

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
JANUARY 24, 2022 AT THE VILLAGE HALL**

PRESENT: John P. Curtin, Mayor See List
Timothy P. Manahan, Trustee
John J. Murphy, Trustee
Jeffrey D. Brown, Attorney
Charnley A. Abbott, Village Clerk

ABSENT: None

Mayor Curtin asked for a motion to open the regular board meeting at 7:00pm, Trustee Murphy made the motion, seconded by Trustee Manahan. Mayor Curtin called for a vote, all board members voted aye and the meeting was opened.

**CONSENT
AGENDA:**

The Village Clerk submitted the minutes of the regular board meeting and the special board meetings for the month of December 2021. The bills on Abstract Sheets #008 for General Fund in the amount of \$17,675.32, Sewer Fund in the amount of \$22,437.25, Capital Funds in the amount of \$27,204.61 and Trust & Agency in the amount of \$1,583.99 were audited. The bills totaled \$68,901.17. The Board tabled Police Report for the month of December 2021. The Board received the Building Inspectors Report for the month of December 2021 from Code Official Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2021. The financial statements as submitted by Village Treasurer Nino Provvidenti for December 2021 were given to the Board for their review. Trustee Manahan made a motion to approve the consent agenda. The motion was seconded by Trustee Murphy. Mayor Curtin asked if there was any discussion on the consent agenda. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

REVIEW OF EMPLOYEE

HANDBOOK: Trustee Murphy made a motion to approve a review by the Village Board of the Village of Marcellus Employee Handbook, a copy of which is on file in the Village Office for public inspection. The Handbook went into effect on February 1, 2013, and it has been decided that the Board would conduct such a review each year upon its anniversary. This year, as part of the review, the Board will approve those changes that have been already ratified in previous years. The motion was seconded by Trustee Manahan. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

ELECTION

NOTICES: Trustee Manahan a motion to announce that Tuesday, February 1, 2022, is the first day to file an independent nominating position and that Tuesday, February 8, 2022, is the last day to file independent nominating petitions for an office to be filled at the general election on March 15, 2022. In addition, it might again be noted that there is no registration day for the Village of Marcellus, since the Village opted out of registration day by resolution on January 25, 1993, that to receive a ballot by mail, applications must be received by the Village Clerk at the Village Hall, located at 6 Slocombe Avenue, Marcellus, NY, no later than 5:00 p.m. on Tuesday, March 8, 2022, that to receive an absentee ballot in person, personal applications must be received by the Village Clerk by the applicant or the applicant's agent no later than by 5:00 p.m. on Monday, March 14, 2022, and the Village Clerk must deliver the absentee ballots to the Election Inspectors by 9.p.m. on election day. Also, the Village Election for the Village of Marcellus shall be held on Tuesday, March 15, 2022, at the Village Hall, 6 Slocombe Avenue, Marcellus, NY, between the hours of 12 o'clock noon through 9 o'clock p.m., local time. The offices to be filled on that day are that of Mayor (4 years) and Trustee (4 years). The motion was seconded by Trustee Murphy. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

ELECTION

RESOLUTION: Trustee Murphy made a motion to approve the following election resolution:

WHEREAS Paragraph 1 of § 15-116 of the Election Law provides that the Board of Trustees shall appoint two or four Inspectors of Election for each Village election, whose duty it is to prepare such register of qualified voters for the election district.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Marcellus, as follows:

- 1) That pursuant to § 15-116 of the Election Law, there shall be two Inspectors of Election for the 2022 Village election in the Village of Marcellus and that the following persons are hereby appointed as Inspectors of Election – Mary Finn and Heidi Randall
- 2) That pursuant to §15-116 of the Election Law, Mary Finn is hereby designated as chairperson of the Inspectors of Election for the Village of Marcellus.
- 3) That the compensation for each of the Inspectors of Election and for the Chairperson thereof shall be as follows: Inspectors of Election \$15.00 per hour, not to exceed \$150.00 per day.

- 4) That, pursuant to §15-116 of the Election Law, the following individual is hereby appointed as alternate Inspector, who shall assume the office of Inspector of Election upon the inability or refusal of an Inspector to assume or perform his or her duties and any clerical help which they may deem necessary.
 - a. Alternate Inspector of Election – Joanne Perry
- 5) This resolution shall take effect immediately.

The motion was seconded by Trustee Manahan. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

REFUSE AND BILLING

ERROR: Trustee Manahan stated that during the last billing cycle, a property owner made the Village Clerk aware that Sewer and Refuse utility bills for their property had been lower than usual for the previous two quarters. Upon investigation, the Village Clerk discovered a total of five properties had been incorrectly billed for the 1st, 2nd, and 3rd quarters of 2021 due to an error in the billing software. It was determined that consumption data provided to the Village from OCWA was not importing into the billing software for these properties, therefore causing the property owner to be sent a bill for the minimum quarterly usage, which in some cases was less than what was owed. In each case, the property owner remitted payment for the amount that was billed to them by the Village. The Village Clerk has reported this error to Williamson Law Book Co. and their technicians are working to correct the issue before the next quarterly billing takes place in April 2022. I make a motion to authorize the Village Clerk to notify each of the property owners that the minimum quarterly usage fee, which each property owner paid, does satisfy the billing cycles for the 1st, 2nd, and 3rd quarters of 2021. The motion was seconded by Trustee Murphy. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

MRB ENGINEERING REVIEW

PROPOSAL: Trustee Murphy stated that the Village has received a proposal from MRB Engineering to provide for engineering and review services to assist the Village with State Environmental Quality Review (SEQR) review and Planning Board support services associated with the Tefft Meadows Development project. The total compensation will be hourly, as needed, and MRB Group will submit monthly statements for services rendered. MRB Group did not recommend a developer deposit be established since there will be no properties dedicated to the Village. Trustee Murphy made a motion to accept the MRB proposal to provide for engineering and review services for the Tefft Meadows Development project. The motion was seconded by Trustee Manahan. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

PLANNING BOARD PUBLIC

HEARING: Trustee Manahan announced on behalf of the Village Planning Board, that a Public Hearing was scheduled by the Planning Board at its January 19, 2022, meeting for February 16, 2022, its regular monthly meeting. Because the Village and its engineers from MRB need a complete package (plans, drainage report, SEQR documentation, etc.) submitted to the Village at least one week prior to the public hearing, this date will allow the developer and its representatives enough time to complete the required due diligence. In addition, the site of the Public Hearing has been moved from the Village Hall to the Marcellus Free Library to accommodate what is expected to be a larger than normal crowd. Trustee Manahan made this announcement on behalf of the Village Planning Board, and authorized the Village Clerk to publish legal notice regarding the above-mentioned date, time and place for the Public Hearing in the official newspaper of record.

ZBA PUBLIC

HEARING: Trustee Murphy announced on behalf of the ZBA Board, that a hearing was scheduled by the Zoning Board of Appeals for February 7, 2022 to discuss a parking variance for the Tefft Meadows Development Project. Trustee Murphy made this announcement on behalf of the Village ZBA Board, which authorized the Village Clerk to publish legal notice regarding the above-mentioned date, time and place for the Public Hearing in the official newspaper of record.

ONONDAGA COUNTY DOT FUEL

CONTRACT: Trustee Manahan made a motion to approve a contract amendment extension for three years with Onondaga County DOT for the purchase of fuel from Onondaga County DOT for the Village of Marcellus vehicles through December 31, 2024. The motion was seconded by Trustee Murphy. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

BUDGET

MODIFICATIONS:

Trustee Murphy made a motion to approve budget modifications for December 2021 requested by the Village Treasurer transferring revenues and appropriations in the General

and Sewer Funds. The motion was seconded by Trustee Manahan. Mayor Curtin asked if there was any discussion on the budget modifications. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

ANNOUNCE VILLAGE

MEETINGS: Trustee Manahan made note of the list of those meetings scheduled for February 2022, which is provided for those so interested – please note that the Village Offices will be closed on Monday, February 21st for the Presidents’ Day Holiday – there is **NO** trash delay because of this holiday. Also, the next meeting of the Olde Home Days Committee, 2021, will take place, tentatively, on Thursday, February 3, 2022 in the Village Hall Center, at 6:30 p.m.

UPDATES FROM THE

MAYOR: The following updates are posted on the Village of Marcellus website and available at the Village Office for any interested party as well.

- a. Another Police Update – the Prescription/Drug Drop-Off Box as well as the drop-off box for needle and syringe disposal, both located in the lobby of the Village Hall, continue to be a welcome addition to the Village. Any numbers of individuals continue to take advantage of using the drop-off boxes to dispose of any prescription or other drugs, as well as needles and syringes anonymously. We would also announce that complimentary containers, specifically designed for the disposal of used needles and syringes, are available from the Village Clerk, while supplies last.
- b. F.O.G. (Fats, Oils, Grease) – in the wastewater is a topic that had been much discussed and will continue to be on the WPCP’s agenda in the months ahead. We continue to provide a flyer that emphasizes the need to keep Fats, Oils and Grease out of the sanitary sewer system.
- c. No Parking – November 1st to April 1st – the public should know as of November 1, 2021, there is no parking allowed on any street in the Village of Marcellus from 2 a.m. to 7 a.m. so that the Highway Department can plow snow. This no parking ban will remain in effect until April 1, 2022. If ticketed by Village Police, the fee will be \$35.00. We urge residents to use the Village parking lots for any overnight parking situations.
- d. Snow Plowing – as in the past, we would like to alert independent snowplow operators that it is illegal to plow or shovel snow or ice during snow removal operations upon a village sidewalk or other public way. While most of the independent snowplow operators in the Village comply as much as possible with the law, there are some who need to be reminded that if a driveway is being plowed, that snow **CAN NOT** be plowed into the street. **NOR** can the snow be plowed out of a driveway, across the street and into the village right-of-way across from the plowed driveway. Some drivers have claimed that they have no place to put the snow. That, however, is not an excuse to put the snow into the street, nor across the street when plowing. The Village is not responsible for snow that accumulates on a resident’s property and the Village is not responsible for removing snow that has been plowed onto the Village right-of-way. We ask that independent snowplow drivers take this into consideration when they are plowing residential properties in the village. No snow should be plowed onto a village street or sidewalk, and any that has been, accidentally, must be removed before finishing the job.
- e. Notes on the Governor’s Budget – Governor Hochul’s State of the State Address earlier this month contained several excerpts that affect local government including the following.
 - Deliver a \$1 Billion Property Tax Rebate for More Than 2 million New York Families (p 60)
 - Renew and Modernize Our State’s Roads and Bridges (p 94)
 - Revitalize and Spur Economic Growth Across Downtowns (p 115)
 - Renew Funding for and expand the “Restore New York Communities” Blight Removal Initiative (p 118)
 - Provide Critical State Funding for Arts and Culture
 - Bring Affordable Broadband to New Yorkers and Transform the State’s Digital Infrastructure with over \$1 Billion in New Investments (p 120)
 - Encourage the Creation of Safe Accessory Dwelling Units (p 130)
 - Spur Transit-Oriented Development (p 131)
 - Harden Infrastructure and Improve Reliability for Emergency Services Statewide (p 155)
 - Increase Funding for Clean Water, Clean Air & Green Jobs Environmental Bond Act to \$4 Billion (p 162)
 - Improve the Brownfield Cleanup Program and Promote Redevelopment (p 164)
 - Require Producers, Not Taxpayers, to Cover the Cost of Recycling (p 165)
 - Safeguard the State’s Water Resources (p 166)
 - Strengthen Ethics Requirements for Local Officials (p 220)
 - (The full address can be found at: <https://www.governor.ny.gov/sites/default/files/2022>

- f. A friendly reminder what not to flush from your Village Operators: The two biggest causes of sewer clogs are “flushable” wipes and fats, oils, and grease (FOG). Unlike toilet paper, wet wipes remain intact and tangle into massive clogs that jam pumps and block pipes. When a product is labeled “flushable” it generally means that it will clear your toilet bowl. It doesn’t mean it will clear your pipes or break down in the sewer system or at your wastewater treatment plant. Truly flushable items are ones that break into small pieces quickly, are not buoyant, and only contain materials, which will readily degrade in a range of natural environments (like paper, not plastic). Grease cools as it travels through pipes. Over time, the accumulation of grease builds up and can block an entire pipe. Garbage disposals do not keep grease out of the pipes, they only shred it into smaller pieces. Commercial additives including detergents that claim to dissolve grease, may pass it down the line and cause problems away from the source. The results of a grease-blocked sewer pipe can be sewage overflows in your home, expensive and unpleasant cleanup that often must be paid for by the property owner, and possible contact with disease-causing organisms. It can also add to the cost of operating and maintaining your sewers and the wastewater treatment plant. Flushing wipes, grease, or other non-disposable items can impact you and your neighbor’s sewer system. Thank you for considering the impact these items may have on your sanitary sewer system before you flush!
- g. Planning Board – Tefft Meadows Development project – members of the Planning Board and Village Board met on October 20, 2021, and again on November 11, 2021, to discuss a proposed development of 8 Paul Street, currently an old lumberyard. Representatives from the Christopher Community presented their concept for a senior housing project at the site on Paul Street and toured the site. A Public Hearing also took place on Wednesday, December 15, 2021, and again on January 19, 2022, at the Marcellus Free Library at which time representatives from Christopher Community presented updated plans for the project, as well as listened to any concerns that residents of the community had. The Planning Board will be the lead agency and Village Engineers will need to review complete plans. There are several issues that will have to be addressed, including surface water runoff, site grading on individual lots, road construction, sidewalks, curbing, and lighting, among others. The Planning Board has scheduled another Public Hearing on February 16, 2022, (depending on the recommendations of the engineers involved) again at the Marcellus Free Library to accommodate what is expected to be a larger than normal crowd, and to allow for more continued discussion of the project. The Planning Board Minutes from its January 19, 2022 meeting, as well as the minutes from its December Board meeting, and other detail on the proposed project can be found at the following link: <https://www.villageofmarcellus.com/tefft-meadows.html>
- h. Baltimore Ridge Development – continues to move along quite well, and as of this date, all permits have been issued, and development of the site has begun with the construction of an entrance road, the clearing of several trees, and the building of the required storm water detention pond. In addition, sight distance conditions on South Street Road, as required by Onondaga County DOT, have been met and the installation of storm and sanitary sewer pipes are complete. Other utilities (water, cable, telephone, electric and gas) are forthcoming. While the roads into the development have been stoned, and some asphalt installation has been done, the latter is not yet complete.
- i. The Village Board is pleased to announce that the Village was awarded almost \$500,000 for the 2021 Main St Grant Program. There are 18 projects included in the Village Center and it is sure to make a significant impact on the community. These projects will have to follow all normal application and permitting requirements, and some may be referred to the Planning Board as the process unfolds. The Village is most grateful to County Executive Ryan McMahon and the Office of Community Development as well as the Onondaga County Legislature for providing funds to help revitalize and beautify many parts of the Village of Marcellus, as they did last year when 14 Village properties were awarded almost \$300,000 under the County Main Street Façade Grant program.
- j. Olde Home Days, 2022 (June 3, June 4 and 5) – tentatively, and depending on the pandemic, the next meeting of the 2022 OHD Committee will be held on Thursday, February 3, 2022, at the Village Hall, beginning at 6:30 p.m.
- k. Green Gateway Project – is one that we hope will result in an environmentally positive gateway entrance to our Village – at the site of the former woolen mill on North Street. Printed copies of a project summary are provided for the benefit of residents and are available in the Village office, as well as on the Village website (click on <http://villageofmarcellus.com> and then on News, then Village News. While the coronavirus has interrupted and delayed our plans, the Village, and the students at MCS continue working on the site and it is hoped that conditions will soon improve so that the project will begin anew in the months ahead.
- l. Village Parking Improvements – the reconstruction of parking in front of 2-6 East Main Street from a perpendicular to a parallel configuration has been completed and we have had several compliments from residents of the community who felt that the parking change was long overdue, and the finished design has added to a much-enhanced village center.
- m. New Business in the Village – Riseform, a Nano Brewery has opened on a limited weekend basis at #4 East Main Street and an ice cream and deli shop is expected to open soon at #2 East Main. We welcome these new businesses to the Village

and encourage our residents to patronize them. The Village Tavern, Riseform, and Chad's sandwich shop are also looking into the requirements for outdoor seating and a sidewalk café when the weather turns favorable.

After concluding with his updates, Mayor Curtin asked if there were any comments from the Board. There were none.

ITEMS FROM THE

FLOOR:

Mayor Curtin asked if there were any items from the floor. Hearing none, Mayor Curtin asked for a motion to adjourn the meeting. Trustee Manahan made the motion to adjourn, seconded by Trustee Murphy. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 7:17 p.m.



Charnley A. Abbott, Village Clerk