

Marcellus Town Board  
Workshop Meeting  
Wednesday, May 20, 2026  
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, May 20, 2026, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Jane Attley	Supervisor
Jeff Berwald	Councilor
Percy Clarke	Councilor
Terry Hoey	Councilor
Karen Pollard	Councilor

Also Present: Don MacLachlan, Park and Recreation Director; Linda Wilcox, Town Historian; Tom Lathrop, Bill Southern, Eileen Driscoll, Rosemary Vulcano, John Pawlewicz, Patricia Bishop, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk.

**PUBLIC HEARING- Charter Communications Franchise Agreement:** Supervisor Attley opened the public hearing. The last agreement was signed in 2015. This agreement will be valid for fifteen years. There were no questions or comments regarding this agreement.

Councilor Pollard made a motion seconded by Councilor Berwald to close the public hearing at 6:31 PM and authorize Supervisor Attley to sign the agreement with Spectrum Northeast, LLC, locally known as Charter Communications.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard Carried

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 for May 19, 2026. Claim # 159596-159602

	Expense	
General Fund		\$8,792.56
Part Town General		2,546.42
Part Town Highway		13,966.33
Trust and Agency		755.77
Total		\$26,061.08

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 for May 20, 2026. Claim #'s 159567-159595.

	Expense	
General Fund		\$31,241.42
Part Town General		17.32
Townwide Highway		612.77
Sewer District		17.98

Trust and Agency	1,132.50
Total	\$33,021.99

Councilor Berwald made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers and pay the bills for May 19, 2026, and May 20, 2026.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard Carried

**Old Business:**

**Fire Department Compensation Insurance:** The Town currently provides compensation insurance for the Fire Department under its policy through Comp Alliance at a cost of \$37,580 per year. The Fire Department requested permission from the Town Board to change insurance companies if they found a less expensive policy. A quote was provided by Mcneil & Company, INC, for a total cost of \$29,750, that is a savings of \$7,830 per year. NY volunteer firefighters’ insurance is statutory insurance, requiring all companies to provide the same coverage. **Councilor Berwald** stated he would like to revisit this during budget discussions, **Councilor Pollard** agreed it would be more appropriate to wait until budget discussions. **Councilor Pollard** called Mcneil & Company, INC to confirm that the discount given in the quote was not just given to get the Fire Department to switch companies, it was confirmed the discount will be applied regardless of when the switch occurs. **Councilor Hoey** is ok with waiting until budget time. This topic will be discussed in further detail later.

**Marcellus Park Memorial Amphitheater:** The new pavilion will resemble an amphitheater that will host music in the park, this pavilion will include a memorial wall, that would create more space for memorials and give residents more options than benches and trees. **Ryan Thomson**, Marcellus Resident and Student at Marcellus High School started this project during his independent study class. The **Reagan family** will be donating \$35,000 to cover the cost of the pavilion/amphitheater in the memory of their parents who loved music, Marcellus and the park. **Don MacLachlan**, Park and Recreation Director; presented the Town Board with five quotes for the materials for the project. The top three bids were from Ryan Supply at a cost of \$15,328.98, Tully Building Supply at a cost of \$18,657.07 and Willey Lumber at a cost of \$19,791.31. The proposed quotes do not include electrical work or concrete. **Don** would like to award the bid to Ryan Supply. The Park staff and Highway Department will be completing the work. **Councilor Berwald** stated that the new pavilion will be located in front of the dance floor of the Phil Coccia pavilion by the trees. He said that he was in favor of moving forward with this because the money is being donated by the Reagan family who have been part of this community for decades, it also represents another point of revenue for the park, and the Town owns the park, so it is our decision. **Councilor Clarke**, shared that many people have expressed being in favor of moving forward with this project to him and that he feels that this will be a great addition to the park. **Don MacLachlan**, Park and Recreation Director, made the point that pavilion rentals are already full for the summer, and that they are starting to book into September now. Don understands that the Friends of the Park have concerns about the dance floor that they recently added to the Phil Coccia pavilion. **Patrica Bishop** mentioned that the dance floor can still be used, in fact, now the band will not be blocked by dancing. **Councilor Clarke** pointed out that the design and position of the new pavilion will be better for acoustics and will help keep the sound in the park. **Councilor Pollard** inquired about the size. **Don** stated it will be the same size as the Phil Coccia pavilion. **Supervisor Attley** asked if the grass would be sloped? **Don**, replied no. **Councilor Clarke** “I don’t see any reason why we shouldn’t move forward with this.” **Eileen Driscoll** is a member of the Reagan family and spoke regarding the pavilion and donations made to fund this project. “I work with Donnie's wife at school, we talk about different things that go on in town, and this was something that came up. We had been keeping our eyes and ears open to different things going on in

the community for what might be a good fit, in memory of our parents who loved Marcellus. This seemed like it'd be a very good fit, a student from the high school designing it and being at the park where there's music, and my mother was very involved with the Skaneateles Community Band in the summers because Marcellus didn't have a community band. She was always saying, "Boy, wouldn't it be great if we could have something here?" So, I contacted Donnie and said, "I hear you are talking about this and my family is interested. We'd like to pitch in." "We don't want to do it if people don't want it. We thought it was a go, so we sent the checks to the Friends of the Park. We're not interested in funding a splash pad, it is this or nothing." **Councilor Pollard** has concerns with the park being overbuilt. "People go to the park to enjoy the ambiance and quiet. This is a good idea, but the Board needs to be thinking about maintaining green space at the park and not allowing it to be overbuilt." **Councilor Berwald**, thinks that the space where the pavilion will be built is in a location that is not currently being used. **Councilor Pollard** agreed that the location is good. **Councilor Hoey** likes the idea of the amphitheater and understands Councilor Pollard's concerns. He felt that this will create opportunities in the park that the Town has not been able to do up to now. He also stated that It is an incredibly generous gift from the Reagan family. **Bill Southern**, Marcellus resident, said that he felt that the pavilion would be in a good location and will be a good use of the space for the community. Councilor Clarke made a motion seconded by Councilor Berwald to approve the new Marcellus Park Memorial Amphitheater and award the bid to Ryan Supply for building materials at a cost of \$15,328.98. Ayes –Attley, Berwald, Clarke, Hoey and Pollard Carried

#### **New Business:**

##### **Charter Communications Franchise Agreement Resolution:**

An application has been duly made to the Board of the **Town of Marcellus, County of Onondaga**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. ("Charter"), a limited liability company organized and existing in good standing under the laws of the State of Delaware doing business at 815 Erie Blvd E, Syracuse, NY 13210, for the approval of a renewal agreement for Charter's cable television franchise for fifteen (15) years commencing with the date of approval by the Public Service Commission.

The franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

A public hearing was held in the **Town of Marcellus**, New York on May 20, at 6:30 P.M. and notice of the hearing was published in the Marcellus Press-Observer on May 13, 2026.

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

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

**BE IT FURTHER RESOLVED** that the Board of the **Town of Marcellus** hereby grants the cable television franchise of Spectrum Northeast, LLC and the **Town of Marcellus** for fifteen (15) years commencing with the date of approval by the Public Service Commission and expiring fifteen (15) years hence.

**BE IT FURTHER RESOLVED** that the Board of the **Town of Marcellus** hereby confirms acceptance of this franchise renewal agreement.

Councilor Berwald made a motion seconded by Councilor Pollard to authorize Supervisor Attley to sign the franchise agreement with Spectrum Northeast, LLC.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

The foregoing having received a yes vote was thereby declared adopted.

Dated: May 20, 2026

**Backflow Testing:** A backflow test at Marcellus Town Hall is an annual requirement by OCWA. Tartan Mechanical LLC will perform the test and submit the results to OCWA using VEPO CrossConnex software. Councilor Berwald made a motion seconded by Councilor Hoey to approve Tartan Mechanical LLC to perform the backflow test required by OCWA and the Town Hall.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Cemetery Headstones:** Mark Rivett will continue to clean gravestones in the Village Cemetery. He will clean ten stones at a cost of \$100.00 per stone.

Councilor Berwald made a motion seconded by Councilor Clarke to approve Mark Rivett cleaning ten gravestones at a cost of \$100.00 per gravestone.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Town Court- Cell Phone:** The Court Clerk is requesting authorization to purchase a cell phone and data plan for cases that only want text messages. The Town Judges have noticed that is becoming more difficult to maintain communication with people who are required to communicate and appear in Marcellus Court. The monthly expense will be paid out of the DWI Court budget line, this was approved by the State.

Councilor Pollard made a motion seconded by Councilor Berwald to approve Marcellus Court to purchase a cell phone with a data plan to provide a means of communication with defendants.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Discussion Agenda:**

**AED:** Councilor Berwald contacted MAVES and they will provide the 2-hour training at no cost to the Town. The training will be open to all staff interested; no date has been set. The Town needs a medical director to oversee the entire AED program, which we don't have. We are out of compliance. These AEDs are good until twenty twenty-eight according to the batteries. Steve from MAVES will be that coordinator, he can facilitate how we get the new AEDs. The new AEDs are around seventeen hundred dollars; they have a lot of new features on them.

**Proclamation Honoring Peg Nolan:** Peg Nolan unfortunately passed away. She was recognized for her thirty plus years as the Town Historian and her dedication to both her position and our community. Mrs. Nolan started day camps in the summer, and overnight weekend camping at Spinks Memorial Woods and Baltimore Woods during the school year. She provided lessons on life skills from creating shelters, setting up tents, meal prep, cooking, cleaning up, building fires, and would even show how to dig latrines. Countless girls learned how to survive outdoors. Peg helped Baltimore Woods raise money by making costumes, providing volunteers that would dress up and entertain local families through the Enchanted Walk held in the fall for many years. Mrs. Nolan helped bring together community events. Supervisor Attley made a motion seconded by Councilor Clarke to plant a red maple tree in Marcellus Park honoring Peg Nolan.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Highway Department:** Mike Ossit, Highway Superintendent; was absent from the meeting but asked the Town Clerk, Rosemary Tozzi, to present the following topics:

- Mike would like to thank the Highway Staff and Jim for the great job they did during this past winter, keeping the roads clear and salted. The plows have been taken off the trucks.
- Plants have been purchased for Town Hall. They will be planted and mulch will be put down before Olde Home Days.
- The new pump for the pump station should be delivered soon, no date given yet. Mike would like the Town Board to consider consolidating the sewer districts.

**Adjournment:** Supervisor Attley made a motion seconded by Councilor Hoey to adjourn the Workshop Meeting at 7:21 PM.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

Respectfully submitted,

Rosemary Tozzi  
Town Clerk