

Marcellus Town Board
Workshop Meeting
Wednesday, August 19, 2026
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, August 19, 2026, in the Town Hall, 22 East Main Street, Marcellus, New York.

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

Also Present: Mr. Eaton, Town Counsel; Don MacLachlan, Park and Recreation Director; Linda Wilcox, Town Historian; Dave Card, Fire Department; Tom Lathrop, John Pawlewicz, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #8 for August 19, 2026. Claim #'s 159921-159934, 159936-159951, 159960-159962.

	Expense	
General Fund		\$85,471.98
Part Town General		439.53
Townwide Highway		190.17
Part Town Highway		1,820.88
Trust and Agency		1,171.66
Total		\$89,094.22

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

Ayes – Attley, Berwald, Hoey and Pollard

Carried

New Business:

Town Hall Security: On August 6th a man entered Town Hall and went to the Town Clerk's counter. His demeanor was a little alarming. He informed the Town Clerk she could not help him then proceeded down the hall and entered the employee hallway and made his way to the meeting room. He paused and leaned against the bench, picked up the phone and then hung it up. At this point he attempted to get into the closet in the meeting room, but it was locked. He then exited the building through the meeting room doors and out the front door. A Town Hall employee followed him outside and called 911. A Village of Marcellus Officer and NYS Trooper responded to the call. A report was filed. We have since closed the door into the employee hallway and will continue to keep this closed and locked. After this incident it was decided that the security in Town Hall should

be improved. A committee was formed to meet with QPK Design, the architecture and engineering firm that was involved with the building of Town Hall. The Committee members will be John Houser, Codes Officer; Rosemary Tozzi, Town Clerk, Councilor Berwald and Councilor Pollard. Once the committee has had a chance to meet with the engineers they will bring options to the Town for approval.

Councilor Berwald made a motion seconded by Councilor Hoey to approve the committee members as John Houser, Codes Officer; Rosemary Tozzi, Town Clerk, Councilor Berwald and Councilor Pollard.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

Fall Trash Days: Proposed trash dates for the Fall are September 25th and 26th and October 2nd and 3rd. Hours of operations will be 8:00 AM - 12:00 PM. During the Fall trash days electronics and shredding are not offered services. The fees will remain the same as offered for the spring trash days.

Councilor Pollard made a motion seconded by Councilor Berwald to approve the fall trash days for September 25th and 26th and October 2nd and 3rd.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

Brush Grinding: Green Renewable submitted a one-year contract for grinding the brush pile at 4264 Slate Hill Rd. They will grind and process the yard waste stockpile, and the Town of Marcellus will assist with the equipment and operator for grinding and loading trucks. The Town of Marcellus will provide fuel for the equipment. The total for the one-year contract is \$13,000, which represents a \$3,000 increase from the previous contract. The Town and Village split the cost evenly. The Town will pay \$6,500. The contract is valid September 1, 2026, through August 31, 2027.

Councilor Berwald made a motion seconded by Councilor Hoey to deem Green Renewable as a sole source and approve the contract with Green Renewable at a total cost of \$13,000 and \$6,500 being paid by the Town.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

NYS Shelter Rescue License: Effective December of 2025, animal shelters, rescue organizations, and other not-for-profit entities are required to be licensed with the Department of Agriculture and Markets. Shelters and rescues will be subject to unannounced inspections to ensure compliance with Article 26-C. This is part of an effort to increase standards of care for animals in shelters throughout the state. The Town of Marcellus uses Marcellus Veterinary Hospital to board and treat any dogs in custody of the Town. The fee is \$150.00 per year to register through the State. The Town Board agreed that the fee should be paid from the Marcellus Dog Control contractual account.

Supervisor Attley made a motion seconded by Councilor Hoey to approve the \$150.00 NYS Shelter Rescue License fee to be paid out of the Marcellus Dog Control contractual account.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

Local Law NO. B of 2026 Steep Slope: Councilor Pollard, this came from our discussions about the Comprehensive Plan. It's just another tool that the Codes office and Town Board can use to protect our environment. Councilor Hoey, the Comprehensive Plan Committee is Councilor Pollard, Councilor Hoey, Codes Officer, John Houser; PB/ZBA Clerk Joanna Clarke, PB/ZBA Board Member Chris Christensen, Planning Board Chairperson Jerry Wicket, Zoning Board of Appeals Chairperson Scott Stearns and the Town Attorney.

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION**

August 19, 2026

TOWN OF MARCELLUS LOCAL LAW B-2026

**("A Local Law to Amend the Town of Marcellus Zoning Law to
Add a New Article Regarding Steep Slope Protections")**

Pursuant to the Municipal Home Rule Law § 10, Councilor Berwald introduced proposed Local Law B-2026, relating to amending the Town of Marcellus Zoning Law to add a new article regarding steep slope protections, which was seconded by Councilor Hoey.

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 an unlisted action for purposes of environmental review under SEQRA; and

WHEREAS, the Town Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

WHEREAS, said 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 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 shall conduct a public hearing as to the enactment of proposed Local Law B-2026 at the Marcellus Town Hall located at 22 East Main Street, Marcellus, New York in the Town of Marcellus on September 16, 2026 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.

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

Jane Attley	Town Supervisor	Voted	Yes
Terry Hoey	Councilor	Voted	Yes
Jeff Berwald	Councilor	Voted	Yes
Percy Clarke III	Councilor	Voted	Absent
Karen Pollard	Councilor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

DATED: August 19, 2026

Local Law NO. C of 2026 Regulating Battery Energy Storage Systems: Local Law NO. C of 2026 was presented and discussed. However, the following day it was discovered that the incorrect version was presented. The correct version will be re-introduced at the September 2, 2026, Town Board meeting.

Advance Mechanical Services: Advance Mechanical has a contract with the Town of Marcellus to perform preventative maintenance services two times per year. During the last service call it was discovered that repairs were needed on both AC units. The first one is to replace the condenser fan motor on stage one

middle RTU, and the second one is replacing condenser fan motor stage one on the unit closest to pitch roof. Each repair is estimated to cost \$1,898.46 at a total cost of \$3,796.92.

Councilor Berwald made a motion seconded by Councilor Hoey to approve the repair estimates for the Town Hall AC units at a total cost of \$3,796.92

Ayes – Attley, Berwald, Hoey and Pollard

Carried

Highway Department Report: The highway department is currently doing road brush and shoulder mowing. Apple Roofing is in communication with Carlise regarding the warranty work needed for the roof repairs. All three spots have been caulked, two continue to show some dampness. Updates will be provided when they become available.

Town Clerk presented the Town Board with the 2027 Tentative Budget

Parks and Recreation: The new amphitheater is progressing nicely. All of the work should be done in the next week with the exception of electrical work. Highway and Park staff have done a wonderful job building the structure.

Discussion Agenda:

Fire Department: Dave Card submitted July's financial report. Dave inquired about the status of the Fire Department Compensation Insurance. The Town Board had previously tabled this topic and would like to address this during budget discussions. Dave will contact Mcneil & Company, INC, for an updated quote.

Supervisor Attley requested a meeting with Counsel after the adjournment of the meeting.

Adjournment: Councilor Berwald made a motion seconded Councilor Pollard to adjourn the Meeting at 7:10 PM.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

Respectfully submitted,

Rosemary Tozzi
Town Clerk