Agenda
Town Board Meeting
January 10, 2024
6:30 PM

1. Pledge Of Allegiance
2. Virtual Meeting Instructions

   Documents:

   1-10-24 TOWN BOARD MEETING INSTRUCTIONS.PDF

3. Open Podium
4. Unsafe Building - 6602 Fremont Road (Tax Map # 045.-02-06.0)

   Documents:

   6602 FREMONT RD NOVEMBER 15TH 2023 CODES REPORT.PDF

5. Approval Of A 3rd Party Electrical Inspector - Fritz Gunther - New York Electrical Inspection Agency, Inc.
   Approval of an independent electrical inspector pursuant to CHAPTER 59-19 of Town Code

6. Motion Regarding Summer Show - Recreation Department
   A motion to delegate authority to the Town Supervisor to sign all contracts for the 2024 summer show contingent upon attorney review and upon the dollar amounts remaining within the budget.

7. Planning Board Appointment
   Motion to appoint Arnie Poltenson to the Planning Board for a 2-year term.

8. 2024 Landscaping Contract - Edwards Landscaping - Town Hall

   Documents:

   EDWARDS LANDSCAPES -2024 - TOWN HALL PROPOSAL.PDF

9. Approval Of The 2024 - 2027 CSEA Agreement
10. Approval Of Abstract # 1

    Documents:

    ABSTRACT 1.PDF

11. Approval Of Minutes - December 20, 2023

    Documents:

12-20-23 DRAFT.PDF

12. Adjournment

This meeting is being recorded and live streamed. The recording will be broadcast live and will be posted to the town website at www.townofmanlius.org

Town of
MANLIUS
New York

January 10, 2024

6:30 PM

Town Board Meeting Instructions

The easiest way to participate in the meeting is to use the link provided below. The meeting will be conducted on the ZOOM platform as a webinar. Please make sure that when you complete your attendee registration you enter your full name.

Click on the link or enter the meeting URL web address as listed below.

https://us02web.zoom.us/j/87043031053?pwd=dDNVSW9kTnV3Q3g4MEYzcUhNcXp2Zz09

Password to join when prompted:

Password: **268769**

Enter your email address and name and join the meeting.

Join by telephone by dialing the number below:

(929) 436-2866

When prompted to enter the Webinar ID, use the number below followed by #

Webinar ID: 870 4303 1053

Press # again to skip the personal id and enter the password below followed by #

Password: **268769**

If this is your first time joining a ZOOM meeting, you may practice using ZOOM meeting platform at https://zoom.us/test.

Town of Manlius

Planning and Development

11/15/2023

Re: Report 6602 FREMONT RD. TOWN OF MANLIUS, NEW YORK 13057
(TAX MAP NO. 045.-02-06.0)

A building permit for a new roof was approved on September 9th, 2023, which included drip edge, ice and water, felt, decking and shingles. The work has been completed; however, a certificate of compliance has not been issued as the contractor has not returned the affidavit of construction that was sent on October 26th 2023. The rafter replacement was implemented on a temporary basis and the structural integrity of the rafters implemented were not designed or approved by a design professional. As of today, November 15, 2023, a building permit has not been obtained for the structural repair of the structure. Below are photographs taken on 11/14/2023 showing the exterior wall is not anchored to supporting and supported elements, is not plumb, weather resistant and watertight.

John Deer, Supervisor

Town Board – Sara Bollinger, Elaine Denton, Alissa Italiano, Katelyn Kriesel, William Nicholson, Heather Allison Waters,

301 Brooklea Drive • Fayetteville, NY 13066 • Telephone: (315) 637-8619 • Fax: (315) 637-0713
www.townofmanlius.org

Thomas Poitras
Code Enforcement Officer

John Deer, Supervisor

Town Board – Sara Bollinger, Elaine Denton, Alissa Italiano, Katelyn Kriesel, William Nicholson, Heather Allison Waters,

Town of Manlius, NY

2024 Landscape Proposal

Prepared By:

EDWARDS
LANDSCAPES LLC

Edwards Landscapes LLC
17 Parkwood Drive
East Syracuse, NY 13057

Prepared For:

Town of
MANLIUS
New York

Town of Manlius
301 Brooklea Drive
Fayetteville, NY 13066

EDWARDS
LANDSCAPES LLC

Edwards Landscapes LLC
17 Parkwood Dr.
East Syracuse, NY 13057

September 22, 2023

Maria Lenway, Town Comptroller
Town of Manlius, NY
301 Brooklea Dr.
Fayetteville, NY 13066

Dear Maria,

Attached is the proposal for the 2024 landscaping at the Manlius Town Hall.

I have worked to provide a competitive bid for the work outlined in your landscaping scope. As requested, I have included pricing for a spring cleanup, summer trimming, fall cleanup and monthly weeding schedule.

I look forward to working on this project. If you accept the proposal, we can get all the necessary paperwork and signatures completed in order to perform work starting mid-April weather permitting. Please let me know our next steps and if you have any questions or concerns. I can be reached via phone at 315-663-8855 or via email at: edwardslandscapesny@gmail.com.

Thank you,

David Edwards

David Edwards
Owner
Edwards Landscapes LLC

Edwards Landscapes

17 Parkwood Dr.
East Syracuse, NY 13057
(315) 663-8855

Billed To	Date	Proposal	Amount Due
Town of Manlius 301 Brooklea Drive Fayetteville, NY 13066	09/22/23		$6,760.00

Maria Lenway: (315) 632-7308

Description	Price
Spring Cleanup: Clean all landscape beds and lawn areas from fallen twigs, tree branches and any other debris from the prior season. Remove all weeds and cut a fresh edge to a depth of 2"-3" around all landscape beds and tree circles. Prepare beds and trees for a 1" coating of brown mulch. Trimming and pruning of shrubs, small trees and flowering perennials shall be done as needed. The majority of pruning and trimming shall be done at the end of May or early June (see summer trimming). Removal of excessive mulch buildup to prevent the growth of fungus. Haul away all debris and excess mulch.	$2,160.00
Summer Trimming: All shrubs and small trees shall be trimmed and pruned according to their growth habits and plant structure. See fall cleanup for flowering perennials. Haul away all debris.	$1,600.00
Fall Cleanup: Removal of all fallen leaves, debris and litter from all landscape beds and lawn areas. Cut back all flowering perennials. Haul away all leaves, debris and litter.	$1,200.00
Monthly Weeding: All landscape beds shall be weeded once per month (May-September). Haul away all debris.	$1,200.00
Pickup, deliver and spread 6 yards of brown mulch.	$600.00

Labor & Materials	$6,760.00
Tax	Exempt
Total	$6,760.00
Deposit	$0.00
Amount Due	$6,760.00

Approved: _____ Date: _____

Print Name: _____

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
A00-1220	Supervisor	1,650.00
A00-1950	Special Items	515.10
A00-9060	Employee Benefits	6,662.05
A00-9089	Employee Benefits	1,701.05
A00 TOTAL	General Fund Townwide	10,528.20
	** TOTAL **	10,528.20

NO ERRORS

** END OF REPORT **

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
A00	NON-DEPARTMENTAL	1,682.95
A00-1330	Receiver of Taxes	1,632.94
A00-1355	Assessors	525.00
A00-3120	Police	1,303.95
A00-5132	Garage	155.58
A00 TOTAL	General Fund Townwide	5,300.42
DA0-5130	Machinery	1,215.85
DA0-5140	Brush & Weeds	71.94
DA0-5142	Snow Removal	97.80
DA0 TOTAL	Highway Fund Townwide	1,385.59
	** TOTAL **	6,686.01

NO ERRORS

** END OF REPORT **

MINUTES
TOWN BOARD
December 20, 2023

The Town of Manlius Town Board held a hybrid meeting with in-person attendees and virtual attendees. The meeting was live streamed on the Town Facebook page and the Town YouTube Channel. The recording of the meeting can be viewed here;
https://www.youtube.com/channel/UC3pS9-uTiX4l7aEgciGEVSA

Supervisor Deer presided, and the following Board members were present:

Elaine Denton, Councilor
Heather Waters, Councilor
Alissa Italiano, Councilor
William Nicholson, Councilor
Katelyn M. Kriesel, Councilor
Sara Bollinger, Councilor

The following Town Officers were present: Timothy Frateschi, Attorney for the Town. Ann Oot, Town Manager. Allison Weber, Town Clerk. Kay Blythe, Deputy Town Manager. Rob Cushing, Highway Superintendent.

1. Attendees

In-Person Meeting Attendees: Mike Friend, Manlius. Bill Lazure, E. Syracuse. Craig A. Dudczak, Fayetteville. Paula Ellenburg, Manlius. Barbara Emmons, Manlius. Carey & Davie Baker, Fayetteville.

Virtual Meeting Attendees: Michael Nesci, Tom Bassett, Randi Ludwig, J. Messineo, Warren Linhart

2. 6:30 PM The Pledge of Allegiance

Supervisor Deer called the meeting to order at 6:30 PM. Councilor Denton led the Pledge of Allegiance. Supervisor Deer welcomed everyone and thanked all for attending.

3. 6:31 PM Proclamations

Proclamations were read aloud Joseph Lupia Jr., Ann Kelly, Salvatore Pavone and Elaine Denton. The Town Board thanked them for their many years of public service.

4. 6:40 PM Open Podium

Craig Dudczak, processes, asked the Town Board to pursue the questions that were asked about the assessment process. Mr. Dudczak thanked Supervisor Deer for his work with the neighborhood of Changing Seasons and Kinsella Quarry. Mr. Dudczak recognized Councilor Denton for her service on the Town Board.

Carey Baker, Fayetteville, spoke of her safety concerns regarding walker and biker safety on South Manius Street. The Town Board discussed the matter with Ms. Baker. The Town Board will follow up with Ms. Baker as to what can be done to improve walker safety in the area.

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Tom Bassett, Manlius, congratulated the Town Board on their accomplishments in 2023.

5. 7:04 PM Historian Report – Fremont

Supervisor Deer stated the Fremont report will be on the Town's website in the Community section for all to read.

6. 7:06 PM Intermunicipal Police Services Agreement

Councilor Waters made a motion, seconded by Councilor Nicholson, to approve the amended and restated Intermunicipal Police Agreement with the Villages of Manlius, Fayetteville and Minoa as presented.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Kriesel, Councilor Italiano, Councilor Nicholson, Councilor Waters

Nayes: 0 All in Favor. Motion Carries.

7. 7:08 PM Public Hearing – Local Law – Amending Chapter 34 of the Town Code Entitled Tree Commission and Replacing it with an Updated Tree Code.

Councilor Denton made a motion, seconded by Councilor Bollinger, to waive the reading of the public notice in the matter of the proposed local law 2023-15 Amending Chapter 34 of the Town Code Entitled Tree Commission and Replacing it with an Updated Tree Code.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Denton, to open the public hearing at 7:10 PM in the matter of the proposed Local Law 2023-15 Amending Chapter 34 of the Town Code Entitled Tree Commission and Replacing it with an Updated Tree Code.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

With there being no further comments from the public, Councilor Bollinger made a motion, seconded by Councilor Italiano, to close the public hearing at 7:12 PM in the matter of proposed Local Law 2023-15 Amending Chapter 34 of the Town Code Entitled Tree Commission and Replacing it with an Updated Tree Code.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

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Councilor Waters made a motion, seconded by Councilor Italiano, to adopt the proposed Local Law 2023-15 Amending Chapter 34 of the Town Code Entitled Tree Commission and Replacing it with an Updated Tree Code.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

8. 7:13 PM Amended Deer Management Plan

Councilor Nicholson discussed the process to review the Deer Management Plan.

Councilor Nicholson made a motion, seconded by Councilor Denton, to approve the amended Deer Management Plan.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Italiano, Councilor Nicholson

Nayes: Councilor Kriesel

Motion Carries

9. 7:15 PM Agreement with OCWA for Outside Water Service Connection – 8303 East Seneca Turnpike (Route 173).

The Town Board discussed the proposed agreement with OCWA for an outside water service connection for 8303 East Seneca Turnpike (Route 173).

Councilor Waters made a motion, seconded by Councilor Italiano, to approve the Agreement for Outside Service Connection – 8303 East Seneca Turnpike (Route 173) as amended upon legal review.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

10. 7:29 PM Hire Part Time Deputy Town Clerk

Councilor Bollinger made a motion, seconded by Councilor Denton, to hire Deborah Witzel at a rate of $25.00 per hour for no more than 30 hours per week effective December 30, 2023.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

11. 7:31 PM Key Bank Account

Councilor Kreisel made a motion, seconded by Councilor Denton, to transfer funds from Key Bank Account to the Town's General M&T Account and close the old Key Bank account.

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Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

12. 7:32 PM Approval of Minutes – December 6, 2023

Councilor Italiano made a motion, seconded by Councilor Denton, to approve the minutes of December 6, 2023, as amended.

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nayes: 0 All in Favor. Motion Carries.

13. 7:33 PM Approval of Abstract # 24

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to approve Abstract # 24 in the amount of $ 372,557.54 as submitted by Town Clerk Weber.

TOWN OF MANLIUS
Fund Summary
Abstract # 24 - 2023

CODE	FUND	TOTALS
A	General Fund Townwide	$55,243.38
B	General Fund Part Town	$1,794.85
DA	Highway Fund Townwide	$83,360.31
CM1		$1,390.00
SR1	Trash	$205,581.50
SR2	Brush	$25,187.50
	Total	$372,557.54

Ayes: Supervisor Deer, Councilor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Kriesel, Councilor Waters.

Nays: 0 All in Favor. Motion Carries.

Adjourn Regular Session

By motion made by Councilor Italiano and seconded by Councilor Waters, the Board voted unanimously to suspend the public portion of the meeting at 7:38 PM to enter Executive Session to discuss Collective Bargaining.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries

Respectfully Submitted by:

DRAFT

Allison A. Weber
Town Clerk

EXECUTIVE SESSION MEETING MINUTES
Executive Session
December 20, 2023

Councilor Bollinger made a motion seconded by Councilor Nicholson, to approve the CSEA agreement with the Highway Department as presented.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

There being no further business to come before the Board, upon motion duly made by Councilor Denton and seconded by Councilor Nicholson the Board voted unanimously to come out of regular session at 7:41 PM.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

Submitted by:

Allison A. Weber
Town Clerk

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