

**TOWN OF MARCELLUS**  
**TOWN BOARD WORKSHOP MEETING MINUTES**  
 October 27, 2016

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on October 27, 2016, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor  
 Kevin F. O’Hara, Councilor  
 John Cusick, Councilor  
 Chris Hunt, Councilor  
 Laurie Stevens, Councilor

Also present: Jim Gascon, Town Attorney; Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; Keith Ramsden, Steve Schneider, Joe Durand, TDK Engineering; Karen Cotter, Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Supervisor Pollard opened the meeting at 5:30 pm with the Pledge of Allegiance to the Flag.

**BUSINESS AGENDA:**

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #10 as of October 26, 2016, Claims # 144723-144759, 144768-144784.

	<u>Expenses</u>
General Fund	\$ 24,952.34
General Fund – Part Town	2,691.84
Highway – Town Wide	11,994.53
Highway – Part	5,850.84
SF – Fire District	22,900.00
Trust & Agency	2,402.59
Total	\$70,792.14

Councilor Stevens made a motion seconded by Councilor Cusick to approve and pay the bills.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

**BUDGET ADJUSTMENTS:** Councilor Stevens made a motion seconded by Councilor Cusick to approve the following budget adjustments.

From: SF.9040.8000	Workers Compensation	\$1,400.00
To: SF.3410.4950	Service Awards	\$1,400.00
Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick		Carried

**MOWING AT SOCCER FIELD:** Councilor Stevens made a motion seconded by Councilor Cusick to charge the Marcellus Youth Soccer \$3,000.00 to cover the costs of mowing the soccer fields. After some discussion, it was decided that in 2017, the Town would come up with a contract to present to the Marcellus Youth Soccer.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

**WASH BAY AT HIGHWAY GARAGE: (ADDITIONAL ITEM):** Don MacLachlan, Highway Superintendent, received two bids from Engineers regarding the structural drawings and specifications for bid and construction purposes for the new addition to the Highway Garage. The bids are as follows:

MAS Engineering	\$12,000
TDK Engineering	\$22,500

Councilor Hunt made a motion seconded by Councilor Stevens to approve MAS Engineers for drawings and specifications for the new addition to the Highway Garage at the cost of \$12,000.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

**ADJOURN BUSINESS SESSION:** Councilor Hunt made a motion seconded by Councilor Cusick to adjourn the Business Session of the meeting at 5:40 pm.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

**WORKSHOP AGENDA:**

**OPTIMIST REQUEST –BASEBALL AND SOFTBALL FIELDS:** The Board received a letter from the Optimist Club about repairing the baseball/softball field by the Creek Hollow Pavilion. The Optimist Club is willing and able to finance the needs of the field. The Board and Phil Coccia, Recreation Director, were in agreement that the Optimist could do the work.

**CLEAN ENERGY COMMUNITIES PROGRAM:** Supervisor Pollard received information from NYSERDA for a Clean Energy Communities Program. The Board Members have the information, but at this time they are passing on acting on it.

**STONE MILL (ADDED ITEM):** Joe Durand, TDK Engineering, stated that receiving grant money to fix the bathrooms in the Stone Mill Pavilion would cost a lot more than if the Town of Marcellus Employees could repair it on their own. Phil Coccia, Recreation Director, stated that there is money in the Park Capitol Reserve for this. After some discussion, the Board decided not to go forward with the Grant.

**PAPER MILL (ADDED ITEM):** Joe Durand, TDK Engineering, gave an update on the Paper Mill. He stated that it may cost up to around \$200,000. After some discussion, it was decided that with the structure being unsafe, something has to be done. TDK Engineering will have bid packets for the demolition of the Paper Mill at the Nov. 10, 2016 meeting for the Board to review.

**TEEN INSTITUTE (ADDED ITEM):** Phil Coccia, Recreation Director, received a contract from the Marcellus Central School for the Teen Institute Program. The Teen Institute Program is asking for \$1,225.00 from the Town. There was no money put in the budget for this and after some discussion, the Board decided not to fund this project. Mr. Coccia will let the school know that the Town will not be submitting any money.

**UPCOMING MEETINGS:** Supervisor Pollard suggested that we look at the schedule of meetings for the rest of the year and also the Organizational Meeting in 2017. After much discussion, the following dates were brought up for the upcoming meetings. These dates will not be finalized until the Nov. 10<sup>th</sup> meeting when they are voted on.

Cancel the Workshop for November 17 and reschedule to Monday, November 28, 2016 at 5:00 pm.

The December Board Meeting will remain the same – Monday, December 12, 2016 at 7:00 pm.

The Workshop for December will also be a Year – End Meeting - Thursday, December 29, 2016 at 5:00 pm.

The Organizational Meeting will be Tuesday – January 3, 2017 at 5:00 pm.

**COMP TIME:** Supervisor Pollard stated that they need to talk about the Comp Time. Jim Gascon, Town Attorney, stated that they should do that privately with the Attorney.

Councilor Stevens made a motion seconded by Councilor Cusick to adjourn the Marcellus Town Board meeting at 6:50P.M.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

Respectfully submitted,

Sandy Taylor, Town Clerk