2. **Retile floor**

Equipment

1. 2004 JD 14745 Tractor with front mower, diesel- \$12,164.40
2. 2007 JD 3120 Tractor with bucket/forks, backhoe and snow blower, diesel- \$18,264.88
3. 2007 Ferris 3 wheeler with front mower 61" (Town Highway), Gas
4. 2009 Ferris 3 Wheeler with front mower 61" (park), Gas
5. 2013 Ferris 3 Wheeler with front gas mower 61", Gas- \$7,500
6. 2007 Walker Front Mulching Mower, Gas- \$5,784.00
7. 2005 EZGO Golf Cart, Electric
8. 2008 EZGO Golf Cart, Electric- \$3,225.00
9. 2008 JD Gator TE 4x2, Electric
10. 2010 JD Gator TE 4x2 Electric- \$8,399.00, trade \$1,899= \$6,500
11. Ford 2005 Pickup Truck with plow, Gas
12. 2013 JD x610 with belly mower 48", Gas- \$7,468.85