**REGULAR MEETING OF THE VILLAGE BOARD**

**OF THE VILLAGE OF MARCELLUS HELD ON**

**JUNE 25, 2018 AT THE VILLAGE HALL**

**PRESENT:** John P. Curtin, Mayor See List

Sara N. Tallman, Trustee

Kevin F. O’Hara, Trustee

Jeff Brown, Attorney

**ABSENT:** None

Mayor Curtin asked for a motion to open the regular board meeting at 7:00pm. Trustee Tallman made the motion, seconded by Trustee O’Hara. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**CONSENT**

**AGENDA:** The Village Clerk submitted the minutes of the regular board meeting for the month of May 2018. The bills on Abstract Sheets #013 & #001 for General Fund in the amounts of 10,683.68 and52,936.52, Sewer Fund in the amounts of $1,360.20 & 14,368.44, Capital Funds in the amounts of $26,001.26 & 67,691.29 and Trust & Agency in the amount of $16.10 for Abstract Sheets #013 were audited. The bills totaled $38,061.24 for Abstract #013 & 134,996.25 for Abstract #001. The Board received the Police Report for the months of May 2018 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of May 2018 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for May 2018. The Board tabled the financial statements for May 2018 and 2017 – 2018 fiscal year-end because they were not yet complete. Trustee O’Hara made a motion to approve the consent agenda. The motion was seconded by Trustee Tallman. 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.

**IMA WITH TOWN FOR COURT SECURITY**

**SERVICES:** Trustee Tallman made a motion to approve an Intermunicipal Agreement with the Town of Marcellus whereby the Village of Marcellus Police Department will provide the Town of Marcellus Justice Court with security services for a minimum of three (3) hours per Court night and the Town of Marcellus will reimburse the Village for police services rendered in excess of three (3) hours as well as for any specially convened Court proceedings. A copy of the IMA is on file at the Village Office. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the IMA. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**VILLAGE INSURANCE**

**PROPOSAL:** Trustee O’Hara made a motion to award the contract for Village Insurance in the amount of $27,701.00 to the Reagan Companies of Marcellus, representing an increase of $1,176.00 increase of 4%from last year. This includes a 4% upgrade on property values. The Village’s 3-year crime coverage policy will be renewed and is locked in for three years at a cost of $386.00 per year. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the proposal. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**NYS WORKERS COMP:**

**ALLIANCE:** Trustee Tallman made a motion to renew the Workers Compensation Agreement with NYS Workers Compensation Alliance for the time period of July 1, 2018 – June 30, 2019 at a cost of $26,378.00. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the agreement. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**WILLIAMSON LAWBOOK**

**CONTRACTS:** Trustee O’Hara made a motion to approve annual software support contracts with Williamson Law Book Company for municipal accounting ($1038.00), refuse/sewer billing ($968.00), and payroll ($968.00), totaling $2,974.00, a 2% increase over last year. The contract for taxes will not be renewed due to the Village using Onondaga County web-based software. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the contracts. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**WEBSITE DESIGN**

**CONTRACT:** Trustee Tallman made a motion to renew the contract with North Shore Solutions, the company that designed, set up and hosts the website for the Village of Marcellus. Software support is also included in the contract. There was no increase in the amount of the cost to lease the software this year, which will cost $477.75 annually, which does not include an increase this year. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the contract. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**SRO**

**CONTRACT:** Trustee O’Hara made a motion authorizing the Mayor to sign the School Resource Officer Agreement between the Village of Marcellus and the Marcellus Central School District, whereby the School District and the Village determined that it is in their mutual best interests to enter into the Agreement to continue to provide for the assignment of three officers of the Marcellus Police Department to serve as School Resource Officers in the Marcellus Central School District. A copy of the agreement is on file in the Village Office for public inspection. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the contract. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**CHANGE JULY BOARD**

**BOARD MTG:** Due to summer vacation schedules, Trustee Tallman made a motion to change the date of the meeting from the 4th Monday of the month, July 23, to the 5th Monday of the month, July 30th. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on changing the meeting date. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**REQUEST FOR VACATION BALANCE**

**EXTENSION:** Trustee O’Hara made a motion to grant a one-month extension of the balance of remaining vacation days that needed to be used by June 30, until July 30, for DPW employee Jim LaRose. Due to upcoming road work preparation, Jim is unable to use the time within his anniversary date. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on vacation extension. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**APPOINT WWTP**

**OPERATOR:** Trustee Tallman made a motion to appoint Village of Marcellus employee, John Holmes, currently a Motor Equipment Operator, to the position of Waste Water Treatment Plant Operator, effective July 1, 2018 at a pay rate of $23.44 per hour. John recently received his Grade 2A Operator license from New York State. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the appointment. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**AWARD CLEAN ENERGY COMMUNITY**

**GRANT BID:** Trustee O’Hara made a motion to award the NYSERDA Clean Energy Community Grant low bid to M. L. Caccamise Electric Company of Rochester, NY. The base bid calls for providing materials and labor to covert 132 Village-owned streetlights from the existing fixtures which have HID (High Density Discharge) lamps and ballasts, to LED type fixtures with LED type lamps, as well as providing all materials and labor to remove indoor/outdoor lighting at various Village locations and convert existing fixtures to direct wire LED type fixtures. In addition, the motion included awarding M. L. Caccimise Company the alternate bid item for coordinating the removal by NYSEG of six (6) existing cobra head streetlights to be replace with six (6) ornamental LED streetlights at different locations in the Village. The basic bid and alternate bid awarded to M. L. Caccamise Electric Company was awarded in the total amount of $89,251.00. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on awarding the bid. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**CHARTER COMMUNICATIONSCABLE FRANCHISE**

**AGREEMENT:** Trustee Tallman made a motion to again table the Charter Communications Cable Franchise Agreement until the Village Attorney has been able to negotiate successfully the terms of a new agreement with Charter Communications. Attorney Brown advised the Board in January 2018 that it may be best for the Village to continue to operate under the existing franchise agreement, which is “grandfathered” in. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on tabling the agreement. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**BUDGET**

**MODIFICATIONS:**

Trustee O’Hara made a motion to table budget modifications until the Village Treasurer has had time to complete the modifications. The motion was seconded by Trustee Tallman. 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 Tallman announced that the Village Clerk had printed copies of future meeting dates of the Village for the residents. He asked residents to please note the July 4th holiday, which will be celebrated on Wednesday, July 4th this year. The Village Office will be closed for the holiday and there will be a delay in trash pickup that week. The *Teal There’s A Cure Run/Walk* will take place on the 4th of July, beginning at 9 a.m. in Marcellus Park. The Village-wide Garage Sale will take place on Saturday, July 14th. No permit is required that day for Village residents. Trustee O’Hara reminded residents that July is Battery Collection Month. Residents should place old alkaline batteries into special yellow bags and place them on top of a closed trash can or trash bag. Do not place the battery bags in the blue bin. Also, there are several Summer Community Events taking place at Marcellus Park. Summer Concerts will take place every Thursday night from 7 – 8:30 p.m. at the Annex Pavilion. The concerts are free and suitable for the entire family. Trustee Tallman reminded residents that the next board meeting would be July 30th, at the Marcellus Free Library, and will be preceded by a Public Informational Meeting regarding the Highland Drive Drainage Study, beginning at 7pm.

**Updates by the**

**Mayor:** Mayor Curtin provided updates on the following subjects:

* 1. Brush – Pick-up – Mayor Curtin explained that the Village Board and the DPW will continue the plan implemented last year for Brush Pickup. 2018 Spring brush pickup lasted from April 2nd – May 7th. During the months of June, July and August brush may be placed at the curb on Saturdays and Sundays for pickup on the first Monday of each month during the summer months. Village residents should not put any yard waste to the curb until then. Residents may always bring yard waste to the Village compost pile, which is next to the highway garage, anytime. Yard waste should also be kept out of the road. This may cause storm sewers to become obstructed.
  2. Olde Home Days –Unlike last year, Olde Home Days was successful this year, primarily due to the pleasant weather that was experienced. Last month the Board thanked a number of people for their efforts in helping to beautify the Village flower boxes in time for Memorial Day and Olde Home Days. The Board also thanked the DPW for the work they did in helping to beautify the Village in time for the special events, as well as the Village Police Department, whom the Board gave much credit for no vandalism or other serious problems during the weekend.
  3. Creek Walk Project – Fred’s Trail has officially re-opened for the public. The DPW completed some very minor repairs to the trail. With the warmer weather now here, the Board hopes that many will take advantage of the trail. For residents unfamiliar with the project, click on the Village website, [*http://villageofrnarcellus.com*](http://villageofrnarcellus.com)*,* then on creekwalk news.
  4. Code Enforcement Officer – Building and Pool Permits – Residents should be aware of the need to obtain permits if any rehabilitation or new construction takes place. This includes the addition of a pool (2 feet and above), or a fence or a deck, or new steps to a residence. Permits are required, along with an inspection by the Code Enforcement Officer. For more information contact the Village Office (673-3112) or Bill Reagan, CEO (430-7927).
  5. Compost at the Treatment Plant – at the Treatment Plant, will be available on a first-come, first-serve basis. However, due to the construction at the plant, residents are asked to call the treatment plant to make an appointment to arrange for pickup for compost.
  6. Street & Sidewalk Repair, Tree Removal and Plantings – per the DPW Chief’s recommendation, Wilson Drive and Dunlap Avenue will be constructed this summer, as well as some oil and stone on South Street and Reed Street. The DPW received some complaints about the milling work that was done on Wilson and Dunlap prior to the actual paving. The milling work, although inconvenient, is necessary. In order to tie into the existing road, some milling work is essential, about two inches in depth. By doing this, the new paving will not be peeled up with the first plowing of snow in the wintertime. Budgetary constraints limited the Board’s ability to add other street repairs in this year’s budget. Also, sidewalk repairs will be made to selected areas on South Street and Main Street. Removal of several trees on Kelly and Bradley Streets will take place, along with some tree plantings expected to take place late summer or early fall. Locations of the tree plantings have not yet been determined.
  7. Chrisler Street Project – the Village Board is planning to add some amenities to the Village right-of-way on Chrisler Street this summer. The features will include replacement of overhead high pressure sodium cobra streetlights to new LED historic lampposts, similar to the historic lamps already on North, South and Main Streets. The new lights will be appealing and provide savings in Village lighting costs. In addition, the Board proposes to extend the Village-owned sidewalk on Chrisler Street, from where it presently ends on the south side of the road at 12 Chrisler Street to the end of the street, as well as from 9 Chrisler on the north side, to the end of the street. This would complete at pedestrian loop of the street as envisioned in the Village Comprehensive Plan of 2007. The Board also anticipates the creation of a pedestrian pathway at the end of Chrisler Street, on the Village right-of-way, in order to connect with and provide pedestrian access to the Marcellus Free Library.
  8. WWTP Upgrade – Increase in Sewer Rates – Bids for the WWTP Upgrade were awarded at the January 23, 2018 Board Meeting. The General Contract price of $5,395,611.00 was awarded to Blue Heron Construction Company of Jordan, NY. The Electrical Contract price of $739,000.00 was awarded to Myriad Construction of Syracuse, NY.The HVAC Contract price of $79,263.00 awarded to King & King Mechanical, Inc. of Auburn, NY. After re-bidding the plumbing contract, the Board awarded the Plumbing Contract to SRG Group in the amount of $104,500 of Syracuse, NY at the May 21, 2018 Board meeting. Construction began in April and will take about one year to complete. Funding will now need to come from sewer rate increases and the Board will likely raise sewer rates again, this time in excess of 30%. Village sewer users currently pay $413.23 annually, based on an average bill. A 31% increase of an average bill will increase the average rate up to $541.39 per year, which is a quarterly increase of about $128.00 per year, or $32.00 per quarter. The increase for Town sewer users will be even more, given that outside users pay an additional 25% over the average Village sewer user, which equates to $676.74 annually, an increase of about $160.00 per year, beginning in 2019.
  9. Lost Bicycles – the Police Department finds deserted bicycles left in the woods and stores them above the Police Garage, waiting for them to be claimed. When the lost bikes go unclaimed, they are typically donated to agencies that offer them to children in need. If you have lost a bicycle, please contact the Police Department to see if it is in Police storage.
  10. SRO Contract – with the Marcellus Central School District has been completed and signed by all involved parties. Details of the contract, which will provide three (3) Village police officers (SRO) on the Marcellus Central School Campus, are provided in the agreement. A copy of the contract is on file at the Village Office.
  11. Planning Board – at its June 20th meeting the Planning Board met with Jamie Plis of 33 North Street to discuss Site Plan Review related to the construction of a new fence on the property.
  12. Summer Community Concerts – Thursday nights, from 7 to 8:30 p.m., a series of summer concerts will be held during June, July, and August at Marcellus Park Annex. A full list of concert listings and other events and programs is available on the Town website at [www.marcellusny.com](http://www.marcellusny.com) or contact the Marcellus Parks and Recreation Department (673-3269, ext. 2) for more information.
  13. Highland Drive Informational Meeting – The Board informed residents of the Highland Drive Drainage Area, particularly residents of Highland, Meadow, First, Second and Reed Parkway, that a drainage study that was promised in January 2018, has been completed. The Board will conduct an informational meeting prior to the regular board meeting on July 30, 2018 at the Marcellus Free Library starting at 7pm. The Board urged residents to attend. A copy of the study is on file in the Village Office.
  14. Response to a residents email – On behalf of the Board, Mayor Curtin responded to an email that was received regarding a memo that he had typed for the DPW and that was hand-delivered to the residents on Wilson Drive and Dunlap Avenue, in order to inform them of upcoming plans for paving of those streets. The resident stated that she was appalled by the typographical misspelling of the street name “Dunlap” in the letter and went on to say that if a letter with a typographical error goes unnoticed, what other details, on a larger scale, are being overlooked. Mayor Curtin explained that the letter may have been rushed, due to the DPW wanting residents to know, as soon as possible, about the paving schedule, in order for them to plan ahead. He conveyed that it probably wasn’t the first time he had signed his name to a letter with a misspelled name and that the Board took strong exception to any implication being made that warrants a greater suspicion about what the Board is doing. Mayor Curtin asserted that the Board would be interested in knowing what specific insinuation, allegation or accusation is being made. He concluded that not only does the Board know the correct spelling of the name of the street, but also knows who the street was named after. His name was Jewett Dunlap and he was a long-time Superintendent of Highways in Marcellus. Former Mayor Martin Sennett, who lived on Dunlap, informed Mayor Curtin about Jewett Dunlap who died in 1935 and is buried in Highland Cemetery, may he rest in peace.

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. Kerri Elderbroom of 13 Chrisler Street, along with the rest of the residents of Chrisler Street, received a letter from the Board about the Board’s intention to extend the sidewalks on both sides of the street at the end of Chrisler Street, as well as, install a stairway at the end of the street, leading down to the Marcellus Free Library. Mrs. Elderbroom was adamantly against the proposal and requested that the Board complete the work that needs to be done on the street before considering any other work. The roadwork has not yet been finished, due to budgetary constraints. Mayor Curtin let Kerri know that the DPW will look into her concerns and get back to her. Mayor Curtin asked if there were any further items from the floor. Hearing none, Mayor Curtin asked for a motion to adjourn the meeting. Trustee Tallman made the motion to adjourn, seconded by Trustee O’Hara. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 7:35 p.m.

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Dawn M. O’Hara, Village Clerk