AGENDA

Regular Board Meeting

January 27, 2025

1. Public Hearing: Local Law #1 of 2025- Village Center Design Requirements

2. Local Law #1 of 2025- Village Center Design Requirements

3. Consent Agenda:

   3.1) Acceptance of minutes of the Regular Board Meeting for December 2024
   3.2) Audit of Bills on Abstract Sheet #008

General Fund	$	00,000.00
Water Fund	$	0.00
Sewer Fund	$	00,000.00
Capital Funds	$	0.00
Trust & Agency	$	00,000.00
Total	$	000,000.00

   3.3) Police Report November 2024 and December 2024
   3.4) Building Inspectors Report for December 2024
   3.5) Town Board Minutes for December 2024
   3.6) Financial Statements for Aug., Sept., Oct., Nov., Dec. 2024 (tabled)

4. Review of Employee Handbook

5. Police Resignation/Appointments

6. Update Schedule G – Sewer Rates

7. Resolution- Climate Smart Communities Task Force

8. Stewart's Shops Escrow Agreement

9. CNY Stormwater Resolutions (tabled)

10. Budget Modifications for December 2024

11. Schedule Public Hearing: Local Law #2 of 2025- Override Tax Cap

12. Village Meetings for February 2025

13. Updates from the Mayor

14. Adjournment

VILLAGE OF MARCELLUS
BOARD OF TRUSTEES
PUBLIC HEARING

PLEASE TAKE NOTICE that the Board of Trustees of the Village of Marcellus, New York will conduct a public hearing at the Village Hall, 6 Slocombe Avenue, Marcellus, New York 13108 on January 27, 2025 at 7:00pm prevailing time regarding proposed Local Law No. 1 of 2025 which would amend Chapter 250 (Zoning) of the Code of the Village of Marcellus to add Village Center Design Requirements any other matters to come before the Board. All interested parties will have the opportunity to be heard at the scheduled hearing. Copies of supporting documents are on file at the office of the Village Clerk.

By Order of the Village Board
Charnley A. Abbott
Village Clerk
Dated: January 23, 2025

CHAPTER X. VILLAGE CENTER DESIGN REGULATIONS

Section 1. Intent

The intent of this chapter is to aid in the protection of the Village's "small town" character through physical design. Further, it is the Village's intent to:

- clarify the Village's community design goals and objectives
- illustrate the physical and visual intent of existing development ordinances
- encourage innovation and improve quality in architectural and site design

This section is intended to govern design forms and character that are desired.

Section 2. Applicability

This chapter shall apply to all buildings, structures, outbuildings, walls, fences, steps and signs within the Village Center District, as outlined in the official zoning map of the Village of Marcellus. No changes in any exterior architectural feature, including but not limited to construction, reconstructions, alteration, restoration, removal, demolition, or painting, shall be made except as hereinafter provided.

Section 3. Definitions

Accessory use: a use incidental to, and on the same lot as, a principal use, such as a detached garage apartment on a residential lot.

Alteration: Any change to the physical appearance of a building or site in the Village Center District

Amenity: design features which are valued by the users of a building, public space, or community. Examples of amenities include open space, landscaping, etc.

Arcade: an architectural feature consisting of an overhanging roof extending from the facade of a building, supported by columns or cantilever, and usually found along downtown retail streets, similar to a colonnade.

Axis: a real or imaginary straight line around which the parts of a structure or plan are symmetrically or evenly arranged or composed.

Buffer: a strip of land identified on a site plan or by a zoning ordinance, established to protect one type of land use that is incompatible with another adjacent use or occupant, or to mitigate concerns of density. Normally, the area is planted and/or left natural and kept in open space.

Build-to line: A line that determines precisely where at least one exterior wall (generally the front or principal facade) of a proposed building (or addition) must be located with respect to a street or property line.

Civic Spaces: Inclusive of any building or open space, included on the Village's Resolution of Civic Space Registry, as amended from time to time.

Colonnade: a linked row of columns, trees, or related landscape elements providing shade and protected passage.

Compatibility: The characteristics of different uses or activities which allow them to be located near each other in harmony.

Cornice: the top of a wall or building element made evident by an assembly of projecting moldings which strike a definitive limit to that section of the building.

Density: measurement of the number of units, e.g. housing, or persons per acre.

District: an area which has a distinct character or purpose, such as an area with predominantly historic buildings, arts facilities, ethnic residents, or unique topography.

Edges: delineation of districts or areas which could be physical in nature {e.g. medieval walls or greenbelts) or psychological (e.g. major street joining residential and commercial districts).

Enclosure (sense of): an experience where a pedestrian feels sheltered by the degree to which a space is defined by vertical and overhead planes. Trees, buildings, walls, streets widths, awnings, and canopies articulate a sense of enclosure.

Exterior Architectural Feature: The architectural style, color, and general arrangement of the exterior of a property, including kind and texture of building materials, type of all windows, doors, lights, signs and other fixtures appurtenant to such portion.

Façade: the exterior wall of a building exposed to public view or that wall viewed by persons not within the building.

Fenestration: The design and composition of exterior architectural elements, including window and entry treatments, etc.

Focal point: a prominent visual feature in the landscape, often designed to attract and draw people to a particular location or space.

Hierarchy: the establishment of a system of relative importance or prominence (often in sequence from lesser to greater or vice-versa) of a series of spaces or design elements.

Infill: housing or other development that is designed to fill a spatial void left by demolished structures or vacant property.

Infrastructure: public utilities, roads, and physical or social support systems in a community including water, gas, electricity, schools, etc.

Linkage: tying one sort of development to related services, i.e., requiring office space developers to provide a certain number of housing units or adjunct services like child care.

Mass: a term used to describe architectural forms or other objects, combining all three dimensions (length, height, and depth). A building is often composed of many masses, hence the term massing, which is often used to describe the form or shape of structures.

Mixed-use: a project or limited area of development which combines different uses, such as housing, retail, and offices, within one building, project, or site.

Ordinance: a legally codified mechanism for regulating the actions of the public, i.e. a zoning "ordinance" or a subdivision "ordinance."

Open space: a variety of types of developed recreational or civic spaces, i.e. parks or squares; or undeveloped natural lands.

Pedestrian flow: the direction, rate, and frequency of pedestrian movement in an area.

Proportion: the ratio or relative size of two or more dimensions in a design element or between elements (i.e. columns, windows, etc.). The term can be used to refer to the ratio of the height and width of a building facade or the space between buildings, or to the relative size of a human figure (see scale).

Public space: a type of open space within a village or urbanized area used by local residents and visitors and maintained as a public facility, i.e. parks or squares; also "public realm."

Rehabilitation: the act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

Renovation: modernization of an old or historic structure. Unlike restoration or rehabilitation, renovation may not be consistent with the original design.

Repetition: the recurrent use of a design element or material, e.g., spacing or pattern, color or texture (see rhythm and pattern).

Rhythm and pattern: materials, styles, shapes, and spacing of building elements and the buildings themselves. The predominance of one material or shape, and its patterns of recurrence, are characteristics of an area that should be maintained.

Scale: the apparent size of a building, window, or other element as perceived in relation to the size of a human being. Scale refers to the apparent size, not actual size, since it is always viewed in relationship to another building or design element.

Sequence: the coordinated linking of a series of spaces to achieve a variety of user experiences over time and distance.

Setback: zoning code standard for locating a building or structure at a minimum distance(set back) from a street or lot line.

Site plan: a plan prepared to scale, showing accurately, the boundaries of a site and the location of all buildings, structures, uses, and principal site design features proposed for a specific parcel of land.

Stabilization: the act or process of applying measures designed to reestablish a weather resistant condition and structural stability to deteriorating buildings or landscapes while maintaining the essential form as it exists at present.

Street furnishings: design elements supporting the aesthetic and functional purpose of the street, including light fixtures, fire hydrants, police and fire call boxes, trash receptacles, signs, benches, newspaper boxes, and kiosks.

Streetscape: the distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furnishings, and forms of surrounding buildings.

Subdivision: the process of dividing a parcel of raw land into multiple lots, blocks, streets, and public areas. Its purpose is the transformation of raw land into building sites.

Texture: a tactile or visual quality of a design material or form noting relative roughness or smoothness of a surface, such as a paving material, architectural siding, etc.

Typology: a distinct physical classification of design types or forms, such as a particular building type, or a particular building element --, i.e. roof typologies may include: side gable, front gable, cross-gable, hipped, mansard, flat, or combinations of each.

Unity: the establishment of a conceptual relationship of all elements in a design to form a greater whole.

Vernacular: a type or tradition of design which is generally indigenous to a local region and/or culture..

Viewshed: the area of land visible from a stationary viewpoint.

Zero-lot-line: placement of exterior building walls directly adjacent to the lot-line.

Section 4. Character Types and Zones

Within the Village Center there are four distinct character zones, each of which forms the basis for a design typology. The four zones - Primary Commercial Blocks, Secondary Commercial/Mixed-Use Properties, Residential Properties, and Civic Properties each are identified on Chapter X, Map 1.

Section 4.1 General District Guidelines

The following standards shall apply to the entire Village Center district:

4.1.a General Design Issues:

1. All activity shall conform to the requirements of the Americans with Disabilities Act (ADA) in force at the time of application, and any applicable accessibility sections or references in the New York State building code.
2. Paint and Color: The Planning Board shall designate a color palette, from which owners may select colors appropriate to their building. Any deviation from the approved palette will require explicit approval by the Planning Board.

Section 4.2 Primary Commercial Regulations.

a. Building Siting & Massing: New buildings shall be rectangular, multistory, flat- roofed buildings of a minimum of two stories, not to exceed three stories or thirty-five feet, whichever is lowest, occupying the entire width of the lot and sharing or abutting the wall of neighboring buildings, unless

separated by an alley or walkway to offer access to parking or interior courtyards at the rear of buildings. Building facades shall be sited immediately adjacent to the front property line and/ or public sidewalk, with no discernible variation in setback from one building to another. Aside from public, on-street parking, on-site parking is prohibited at the front of the building.

b. Architectural Detailing: Street level facades must maintain at transparency of at least 65% by means of clear glass windows. A working door must open onto the sidewalk. Business identification signs shall be in scale with pedestrian use. Upper stories of buildings shall maintain at least 35% transparency by means of clear glass windows. Windows in upper stories must have the ability to be operational, allowing for opening and closing by occupants. Windows shall be distinctly inset from the surrounding facade surfaces. The top of buildings shall incorporate a terminal cornice and frieze or entablature. A parapet wall, or appropriately designed screening shall be used to obscure any visible rooftop equipment that can be seen from a distance of no less than three hundred feet from the building, obscuring any visible roof forms or rooftop mechanical features. Construction shall use of traditional local materials such as stone, brick, cast iron, wood, and ceramic or terra cotta as well as traditional detailing, sizes and proportions for such materials and details. The use of large glass or metal panels storefront or curtain wall, synthetic stucco (EIFS), , flush mounted and inoperable windows, , detailing and identifications signs, or blank, windowless street-level facades are prohibited.

c. Site Planning and Streetscape Design: Parking may be accommodated on street in the form of parallel parking. Any on-site parking shall be accommodated to the rear of structures; though no parking in addition to on-street parking shall be required unless explicitly stated by the Planning Board. Outdoor store displays, seating and tables for outdoor dining, and temporary vending carts are allowed, and subject to design review and issuance of a permit. Such appurtenances must be sited in such a manner as to allow for accessibility in accordance with the Americans with Disabilities Act. Any outdoor installations must be temporary in nature, and recovered to the interior of the building during non-operating hours of first floor occupancies, or in accordance with permit requirements.

Section 4.3 Secondary Commercial Regulations.

a. Building Siting & Massing: For new construction or additions to existing structures, building siting and massing must follow patterns established in Section 4.2. Secondary commercial buildings that are freestanding rectangular form buildings with drives or alleys adjacent to each structure must be continued if access cannot be provided to link on-site parking at the rear of lots. Common access to rear parking lots shall be provided, designs for new structures must utilize as close as 100% of lot frontage as is feasible, except as required by local, state, or federal statute. Structures shall maintain a zero-lot-line front setback. Buildings shall establish visual variety such as numbers of floors, width of building facade, and overall building height. Buildings shall not have major departures from traditional main street patterns, such as building locations setback from the sidewalk, on-site parking in front of buildings, single story front facades, and frequent large spaces or access drives between buildings.

b. Architectural Detail & Façade Design: Upper stories of buildings shall incorporate windows and other facade fenestration with elements of a size, spacing and proportion appropriate to the building and its period or style. The top of buildings shall incorporate a more "residential" roofline such as gables or hipped roof with a less prominent cornice and frieze.

c. Building Additions or Modifications: The design of a new addition to an existing building shall utilize the style, proportions, scale and detailing of the existing building. Datum lines, materials and openings shall be of a scale and proportion that draws directly from the existing structure. Modifications to existing buildings shall also directly reference the existing building design and proportion.

d. Site Planning & Streetscape Design: Parking shall be accommodated both on street in the form of parallel parking and off-street in common access lots at the rear of properties. No minimum parking allocation is required unless explicitly stated by the Planning Board. A physical and visual buffer shall be provided at edges of properties abutting those of residential use. These shall take the form of walls or fences. Other related facilities, such as trash dumpsters or compacters, must be enclosed or screened with walls and/or fences and provided with a secured gate in the front. In addition, the height of the walls and/or fencing shall be one foot higher than the

height of the dumpster. The use of chain link fencing is expressly prohibited for any purpose.

Section 4.4 Residential Properties Regulations.

a. Building Siting & Massing: The building form shall have the long axis of the rectangle perpendicular to the street, with the primary entry located addressing the street on the narrow front facade. Side setbacks shall be a minimum of fifteen feet and a maximum of twenty feet and incorporate a driveway of no less than eight feet, nor more than twelve feet in width adjacent to the structure to provide access to parking or a garage/carriage house at the rear of the property. Front facades of structures shall have a minimum setback of fifteen feet and a maximum setback of thirty feet from the front lot line and/or public sidewalk, with no discernible variation in setback from one building to another. The incorporation of attached garages requires explicit approval of the Planning Board.

b. Architectural Detail & Façade Design: Buildings shall incorporate broad, covered entry porches, stoops or entry porticos which are consistent with the overall architectural period or style of the residence. Upper and lower stories of residential buildings shall incorporate windows and other facade fenestration with elements of a size, spacing and proportion appropriate to the building and its period or style, and be reflective of residential use. The top of buildings shall incorporate a more "residential" roofline such as a gabled or hipped roof with a less prominent cornice and frieze.

c. Site Planning & Streetscape Design: Secondary structures, particularly garages, carports, or other vehicle storage structures shall be located at the rear of properties, with a minimum rear setback of three feet. Rear yards shall provide storage space for vehicles and private outdoor living or recreation space; to preserve this balance, vehicle storage structures, on-site parking, and driveways shall not exceed 25% of the total lot area. Rear yard fences or walls may not exceed six feet, and if constructed, shall be located on or near the property line to provide visual screening and privacy. Off-street parking shall be accessed via side-yard drives with a width of not less than eight, nor more than twelve feet, extending to the rear of properties. Front-yard screening elements such as large shrubs or low-branching trees, and fences or walls may not exceed three feet in

height, and must not encroach onto any public sidewalk. Chain link fencing is expressly prohibited.

Section 4.5 Civic Properties

a. Applicability: These provisions shall apply to any building or lot listed on the Village's Civic Space Registry.

b. Building Siting & Massing: In the event of new construction or significant additions to existing structures, building siting and massing shall continue to follow patterns established in existing local and regional civic structures. Structures shall be rectangular in form, and sited at the approximate center of the lot; with axial symmetry. Front facades of structures shall be setback significantly farther from the street than adjacent structures. Massing shall include a visually prominent design element or accent.

c. Architectural Detail & Facade Design: Architectural detailing and facade articulation shall remain compatible with past civic design philosophy, while including current day design vocabulary, detailing, and materials. Design, detailing and materials shall be of the highest affordable quality. Small facilities of a temporary or impermanent nature, such as the incorporation of civic offices and meeting space in prefabricated/manufactured structures, is prohibited.

d. Site Planning: Although not required, any off-street parking shall be accommodated at the rear of properties. Shared parking facilities with adjacent properties is permitted and strongly preferred. Where on-site parking abuts residential properties, a permanent, physical and visual buffer in the form of a wall or solid fence of not more than 5 feet, but not less than 3 feet is required. Other related facilities, such as trash dumpsters or compacters, must be enclosed or screened with walls and/or fences and provided with a secured gate in the front. In addition, the height of the walls and/or fencing shall be one foot higher than the height of the dumpster. The use of chain link fencing is expressly prohibited for any purpose.

J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE
ONONDAGA COUNTY PLANNING BOARD
Meeting Date: January 15, 2025
OCPB Case # Z-25-12

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a LOCAL LAW from the Village of Marcellus Village Board at the request of Village of Marcellus for the property located ; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law; and

WHEREAS, the applicant is proposing Local Law 1 of 2025 to amend Chapter 250 (Zoning) of the Code to add Village Center Design Requirements; and

WHEREAS, per the proposed law, the intent of the Village Center Design Requirements is to "clarify the Village's community design goals and objectives, illustrate the physical and visual intent of existing development ordinances, and encourage innovation and improve quality in architectural and site design"; and

WHEREAS, per the referral materials, design standards or guidelines had been developed in 1998 by a partnership between Village leadership and the State University of New York, College of Environmental Science and Forestry; the current proposal is to "strengthen the guidelines into an enforceable, binding set of standards"; and

WHEREAS, the proposed Design Requirements will apply to the Village Center District which per the Village Zoning Map dated 2012 is an area along East Main Street bound to the east by the Village/Town boundary and to the west by First Street; per the Regulations, "no changes in any exterior architectural feature, including but not limited to construction, reconstructions, alteration, restoration, removal, demolition, or painting, shall be made except" as defined in the proposed regulations; the Village Planning Board has designated a color palette "from which owners may select colors appropriate to their building"; any color deviation requires approval from the Planning Board; and

WHEREAS, the Village Center will have four character zones: Primary Commercial Blocks, Secondary Commercial/Mixed-Use Properties, Residential Properties, and Civic Properties; the regulations stipulate "all activity shall conform to the requirements of the Americans with Disabilities Act (ADA)"; and

WHEREAS, requirements that are consistent among the regulations for the four character zones are emphasizing the use of parallel parking along the street with no requirement for off-street parking; and

WHEREAS, §4.2 Primary Commercial Regulations stipulate new buildings "shall be rectangular, multi-story flat-roofed buildings of a minimum of two stories, not to exceed three stories or thirty-five feet, whichever is lowest, occupying the entire width of the lot and sharing or abutting the wall of neighboring buildings"; buildings will be sited "adjacent to the front property line and/or public sidewalk"; any visible rooftop forms or equipment must be screened; construction

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications and may consequently be acted on solely by the referring board.

Martin E. Voss, Chairman
Onondaga County Planning Board

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MARCELLUS HELD ON DECEMBER 23, 2024 AT THE VILLAGE HALL

PRESENT: Chad A. Clark, Mayor — See List
Timothy P. Manahan, Trustee
James P. Curtin, Trustee
Jeff Brown, Attorney
Charnley A. Abbott, Village Clerk

ABSENT: None

Pledge of Allegiance.

Mayor Clark opened the regular meeting at 7:02pm following a public hearing held regarding Local Law #3 of 2024 and a public hearing regarding a proposed sewer rate increase.

LOCAL LAW #3 OF 2024: Trustee Manahan made a made a motion to adopt Local Law #3 of 2024, amending Chapter 188 of the Village Code to add Article II entitled "Short Term Rentals". The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

RESOLUTION- SEWER RATE INCREASE: Trustee Curtin made a motion to approve the following resolution:

WHEREAS, the Village of Marcellus hereto duly convened a public hearing on December 23, 2024 for the purpose of considering an increase of the sewer rates in the Village of Marcellus, notice of which was duly published in the official newspaper of the Village; and

WHEREAS, the increase is required as a result of increased costs in the transportation and treatment of and the operation and maintenance of the Village Sewer System, as well as increased costs resulting from directives issued by the New York State Department of Environmental Conservation ("DEC"); and

WHEREAS, after conducting the public hearing and receiving input from the public, as well as considering information provided by the Village Treasurer and Village Engineers, the Village Board determines that increases are necessary to fund the anticipated future costs of providing sewer services;

NOW THEREFORE BE IT RESOLVED THAT, the rates for Sewer charges commencing January 1, 2025 are as defined in updated Document G of the Village of Marcellus Code Book, from $100.00 for 5,000 gals/unit to $105.00 for 5,000 gals/unit, and a 2% increase of the additional charges to customers who exceed the base charge.

Since the Village bills in arrears, this new increase will not become evident until the April 1, 2025 billing.

The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark 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 November 2024. The bills on Abstract Sheet #007 for General Fund in the amount of $48,547.39, Water Fund in the amount of $0.00, Sewer Fund in the amount of $25,636.26, Capital Funds in the amount of $2,375.00, and Trust & Agency in the amounts of $8,270.64

were audited. The bills totaled $84,829.29. The Board tabled the Police Report for the month of November 2024 from Police Chief Bernie Podsiedlik. The Building Inspectors report for the month of November 2024 was received by the Board from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for November 2024 and tabled the financial statements for August, September, October and November 2024. Trustee Manahan made a motion to approve the consent agenda. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion on the consent agenda. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

RESOLUTION- REFUSE RATE INCREASE: Trustee Curtin made a motion to approve the following resolution:

WHEREAS, the Board of Trustees of the Village of Marcellus, New York has not raised refuse rates since 2019; and

WHEREAS, the Board of Trustees of the Village of Marcellus has determined that it is now necessary to increase refuse rates; and

NOW, THEREFORE BE IT RESOLVED that the Village of Marcellus Board of Trustees will increase refuse rates from $50.00 to $55.00 per quarter, effective January 1, 2025.

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

VILLAGE IMPROVEMENT PLAN: Trustee Manahan made a motion to continue the Village Infrastructure Program, an agreement whereby the County provides financial assistance to the Village for the construction and maintenance of public improvements, and to complete the Application for Financial Assistance provided to the Village by the County of Onondaga and to submit such application. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

ONONDAGA COUNTY ANNUAL MAINTENANCE PERMIT: Trustee Curtin made a motion to authorize the Mayor to complete and sign the appropriate forms in order to acquire the annual maintenance permit with the Onondaga County DOT, which allows the Village to perform routine maintenance and emergency repairs on existing County owned facilities located in the Highway right-of-way. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

PILOT AGREEMENT- NINE MILE L.P.: Trustee Manahan made a motion to approve the Intermunicipal Agreement regarding allocation of funds from a PILOT agreement with Nine Mile Creek LP. In 2000, the parties entered into an agreement regarding the computation and allocation of the annual PILOT payments made under the PILOT Agreement covering the years 1999 through 2024 and the parties desire to extend the allocation of annual PILOT payments through the year 2040 pursuant to the same computation used in the 2000 Allocation Agreement.

Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

TOWN OF MARCELLUS WASTEWATER AGREEMENT EXTENSION: Trustee Curtin made a motion to approve a 30-day extension to the Intermunicipal agreement between the Village and Town regarding Wastewater services. The current agreement expires on 12/31/24 and this extension will allow the parties to continue to

negotiate the terms of renewal and avoid an interruption in service. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

F.J. POMPO ACCOUNTING SUPPORT CONTRACT: Trustee Manahan made a motion to enter into an agreement with FJ Pompo & Co. for accounting support and oversight from December 15, 2024 through May 31, 2025 to assist the Village Treasurer with various duties and responsibilities. The agreement includes services such as a high-level review of accounting transactions each month, assistance in preparation of and review of all bank account reconciliations and reconciling items, monitoring budget versus actual results monthly, proposal of budget modifications monthly to ensure balances are not overspent, preparation and filing of the AFR for fiscal year ending 5/31/25, and preparation of the annual budget with input and assistance from Village Officials. Due to the recent personnel change in the office of the Village Treasurer, the Board feels that this financial consulting is necessary to ensure the fiscal integrity of the Village while the recently appointed Treasurer acclimates to her position. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

HEALTH INSURANCE CONTRACTS: Trustee Curtin stated that all employees elected to stay with Excellus Blue Cross/Blue Shield, and the majority of employees have elected to enroll in the Platinum plan offered. The cost for all Excellus plans has risen this year. Overall, the cost to the Village has increased about 9% for major medical and 3% for dental beginning January 2025. Trustee Curtin made a motion to authorize the Mayor to sign the Health Insurance Contracts with Excellus Blue Cross/Blue Shield for 2025. The Village will cover 90% of the cost of a full-time employee's benefits, while the employee will pay 10% of said cost. Part time employees with 30 years of continuous service will pay 25% of the cost. Copies of the new contracts and coverage are available for inspection in the Village Office. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

EMPLOYEE HEALTH INSURANCE OPT-OUT: Trustee Manahan made a motion to approve a health insurance opt-out for full time Village employees who are covered under another health care program. This opt-out, the details of which are on file in the Village Office, would grant a buy-out incentive for the employee who chooses to opt-out, and would also provide a financial benefit for the Village, whose annual premium on behalf of the employee, would be eliminated. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

SET PUBLIC HEARING – LOCAL LAW #1 OF 2025: Trustee Curtin made a motion to introduce Local Law #1 of 2025 which will govern the design forms and character desired in the Village Center and codify the design requirements to aid in the protection of the Village's "small town" character, and to set a public hearing for Monday, January 27, 2025 at 7:00 pm on the matter. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

BUDGET MODS: Trustee Manahan made a motion to table budget modifications transferring revenues and appropriations in the General Fund. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

JANUARY 2025 VILLAGE

MEETINGS: Trustee Manahan announced the list of those meetings scheduled for the remainder of December and for January 2025 and noted note also that the Village Offices will be closed on Wednesday, December 25th, and Wednesday, January 1st for the Christmas and New Year's Holidays. Because these holidays fall on a Wednesday, trash collection WILL BE DELAYED each of those weeks. The Village will also be closed on January 20, 2025 to honor the memory of Dr. Martin Luther King Jr.

WILLIAM POMEROY HISTORICAL MARKER: Trustee Curtin made a motion to allow the Marcellus Historical Society to place a William Pomeroy Foundation Historic Roadside Marker in the Village Right of way at 1 West Main Street to replace the marker that was damaged by an automobile several months ago. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

ITEMS FROM THE FLOOR: Mayor Clark asked if there were any items from the floor. There were none.

Mayor Clark made a motion to adjourn the meeting, seconded by Trustee Curtin. Mayor Clark called for a vote. All board members voted aye and the Regular Board Meeting was adjourned at 7:14 p.m.

_____

Charnley A. Abbott, Village Clerk

MARCELLUS POLICE DEPARTMENT

MONTHLY REPORT

NOVEMBER 2024

RESPECTFULLY SUBMITTED

CHIEF BERNARD PODSIEDLIK

MONTHLY REPORT

NOVEMBER
2024

ACCIDENTS	MTD	2024	2023	2022	2021
PROPERTY DAMAGE	1	8	14	13	15
PERSONAL INJURY	0	0	1	0	0
PEDESTRIAN	0	0	0	0	0
FATAL	0	0	0	0	0
TOTALS	**1**	**8**	**15**	**15**	**18**

	MTD	2024	2023	2022
STOLEN PROPERTY	$62.00	38,000.00	33,428.22	3049.00
RECOVERED PROPERTY	$ 00.00	00.00	00.00	00.00

The Police Department responded to and investigated **88** incidents in NOVEMBER 2024.

The total number of calls and incidents for 2024 to date is 1081

The total number of calls and incidents for 2023 to date is 1552

The total number of calls and incidents for 2022 to date is 1239

The total number of calls and incidents for 2021 to date is 1108

The total number of incidents that the police department responded to for the year 2020 is 731

NOVEMBER

2024 ARRESTS

CLASSIFICATION	MTD	YTD	2023	2022	2021	2020	2019
FELONIES	0	0	2	1	1	2	6
MISDEMEANORS	0	0	3	9	1	9	31`
WARRANTS	0	0	0	0	1	1	1
VIOLATIONS	0	0	1	0	3	3	0
TOTALS	0	0	6	10	6	15	38

	MTD	YTD	2023	2022	2021	2020
ALARMS	1	9	14	7	15	20
AMBULANCE CALLS	2	26	0	24	51	51
ANIMAL	0	3	4	2	5	6
ASSAULTS	0	0	2	0	0	1
ASSIST OTHER AGENCY	2	20	29	27	32	42
ASSIST TO CITIZEN	7	120	88	73	85	54
BURGLARY	0	1	5	0	2	2
CALL FOR POLICE	0	5	3	0	1	0
CRIMINAL MISCHIEF	0	1	6	3	5	13
DETAIL	14	164	146	99	177	173
DISPUTE	0	2	11	9	6	15
DISABLED VEHICLE	0	0	11	10	12	9
DISTURBANCE	0	4	3	5	4	3
DOMESTIC VERBAL	0	7	10	5	10	6
DOMESTIC PHYSICAL	0	0	4	2	4	1
DRUG	0	0	1	1	0	6
DWI	0	0	1	0	0	2
ESCORT	0	0	0	0	0	2
FIRE CALLS	1	4	5	9	4	2
FOLLOW UPS	9	135		99	149	154
HARASSMENT	0	2	7	7	5	10
HAZARDOUS CONDITION	0	1	5	1	6	10
INTOXICATED PERSON	0	0	1	0	2	2
JUVENILE PROBLEM	0	6	1	0	3	10

	MTD	2024	2023	2022	2021
LARCENY	3	3	28	13	7
LOCAL LAW VIOLATION	0	0	0	4	0
MENACING	0	0	0	0	0
MENTAL HEALTH LAW	0	2	6	4	4
MISCELLANEOUS	11	162	9	77	95
MISSING PERSON	0	2	0	2	1
PARKING COMPLAINT	0	1	7	11	29
PARKING TICKETS ISSUED	0	6	0	10	42
PERSONAL INJURY ACCIDENT	0	0	0	1	1
POLICE INFO	4	65	53	45	56
PROPERTY CHECKS	24	346	92	375	545
PROPERTY DAMAGE	0	0	5	9	13
PROPERTY LOST/FOUND	1	4	4	6	2
ROBBERY	0	0	0	0	0
SEXUAL OFFENSES	0	0	0	0	1
STATUS CHECK	0	0	2	0	2
STOLEN VEHICLE	0	0	0	0	0
SUSPICIOUS PERSON	1	8	12	14	20
SUSPICIOUS VEHICLE	0	7	10	14	17
TRAFFIC COMPLAINT	0	3	0	0	3
TRAFFIC STOPS	5	69	10	105	99
TRAFFIC TICKETS ISSUED	3	37	6	70	45
TRESPASS	0	2	4	1	1
CALLS FOR SERVICE	**88**	**1169**	**1188**	**1909**	**2217**

MARCELLUS POLICE DEPARTMENT

MONTHLY REPORT

DECEMBER 2024

RESPECTFULLY SUBMITTED

CHIEF BERNARD PODSIEDLIK

MONTHLY REPORT

DECEMBER
2024

ACCIDENTS	MTD	2024	2023	2022	2021
PROPERTY DAMAGE	1	8	14	13	15
PERSONAL INJURY	0	0	1	0	0
PEDESTRIAN	0	0	0	0	0
FATAL	0	0	0	0	0
TOTALS	1	**9**	**15**	**15**	**18**

	MTD	2024	2023	2022
STOLEN PROPERTY	$62.00	38,000.00	33,428.22	3049.00
RECOVERED PROPERTY	$ 00.00	00.00	00.00	00.00

The Police Department responded to and investigated **70** incidents in DECEMBER 2024.

The total number of calls and incidents for 2024 to date is 1257

The total number of calls and incidents for 2023 to date is 1552

The total number of calls and incidents for 2022 to date is 1239

The total number of calls and incidents for 2021 to date is 1108

The total number of incidents that the police department responded to for the year 2020 is 731

DECEMBER

2024 ARRESTS

CLASSIFICATION	MTD	YTD	2023	2022	2021	2020	2019
FELONIES	0	0	2	1	1	2	6
MISDEMEANORS	0	0	3	9	1	9	31`
WARRANTS	0	0	0	0	1	1	1
VIOLATIONS	0	0	1	0	3	3	0
TOTALS	0	0	6	10	6	15	38

	MTD	YTD	2023	2022	2021	2020
ALARMS	0	9	14	7	15	20
AMBULANCE CALLS	1	27	0	24	51	51
ANIMAL	0	3	4	2	5	6
ASSAULTS	0	0	2	0	0	1
ASSIST OTHER AGENCY	2	22	29	27	32	42
ASSIST TO CITIZEN	1	121	88	73	85	54
BURGLARY	0	1	5	0	2	2
CALL FOR POLICE	0	5	3	0	1	0
CRIMINAL MISCHIEF	0	1	6	3	5	13
DETAIL	11	175	146	99	177	173
DISPUTE	0	2	11	9	6	15
DISABLED VEHICLE	0	0	11	10	12	9
DISTURBANCE	0	4	3	5	4	3
DOMESTIC VERBAL	1	8	10	5	10	6
DOMESTIC PHYSICAL	0	0	4	2	4	1
DRUG	0	0	1	1	0	6
DWI	0	0	1	0	0	2
ESCORT	0	0	0	0	0	2
FIRE CALLS	2	5	5	9	4	2
FOLLOW UPS	9	135		99	149	154
HARASSMENT	0	2	7	7	5	10
HAZARDOUS CONDITION	0	1	5	1	6	10
INTOXICATED PERSON	0	0	1	0	2	2
JUVENILE PROBLEM	1	7	1	0	3	10

	MTD	2024	2023	2022	2021
LARCENY	0	3	28	13	7
LOCAL LAW VIOLATION	0	0	0	4	0
MENACING	0	0	0	0	0
MENTAL HEALTH LAW	0	2	6	4	4
MISCELLANEOUS	7	169	9	77	95
MISSING PERSON	0	2	0	2	1
PARKING COMPLAINT	0	1	7	11	29
PARKING TICKETS ISSUED	0	6	0	10	42
PERSONAL INJURY ACCIDENT	0	0	0	1	1
POLICE INFO	5	70	53	45	56
PROPERTY CHECKS	27	353	92	375	545
PROPERTY DAMAGE	0	0	5	9	13
PROPERTY LOST/FOUND	0	4	4	6	2
ROBBERY	0	0	0	0	0
SEXUAL OFFENSES	0	0	0	0	1
STATUS CHECK	0	0	2	0	2
STOLEN VEHICLE	0	0	0	0	0
SUSPICIOUS PERSON	0	8	12	14	20
SUSPICIOUS VEHICLE	0	7	10	14	17
TRAFFIC COMPLAINT	0	3	0	0	3
TRAFFIC STOPS	4	73	10	105	99
TRAFFIC TICKETS ISSUED	0	37	6	70	45
TRESPASS	0	2	4	1	1
CALLS FOR SERVICE	**70**	**1257**	**1188**	**1909**	**2217**

Village of Marcellus

Code Enforcement

Monthly Report

December 2024

Submitted by:

Paul E. Stacey, Code Enforcement Official

Accident/ Incident/ Fire	0
Air Sealing Inspection	0
Appearance Ticket	0
Application Review	1
Attempt to Serve	0
Building Inspection	0
Certificate of Compliance	1
Complaint Inspection	0
Court	0
Drywall Inspection	0
Electrical Inspection	0
Email Received	#VALUE!
Email Sent	8
Final Inspection	1
Final Notice	0
Fire Inspection	21
Fireblocking Inspection	0
Follow-up Violation	0
Footer Inspection	0
Foundation Inspection	0
Framing Inspection	2
Hearing	0
Illicit Discharge Inspectic	0
Insulation Inspection	1
Investigation	0
Letter Sent	2
Mechanicals Inspection	1
Meeting	14
Notice of Violation	0
Office Work	4
Order to Remedy	0
Patrol	1
Permit Approved	1
Phone Conversation	26
Plan Review	0
Plumbing Inspection	0
Pre-permit Inspection	0
Rated Assembly Inspectio	0
Rental Inspection	8
Schedule Inspection	0
Sign Removed	0
Site Inspection	1
Stop Work Order	0
Stormwater Inspection	0
Training	3
Violation Inspection	0
Voice Mail	6
Other	1
Total:	**0**
Default Purposes:	47
Total Log Rows:	**47**

Summarized Action Totals:

From:

To:

Application/ Plan Reviews
Building Permits Issued
Construction Inspections
Fire Inspections
Complaint Inspections
Violation Inspections
Stormwater Inspections
Notices and Letters
Meetings (government & private)
Miscellaneous Actions
Total

Notes:

Building permits

Value of projects for permits issued:

Building permit fees:

12/02/24		Office	Phone Conversation	Spoke with Kimberly Radesi regarding a property on Limerick. She explained that she is in the middle of a divorce and she was looking for information on the building codes. Her ex-husband has rented a place on Limerick and when she was face timing her son the wall was bare plywood. I explained that the house is not located in the Village and therefore not in my jurisdiction. I told her that John Houser would be her point of contact. She said that John refered her to me. We then spoke about building codes and rental property. She was looking for information about the property to make sure that when her sons stay with her ex, that they are safe.
12/02/24		office	Phone Conversation	Spoke with Mike Wallace (16 Highland Drive). He called about the rules regarding the placement of a shed in his back yard
12/02/24		office	office work	researching lighting and store hours pertaining to the new Stewart's.
12/02/24		office	meeting	Met with Heidi Randall (3 Orange Street) We spoke regarding the issue of the lighting at night with regards to the new Stewarts.
12/02/24		office	email received	Received the monthly email request from the U.S. Census Bureau regarding new home construction.
12/02/24		office	email received	Received email from the Village Attorney informing me that he has all the paperwork he needs from Stewarts. Therefore I am able to issue the Certificate of Occupation once all the work is done on the site.
12/02/24		office	email received	Received Certificate of Approval for 27 East Main Street
12/03/24	3	Orange St	meeting	Had a meeting with Marcus Andrews, Steve Scaparo (both from Stewarts) and Hedi Randall. The meeting was regarding the fence in Heidi's yard, the dirt on her side of the fence, and the lighting in the back of Stewarts Propery.
12/03/24	27	E Main St	Final Inspection	Performed final inspection of Stewarts. The only issues are those pertaining to 3 Orange Street, and the easements for the stormwater drainage and sidewalks.
12/03/24		office	phone conversation	Spoke with Jeff Brown (Village Attorney) regarding a temporary certificate of operation for Stewarts.Jeff explained that the Village should get a bond for the repairs around Heidi Randall's property
12/03/24		office	phone conversation	Reached out to Jim Oberst (MRB Group) regarding the hours of operation for Stewarts. Looking to see if Jim had any notes on the hours that differed from mine.
12/03/24		office	meeting	Heidi Randall stopped by th office to drop off a list of her concerns with the construction of Stewarts. She gave myself & the Mayor a copy.
12/03/24		office	phone conversation	Spoke with Tyler Estlinbaum (GC) for a project @ 3 First Street, regarding drawings for the project.

12/03/24		office	email Received	The Mayor emailed the Board of Trustees, Jeff Brown, Jim Oberst, the Village Clerk, and Myself regarding Heidi's concerns
12/03/24		office	Phone Conversation	Spoke with Jim Oberst regarding the proposed Bond. His reccomendation was to ask for a $20,000 Bond
12/03/24		office	Phone Conversation	Spoke with Jeff Brown regarding the $20,000 Bond and he was agreeable to the bond .
12/03/24		office	Phone Conversation	Spoke with MarCus from Stewarts. He was agreeable with the $20,000 Bond. He informed me that Chuck Marshall would be bringing the money tonight and I agreed to wait from him. I would then issue a Temporary Certificate of Occupancy.
12/03/24	3	Orange St	Site Inspection	I used a light meter and took 5 readings in Heidi Randall's backyard. This was done to note the amount of light and then reference the readings to those on the drawings submitted from Stewarts.
12/03/24		office	meeting	Met with Chuck Marshall, received the money, and issued the temporary Certificate of Occupancy.
12/03/24		office	email sent	Sent Marcus Andrews (Stewarts) a copy of the signed Certificate of Occupancy
12/03/24		office	email received	received the Certificate of Approval for the plumbing done at 47 North St
12/03/24		office	email sent	Replied to the U.S. Census Bureau regarding new home construction
12/04/24		office	phone conversation	Spoke with Larry Hopkins regarding the joining of 2 lots in the Baltimore Ridge development. He had question about the possibility of moving a drainage easement that seperates the 2 lots.
12/04/24		office	email sent	Emailed bothJim Oberst (MRB) & Jeff Brown (Village Lawyer) regarding the questions that Larry Hopkins has .
12/04/24		office	email received	received the weekly SWPPP report for Baltimore Ridge Development and read the report. No action required at this time
12/04/24		office	Certificate of Compliance	Issued a Certificate of Compliance to Malta Ridge Development (Braeside Apartments) for the 18 EV chargers they had installed.
12/04/24		office	email sent	Sent the Cof C to the representative for Malta Ridge Development
12/04/24		office	email Received	Comfort windows is looking for the okay to start the project
12/04/24		office	phone conversation	Spoke with Bill Regan regarding Larry Hopkins and the combining of 2 lots in Baltimore Ridge development. His suggestion would be to create an easement between the last easement that fronts his property and follow it down to the corner and turn to connect with the piping .
12/05/24		office	Meeting	Met with Greg Crysler (Village DPW) and updated him on the issue of combiningthe 2 lots. He has no issues.

12/05/24	2	E Main St	fire inspection	Inspected Garzia Tax & Law Office the only issue is that the fire extinguisher was out of date.
12/05/24	1	E Main St	fire inspection	Inspected the 1st Presbyterian Church. The Ansul system was out of inspection. Need to verify the last time the fire alarm system was inspected/tested.
12/05/24	5	E Main St	fire inspection	Inspected the Alvord House. The fire extinguishers were out of date.
12/05/24	24	Maple St	fire inspection	Inspected Transon Global Realty need to verify the last time the fire alarm was tested.
12/05/24		office	email received	Rich Aupperle update me on the status of 2-6 West Main Street. He also asked for an Insulation Inspection
12/05/24	2-6	W Main St	Insulation Inspection	Inspected the insulation and found no discrepancies
12/05/24		office	phone conversation	Spoke with Chip Van Derhoof regarding a permit for 13 South Street.
12/06/24		Office	phone conversation	Spoke with LS Roofing, informing them that thetrailer needs to be moved off the village street and the shingles that are on the sidewalk need to be moved.
12/06/24	1	W Main St	fire inspection	Inspected St Francis Church and the Church hall. 3 Emergency lights were inoperative.
12/06/24	53	North St	fire inspection	Inspected St Francis Education Center. There were no issues noted.
12/06/24		Office	Other	Assisted a person with the Loan Closet
12/06/24		Office	Office Work	wrote the reports for the 10 fire inspections done this week
12/06/24		office	phone conversation	Spoke with Robert Kelly (40 Kinderwood) regarding performing a fire inspection.
12/06/24		office	phone conversation	Spoke with Daniel Wooley (15 West Main Grange Hall) regarding performing a fire inspection
12/09/24		office	Phone Conversation	Spoke with Tom McDonald (45 North St.) pertaining to a submitted building permit. He explained that his wifes email was hacked and he was just following up to see if I received the plans
12/09/24		office	email received	From Dan Terino (Vintage Fusion) received copy of his plans for electrical work being done at the business
12/09/24		office	meeting	Met with Tom McDonald (45 North Street) He delivered a copy of the plans for the kitchen remodel job
12/09/24		office	application review	Reviewed the plans for the remodeled kitchen. Tom explained that he did not expect to do any work on the outside wall. I explained that should he decide to remove the drywall, I'll need to inspect the insulation before he drywalls.
12/09/24		office	Permit Approved	Issued the permit for the kitchen remodel.
12/10/24	15	W Main St	Fire Inspection	Inspected the Grange Hall. No discrepancies
12/10/24	16	W Main St	Fire Inspection	Inspected the Dog Training. No discrepancies
12/10/24	2	Baltimore Ridge Rd	Framing Inspection	Inspected The house being constructed on the site. Found several roof trusses that do not match the truss schedule.

12/10/24		office	phone Conversation	Spoke with Steve @ Fabco (Truss MFR) regarding the mis matched trusses. Turns out my copy of truss schedule is not the correct one. Steve will email me a good copy.
12/10/24		office	email received	Received the good truss schedule from Steve. Looked at the trusses in question and everything is satisfactory.
12/10/24		office	Phone Conversation	Spoke with Paul Capucilli regarding the trusses @ 2 Baltimore Ridge. I nformed him that after I received the coorect truss schedule that the trusses are good.
12/10/24		Office	Voice mail	Received a voice mail from Dustin @ Cannon Pools regarding 20 Baker Road
12/10/24		Office	voice Mail	Received a voice mail from Essential Power regarding a solar project in the village.
12/10/24		Office	Meeting	Met with the Ducks' regarding installing an inground pool at 20 Baker Road. They submitted their paperwork and we talked about the need for a variance from the setback lines. Iexplained that I would look into their plans and do a little research and get back to them later.
12/10/24		Office	phone conversation	Spoke with Bill Reagan regarding the pool setback limits. Pools only need 5 feet.
12/10/24		Office	phone conversation	Spoke with Joyce Duck and informed her of the set back requirements for an inground swimming pool.
12/10/24		office	voice mail	Tried to return the call to Dustin from Cannon Pools, left msg,
12/10/24		office	voice mail	Tried to return the call to Essential Power, left msg,
12/11/24	22	E Main St	Training	Attended the yearly training for Sexual Harrasment, Blood Born pathogens, Hazmat Woper, and Workplace Violence
12/11/24	44	E Main St	Fire Inspection	Inspect Ryan Funeral Home. No discrepancies
12/11/24		office	voice mail	Tried to return the call to Essential Power, left msg,
12/11/24		Office	Voice mail	Received a voice mail from Kristy Kudlick (Owner of 37 1/2 & 45 South Street.) She had questions regarding electrical cars and charging them at her rentals.
12/11/24		Office	email sent	Emailed Dan Terino the requirements for fire extinguishers and a list of approved electrical inspectors
12/11/24		Office	Phone Conversation	Spoke with Dan Tererinno to follow up and see if he received my email.
12/11/24		office	email received	Received email from Marcus Andrews(Stewarts) regarding $20,000 bond and a punch list
12/11/24		office	email received	received the weekly SWPPP report for Baltimore Ridge Development and read the report. No action required at this time
12/12/24	22	W Main St	Rental Inspection	No issues found
12/12/24	26	W Main St	Rental Inspection	Missing Smoke Detector and CO detector in Lower Apartment

12/12/24	32	E Main St	Rental Inspection	Missing Smoke Detector and CO detector in Basement
12/12/24	1-3	Reed St	Rental Inspection	Lower Apartment needas access to Gas Shut-offs and CO detector
12/12/24	29	North St	Rental Inspection	Co Detector in Basement
12/12/24		office	Phone Conversation	Sent Text message to Jack Scalice regarding dirt piles he has on lot 6 of Baltimore Ridge Development
12/13/24		Office	Email Received	Received an email from Jeff Brown regarding Marcus's email pertaining to the bond & punch list,
12/13/24		office	email sent	Replied to Marcus's email pertaining to the punch list.
12/13/24		office	office work	Completed all the Ecodes questions for codes.
12/13/24	33	North St	Fire Inspection	Inspected Pis Funeral Home - Only issue was that the fire extinguishers were out of date.
12/13/24		office	phone conversation	Spoke with Jamie Plis (Owner Plis Funeral Home) Fire extinguishers were serviced.
12/16/24	46	E Main St	fire inspection	Inspected the Masonic Lodge - No Issues noted
12/16/24	13	E Main St	fire inspection	Inspected the American Legion - No issues noted
12/16/24	31	E Main St	fire inspection	Inspected MDVIP
12/16/24	1/ 2	Orange St	fire inspection	Inspected Dr. Stepkovitch's office-Only issue was outdated fire extinguishers
12/17/24		Village	Patrol	drove around the village looking for issues, Nothing to note
12/17/24		office	Phone Conversation	Spoke with April Tucker (Rebound Sports 37 South Street) Scheduled the fire Inspection
12/17/24		office	office work	Filing paperwork
12/18/24		office	email received	received the weekly SWPPP report for Baltimore Ridge Development and read the report. No action required at this time
12/18/24	24 - 28	Slocombe Ave	Rental Inspection	Inspected property and found no issues
12/18/24	27	Slocombe Ave	Rental Inspection	Inspected property and found several infractions
12/18/24		Office	Meeting	Attended Planning Board Meeting - Calley Hardware requested a modification to their site plan review and received it.
12/19/24		Embassy Hotel	Training	Attended class on Code Development
12/19/24		Embassy Hotel	Meeting	Attended the annual NYSBOC meeting
12/19/24	18	Flower Ln	Mechanicals Inspection	Inspected newly installed furnace - no issues noted
12/19/24	20	Baker Rd	Meeting	Met with Jack Scalice (GC) we talked about the s
12/20/24		office	Training	Attended virtual continuing education class on Energy Code for Existing Commercial Buildings
12/20/24		office	Letter Sent	Sent a courtesy lettr to Kathleen Kadilak (Owner 8 North St) regarding left by the curb in her side yard

12/20/24		office	Letter Sent	Sent Ross Ireand (owner 26 SouthSt.) a letter informing him to brace the left side of the garage at 26 South Street and that he needs to either fix the garage so it isnt leaning or take it down .
12/20/24		office	Phone conversation	Spoke with Bob Halpin (Owner 24 West Main Street) we scheduled the inspection of the building for 3:30 on Monday 12/23
12/23/24		office	Phone Conversation	Spoke with Jack Scalice about moving his trailer of Baker Road. He agreed to move it.
12/23/24	37	South St	Fire Inspection	Inspected Rebound Sports Therapy only issue was a CO Detector needing a new battery. The owner replaced it on the spot.
12/23/24	24	W Main St	Rental Inspection	Inspected the 3 Apartments @ 24 W Main Street. Apartment 2B had a missing smoke detector in the Bedroom
12/23/24	24	W Main St	Fire Inspection	Inspected the Mini Mart. This locatin is currently vacant. It was missing a smoke detector
12/23/24	24	W Main St	Fire Inspection	Inspected the common areas. 2 of the electrical panels had openings where the circuit breakers go.
12/23/24	24	W Main St	Fire Inspection	Inspected the Storage area. There were no issues noted.
12/23/24		office	Meeting	Attended the Village Board of Trustees Meeting
12/23/24		office	Phone conversation	Spoke with Len Philips
12/24/24		office	email received	Received the updated County Planning Board schedule for 2025 and information for the upcoming year.
12/24/24		office		Received the County Planning Boards Resolution for The Villages proposed law 2024-3
12/27/24	2	Baltimore Ridge Rd	Framing Inspection	Did a partial framing inspection on the house
12/27/24	3	E Main St	Meeting	Met w/Rim Cox regarding the Nine Mile Trading Company and the rumour of them closing. We also scheduled the fire inspection. He mentioned that they were closing the business, but someone was going to be renting the space to operate as a store. I handed him my card to pass on to the new person and asked him to have them call me.
12/27/24	8	W Main St	Meeting	Met with John Lischak, his cousins daughter just purchased 69 North Street (the old Daniels Grill). He mentioned she was hoping to open in February. I explained she would need to come before the Planning Board. So I gave him my business card to pass on so they would contact me.
12/27/24	6	Mile High Dr.	Fire Inspection	Inspected the Village Sewage Treatment plant. Found no issues
12/27/24		Office	email received	Received email from Joan Berrafato from US Census Bureau inquiring into new housng permits
12/27/24		Office	email sent	Responded to Joan Berrafato's email
12/30/24	3	E Main St	Fire Inspection	Inspected Nine Mile Trading Company (3 East Main Street) there were no discrepancies

12/30/24	6	E Main St	Fire Inspection	Inspected The Village Tavern, no CO detector in the basement, and the fire extinguishers & the ANSUL system were past due.
12/30/24		office	email received	From Rachel Botsford, she is the director of the child care service operating at the Presbyterian Church. She requested a copy of the most recent Fire Inspection in order for her to apply for her license.
12/30/24		office	email sent	Responded to Rachel's request and forwarded her copies of the inspections
12/30/24		office	Meeting	Met with Jamie Curtin, Greg Crysler, Kurt Strom, and Larry Hopkins. We discussed the combining of 2 lots on Baker Road in the Baltimore Ridge development.
12/31/24		office	email received	received the weekly SWPPP report for Baltimore Ridge Development and read the report. No action required at this time

Marcellus Town Board
Regular Meeting
Wednesday, December 4, 2024
6:30 PM

A Regular Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, December 4, 2024, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present:	Laurie Stevens	Supervisor
	Jeff Berwald	Councilor
	Percy Clarke	Councilor
	Terry Hoey	Councilor
	Gabe Hood	Councilor

Also Present: Mike Ossit, Highway Superintendent; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; John Houser, Codes Officer; John Pawlewicz, Christina Kohler, Ed Riefler, Matt Aupperle, Henry Riefler, Lucas Covert, Daniel Frank, Carlton Frank, Travis Frank, Clayton and Ryan Phillip, Garrett Edie, Tyler Diehl, Connor Edie, Shawn Edie, Mike Thibeault, Jean Kelsey, Simon Hoch, Ron Zamojski, Joe Owen, Renee Bucci, Kevin Quick, Bill Southern, Steven and Robin Bolewski, Chad Clark, Michael Hoch, Katie Aupperle, Scott Stearns, Lynda Kianka, Michael Kianka, Josh Magiera, Claudia Hastings, Jojo Leubner, Tim and Erica Leubner, Jerry Wickett, Dave Card, Fire Department; Joel McNally, Fire Department; Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk

PUBLIC HEARING- Local Law No. C-2024 Outdoor Concerts: The public hearing was opened at 6:30pm. Supervisor Stevens asked Jim Gascon, the Town Attorney, to speak on the topic before it was opened to the public. Mr. Gascon stated the Town had received a lot of feedback from the public regarding Local Law C-2024. Jim stated that Local Law C-2024 was intended to create the possibility that a resident of the Town could petition the Town for a Special Use Permit to conduct an outdoor concert. Local Law C-2024 only applies to Ag Market District. The proposed law is intended to apply to limited circumstances. It would require a review by the Planning Board and Zoning Board and is not intended for the general public. Based on the proposed Local Law C-2024 an Outdoor Concert is defined as a "music event, open to the general public and/or for compensation, conducted outdoors and consisting of amplified music or music made with three or more instruments, including voices." A site Plan review would be necessary to apply for the Special Permits.

Councilor Hoey stated the intent of the law is to allow something that was not allowed before. Jim Gascon said this is not to prevent family activities such as birthday parties, graduation parties or weddings. This proposed law applies to any concerts involving compensation.

Councilor Berwald asked if the Town has a noise ordinance. He also asked why the proposed law would only apply to the A1 district and if this is intended to go against the proposed PUD for Tim's Pumpkin Patch or how this proposed law ties into the requested PUD.

Supervisor Stevens responded that it's a modification because as the Zoning Board stated, if somebody came for a special permit, nowhere in the Town's Zoning do we allow concerts in this zone.

Councilor Berwald asked if the PZB denies the permit request can the Town Board override their decision. Jim Gascon replied to his question stating the Town Board would not have the authority to override the PZB.

Jean Kelsey of Lawrence Road, asked if it was stated anywhere in the zoning law or codes that you could not have concerts? She feels this is something new not an amendment. Jean also feels that there should be an exception for benefits.

Joe Owen of South Street Road has an issue with the proposed law the way it is worded. He believes it's too vague and has concerns that there is a 10+ acre restriction.

Erica Leubner of Rose Hill Road asked the Town Board if there was any consideration in the State Ag Markets policy of what constitutes a farm. She is wondering how the State Law plays into the proposed Law.

Bill Southern of Scotch Hill Road questioned if you can only have concerts in the A1 district.

Tara Lanning asked how many permits are allowed.

Steven Bolewski of Rose Hill Road read a statement he prepared and requested his comments be public record. They will be attached to the end of the minutes.

Jerry Wickett of Limelegde is opposed to passing the proposed Local Law C-2024. He believes it is opening the Town up to problems and lawsuits.

Councilor Hoey stated that there is a vague sense that everyone is allowed to do whatever they want on their own property and that's not how zoning works. There are different rules for different zones in the Town of Marcellus. Each zone has rules that restrict what you're allowed to do.
Councilor Clarke made a motion seconded by Councilor Hoey to close the public hearing at 7:17pm.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

PUBLIC HEARING-Town of Marcellus 2024 Comprehensive Plan: Jerry Wicket of Limeledge Road, also a member of the Comprehensive Plan Committee, would like to urge the Town to adopt the Comprehensive Plan. It has been a two-year process that provides a good vision of the Town of Marcellus for the future.
Bill Southern is in favor of the Town adopting the Plan. He has reviewed the plan and believes it's a good plan for the Town.
The Town Board thanked the Committee for the time and effort put into this plan.
Councilor Hoey made a motion seconded by Councilor Hood to close the Public Hearing at 7:22pm.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Waive the Reading and Accept the Minutes: Councilor Hoey made a motion seconded by Councilor Hood to waive the reading and accept the minutes as presented by the Town Clerk. The minutes were from the November 6, 2024, Town Board Meeting and the November 20, 2024, Workshop Meeting.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Monthly Activity: The abstract of Audited Vouchers for December 2, 2024, given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 2, 2024. Claim #s 157431-157439.

	Expenses
General Fund	$8,181.50
Part Town General	380.25
Townwide Highway	1,133.31
Total	$9,695.06

The abstract of Audited Vouchers for December 3, 2024, given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 3, 2024. Claim #s 157440-157450.

	Expenses
General Fund	$1,214.19
Part Town General	707.13
Townwide Highway	648.00
Total	$2,569.32

The abstract of Audited Vouchers for December 4, 2024, given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 2, 2024. Claim #s 157421-157430.

	Expenses
General Fund	$28,505.93
Townwide Highway	1,405.05
Total	$29,910.98

Board Members were given the Activities Report as of November 21, 2024. Fiscal year 2024 Period 11.

	Revenue	Expense
General Fund	(1,741,768.73)	1,289,067.16

Part Town General	(216,227.33)	164,363.67
Townwide Highway	(649,229.40)	381,266.64
Part Town Highway	(376,729.96)	362,484.17
Fire District	(398,787.32)	390,876.00
Hydrant Fund	(3,081.44)	3,227.00
Ambulance Fund	(313,384.80)	313.365.00
Sewer District	(195,953.72)	195,952.00
Water District	(181,977.21)	185,268.28

Bank Balances:
The total of all Bank Balances for September 2024 is $4,121,453.88

Councilor Hood made a motion seconded by Councilor Hoey to approve the Abstract of Audited Voucher Reports as of December 2, 2024, December 3, 2024, December 4, 2024, and the Activities Report as of November 21, 2024, and the Bank Balances of September 2024.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Old Business:

Solar Law: A Local Law to amend section 235-26m of the Town of Marcellus Code to add a new section regulating solar energy systems within the Town of Marcellus. The full version of Local Law No. D-2024 is available at Marcellus Town Hall in the Town Clerk's office or on the Town's website. After a brief introduction by attorney Jim Gascon and responding to comments from Board members, the formal process of introducing Local Law D-2024 began. Attorney Gascon read aloud the entire Long Form Environmental Assessment Form and the "Town Board Resolution Introducing Local Law D-2024".

Councilor Hoey made a motion seconded by Councilor Clarke to accept the negative declaration of the Solar Law SEQR.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

TOWN BOARD RESOLUTION
INTRODUCING LOCAL LAW D-2024
(A Local Law Amending Chapter 235-26M of the Town of Marcellus Code

To Add A New Section Regulating Solar Energy Systems Within the Town of Marcellus)

TOWN OF MARCELLUS

December 4, 2024

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said Town, County of Onondaga, State of New York, on December 4, 2024, at 6:30 P.M., there were:

PRESENT:	Jeff Berwald	Councilor
	Percy Clarke	Councilor
	Gabe Hood	Councilor
	Terry Hoey	Councilor
	Laurie Stevens	Town Supervisor

WHEREAS, Councilor Hood introduced proposed Local Law No. D-2024, "A Local Law Amending Chapter 235-26M of the Town of Marcellus Code To Add A New Section Regulating Solar Energy Systems Within the Town of Marcellus" and made the following motion, which was seconded by Councilor Hoey; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Marcellus, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the adoption of said Local Law is a Type I Action for purposes of environmental review under SEQRA; and

WHEREAS, the Town Board has determined that Full Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, the said full EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED that the enactment of said proposed Local Law D-2024 is a Type I Action, there are not other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQRA review; and it is further

RESOLVED AND DETERMINED that the reasons supporting the foregoing Negative Declaration are as follows:

1. If adopted, proposed Local Law D-2024 will provide more comprehensive regulations to potentially permit and regulate the construction of solar energy systems in the Town in a manner that preserves the health, safety and welfare of the Town while also facilitating the production of renewable energy;

2. In reviewing and regulating the placement and use of solar energy systems, the Town has recognized that a carefully coordinated special use permit and site plan review will be undertaken by the Town prior to any approval of a solar energy system;
3. In regulating the placement and use of solar energy systems, the Town proposed regulations are designed to minimize impact of such uses on the environment and surrounding properties while encouraging appropriate placement of those solar energy systems in the proper circumstances;
4. While it is recognized solar energy systems may be perceived to be aesthetically detrimental to surrounding properties in some instances, especially residential neighborhoods, the proposed regulations provide for aesthetic impacts to be considered in the review process and further provide for tools available to the permitting board to mitigate impacts;
5. This Local Law seeks to accommodate public demand for solar energy systems, while minimizing potential adverse impacts upon neighboring uses;
6. Aesthetic impacts will be reduced as a result of this Local Law which imposes various site requirements upon these facilities, including screening, height limitations, separations, design, proliferation, landscaping, lighting, utility services, setbacks, visibility and others;
7. Enactment of proposed Local Law No D-2024 will be more protective of the environment than the absence of such regulations or the prior regulations on solar energy systems;
8. Proposed Local Law No. D-2024 seeks to minimize aesthetic and other impacts of such uses on their neighborhoods, and as such, its adoption will have no significant effect on land use, air or water quality, traffic, solid waste production, drainage, animal or vegetation life; will not attract numbers of people to the Town; will not create any conflict with the Town's plans or goals; will not impair the character of any community or neighborhood resource; will not create any health hazard; will not result in any change in energy use; and will not create any demand for other action which would result in the above consequences; and it is further

RESOLVED AND DETERMINED that the Town Board has determined this action shall have no significant adverse impact on the environment; that, accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED that the Town Board conduct a public hearing as to the enactment of proposed Local Law No. D-2024 at the Town Hall located at 22 East Main Street Street, in the Town of Marcellus on December 30, 2024 at 6:30 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and it is further

RESOLVED AND DETERMINED that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Town of Marcellus and to any affected municipalities described above.

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

VOTE: Laurie Stevens Town Supervisor Yes

Jeff Berwald	Councilor	Yes
Percy Clarke	Councilor	Yes
Gabe Hood	Councilor	Yes
Terry Hoey	Councilor	Yes

The foregoing resolution was thereupon declared duly adopted.

DATED: December 4, 2024

Tim's Pumpkin Patch PUD: This topic was tabled. The Town Board is still in the discussion phase.

Comprehensive Plan- SEQR: This topic has been tabled. The Town of Marcellus is waiting to hear from Onondaga Planning Department approving them as lead agency. The Town received notification from the Village of Marcellus granting permission to be the lead agency on the Comprehensive Plan. This topic will be discussed at the December 18, 2024 Workshop meeting.

Sewer Contract with the Village: This topic has been tabled. The Town and Village are still negotiating the terms. The Town sent a letter asking for an extension and amendment of agreement until another agreement can be negotiated.
Councilor Hoey made a motion seconded by Councilor Clarke to approve Supervisor Stevens to sign the extension agreement.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Modify Zoning Regulations to Include Outdoor Concerts: After much discussion during the Public Hearing, it was decided to table this topic for further discussion.

New Business:

Town Hall Hours of Operations: Effective January 1, 2025, Town Hall office hours will be 8:30am-4:00pm Monday through Friday. The Recreation Office will operate on a part-time schedule with the following hours Monday, Wednesday and Friday 11:00am-4:00pm and Tuesday and Thursday 8:30am-1:30pm.
Councilor Clarke made a motion seconded by Councilor Berwald to approve the modified hours for Marcellus Town Hall and the Recreation Office.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Bishop Hill and Lee Mulroy Road Safety Evaluation Update: Supervisor Stevens received an email from Onondaga County Department of Transportation informing the Town that after careful consideration and a thorough review of the current traffic data there will be no changes to the signage or striping at the intersection of Bishop Hill and Lee Mulroy Road. The DOT also stated that there is plenty of sight distance for the current speed limit and passing zones. The existing conditions met their safety and traffic flow standards.

Departments Reports:

Codes: John Houser, Codes Officer; informed the Town Board he is working on getting bids for the demolition of the trailer on Pleasant Valley Road. John also mentioned he has been in contact with the companies working on 4457 Dublin Road and is happy with the progress.

Highway: Mike Ossit, Highway Superintendent nothing to report.

Parks/Rec: Phil Coccia, Recreation Director informed the Town Board that Mark Moncavage retired from his position at Marcellus Park on November 1, 2024. Jane Attley will take the lead on applying for grants pertaining to plants and trees for the park. Jane is also working on the concert in the park schedule.

Town Clerk: Rosemary Tozzi, Town Clerk; Presented the monthly report for November 2024
Dog Licensing $306.00
Passport $210.00
Conservation $80.21
Building $236.00
Zoning Fees $100.00

Discussion Agenda:
Fire Department: Dave Card had nothing to report

Dublin Road: A resident wants the Code's Officer to investigate debris that is being removed from the house and left on the property.

Adjournment: Councilor Clarke made a motion seconded by Councilor Hood to adjourn the meeting at 7:52pm.
Ayes – Berwald, Clarke, Hoey, Hood and Stevens Carried

Respectfully submitted,

Rosemary Tozzi
Town Clerk

Document G – Sewer Rates

Village of Marcellus

Normal Rate Tables

Rates Effective January 1, 2025

Minimum	Maximum	Charge	Per
0	5,000 gals/unit	$105.00	0
5,000	23,000	$8.98	1,000
23,000	39,000	$11.42	1,000
39,000	600,000	$7.75	1,000
600,000	99,999,999	$6.53	1,000

Note: The first range defines the base charge (minimum) indicated in Charge column, with an allowance of gals or cu ft indicated in Maximum column. It is a base charge charged to all customers without incurring any additional charges. Thereafter, charges are on a per . . . gals basis indicated in the last column

RESOLUTION TO IMPLEMENT A CLIMATE SMART COMMUNITY TASK FORCE AND APPOINT A CLIMATE SMART COMMUNITY COORDINATOR

WHEREAS, the Village of Marcellus adopted the New York State Climate Smart Communities Pledge by Resolution on August 26th, 2024; and

WHEREAS, the Village wishes to obtain Certification under the Climate Smart Communities (CSC) Program by taking proactive steps towards reducing greenhouse gas emissions and adapting to climate change; and

WHEREAS, a Climate Smart Community Task Force serves as a central body of leadership that promotes and supports climate change mitigation and adaptation strategies within the community and will act as an advisory group to the municipality on any community issues related to climate change; and

WHEREAS, the CSC Task Force will meet at least twice a year and maintain meeting minutes and attendance records for each meeting; and

WHEREAS, the CSC Task Force will consist of community members, municipal representatives, and other relevant stakeholders; and

WHEREAS, a CSC Coordinator is responsible for convening and managing the task force as Chair, serving as a liaison between the CSC task force and the chief executive officer and other officials, and interfacing with the New York State Department of Environmental Conservation on the CSC program as needed.

THEREFORE, IT IS HEREBY RESOLVED that a Climate Smart Community Task Force be initiated with the initial membership list below; and

BE IT FURTHER RESOLVED that the Village of Marcellus appoints Margaret Curtin, Village resident, as the Climate Smart Community Coordinator.

Initial Membership List for CSC Task Force:

Name	Affiliation
Jamie Curtin	Village Trustee, Village Resident
Margaret Curtin	Village Resident, CSC Coordinator
Mallory Zabinski	Village DPW, Village resident
Nancy Calley	Village Business Owner – Calley's Hardware
Chris Neverrette	Village Resident
Tyler Cooper	Teacher & Independent Studies Facilitator at MSCD
Jesse Faulkner	Village Resident, Planning Board Member

DRAFT

ESCROW AGREEMENT

Escrow Agent: Village of Marcellus
6 Slocombe Ave, Marcellus, New York 13108 ("Village")

Contractor: Stewart's Shop Corp.
P.O. Box 435 – Saratoga Springs, NY 12866 ("Contractor")

RE: Work to be performed at the property located at 27 E. Main St. Marcellus, NY 13108.

Whereas:

1. Certain work remains to be completed on the above referenced property as of the date of this agreement, and said work is listed on the "work schedule" attached hereto as Exhibit "A".

2. The sum of $20,000.00 has been provided by Contractor to the Village and deposited in the non-interest-bearing escrow account of the Village and will be held in escrow until the work is completed to the satisfaction of the Village.

3. The work is to be completed on or before May 1, 2025. Upon satisfactory inspection by the Village, the sum of $20,000.00 held in escrow will be paid to Stewarts Shops Corp. at this address: Stewart's Shops Corp - Attn Marcus Andrews – P.O. 435 – Saratoga Springs, NY 12866

4. If the work has not been completed by the completion date required by the Village and/or the work has not been completed to the Village's satisfaction, the Village may use the funds deposited to contract for the completion of the required work. If the cost of the completion is greater than the amount of money held in escrow, Contractor agrees to reimburse the Village for any additional expenses.

Dated: January 15, 2025

CONTRACTOR
Stewart's Shops Corp.
Marcus Andrews

Village of Marcellus

By:_____

COPY

COPY

WORK SCHEDULE

1. Lowering the light poles on the North side of the north parking lot, to 10 feet as noted on the proposed site plan drawing dated January 2, 2024

2. Seeding the North side of the fence between Stewarts Shops (27 East Main Street) and 3 Orange Street

February 2025
Village Meeting Dates

VILLAGE BOARD

Workshop/Agenda	Friday, February 21st	9:30am	3rd Friday
Public Hearing	Monday, February 24th Re: Local Law #2 of 2025- Override Tax Cap	7pm	
Regular Board Meeting	Monday, February 24th	Immediately following Public Hearing	

PLANNING BOARD

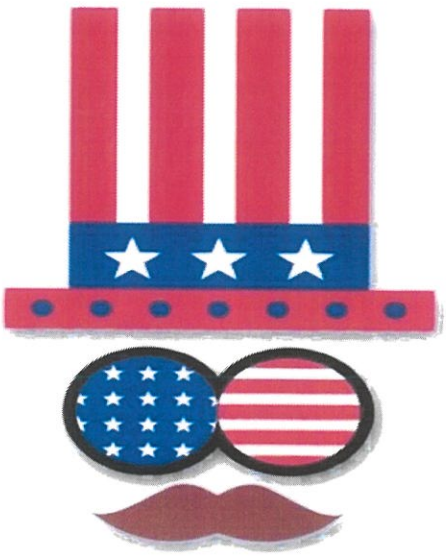
Regular Meeting	Wednesday, February 19th	7pm

ZONING BOARD

None Scheduled

OTHER DATES TO REMEMBER

Wednesday, January 29th	Comprehensive Plan Public Workshop Marcellus Free Library	6-8pm
Monday, February 17th	President's Day	Offices Closed



★ Happy President's Day ★