

301 Brooklea Drive  
Fayetteville, NY 13066  
Phone 315-637-3414  
Fax 315-637-0713



**Supervisor:**  
Sara Bollinger

**Town Board:**  
Brett Edkins  
Ingrid Gonzalez-McCurdy  
Alissa Italiano  
Katelyn M. Kriesel  
Michael Nesci  
William Nicholson

**Agenda  
Town Board Meeting  
July 22, 2026  
6:30 PM**

**Use the Manlius Town Board's recurring Zoom Link!  
The same link will be used for all meetings.**

**Join from PC, Mac, iPad, or Android:**  
<https://us02web.zoom.us/j/87987327153>

**Pledge Of Allegiance**

**Proclamation**

1. Americans with Disabilities Act

**Open Podium**

**Recreation Department**

1. Self Storage Rental Agreement

**Town Highway Department**

1. Airside Tech - Peak Performance Agreement
2. Muirfield Drive Project Update

**Cornell Cooperative Extension of Onondaga County**

1. Letter of Support - Community Forestry Grant Application

**Bonadio & Co. LLP - Audit Report**

**Routine Business**

1. Budget Items

2. Announcements  
August 2026 - Town Events
3. Approval of Minutes  
June 24, 2026  
July 8, 2026
4. Approval of Abstract

## **Adjournment**

*Proclamation*

*This proclamation is Celebrating the 36th Anniversary of the  
Americans with Disabilities Act*

*Whereas: On July 26, 1990, the Americans with Disabilities Act (ADA) was signed into law, marking a historic commitment to ensuring equal opportunity, full participation, independent living, and economic self-sufficiency for individuals with disabilities; and*

*Whereas: The 36th anniversary of the ADA provides an opportunity to celebrate the progress that has been made in advancing accessibility, inclusion, and civil rights while recognizing that continued efforts are necessary to eliminate barriers and create communities where all individuals can thrive; and*

*Whereas: People with disabilities are valued members of our community whose talents, leadership, perspectives, and contributions strengthen the Town of Manlius and enrich every aspect of civic, cultural, educational, and economic life; and*

*Whereas: The Town of Manlius is committed to fostering an inclusive and welcoming community by promoting accessibility, supporting equal access to public spaces, programs, services, and opportunities, and encouraging respect and dignity for all residents and visitors; and*

*Whereas: Disability Pride Month occurs in the United States each July to commemorate the passage of the landmark Americans with Disabilities Act and to celebrate the history, achievements, and contributions of people with disabilities; and*

*Whereas: This anniversary serves as a reminder that accessibility benefits everyone and that communities are strongest when every person has the opportunity to participate fully in all aspects of community life; and*

*NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Manlius hereby proclaims July 26, 2026, as Americans with Disabilities Act Awareness Day in the Town of Manlius and encourages all residents, businesses, organizations, and community partners to recognize this occasion and promote awareness, accessibility, equity, and inclusion.*

*IN WITNESS WHEREOF, we have hereunto set our hands this 22nd day of July, 2026.*

*Sara Bollinger  
Supervisor*

*Alissa Italiano  
Councilor*

*Brett Edkins  
Councilor*

*Ingrid Gonzalez-McCurdy  
Councilor*

*Katelyn M. Kriesel  
Councilor*

*Michael Nesci  
Councilor*

*William Nicholson  
Councilor*

Andy Easy Storage SELF STORAGE RENTAL AGREEMENT

**Customer Name :** Town of malius recreation  
**Address :** 301 brooklea drive  
Fayetteville, NY 13066

**Home Phone :** (315) 637-5188  
**Work Phone :** (315) 637-5188  
**Driver's License #:**  
**E-Mail:** kzingaro@townofmanlius.gov

X \_\_\_\_\_ (initials) Andy Easy Storage acknowledges that your Email address is highly confidential. This highly confidential information will be treated with the utmost respect. We do not provide, supply, sell or otherwise distribute your personal information, including email address, to any third party.

X \_\_\_\_\_ (initials) I, Town of malius recreation, have no e-mail address and indemnify Andy Easy Storage for failure to contact me via e-mail.

**HELP US NEVER LOSE CONTACT WITH YOU IN CASE OF FIRE, FLOOD, BURGLARY OR BREAK-IN**

Emergency Alternate Contact (Must be completed. Designate a person residing at a permanent address other than your own.)

| Alternate Contact Name | Address | Phone# |
|------------------------|---------|--------|
|------------------------|---------|--------|

ONLY THE CUSTOMER AND AUTHORIZED ACCESS PERSONS WILL BE ALLOWED TO THE ROOM UNDER THIS AGREEMENT. Andy Easy Storage MUST BE NOTIFIED IN WRITING OR VIA THE PREMIER CUSTOMER CLUB OF ANY CHANGES OF AUTHORIZED PERSONS, ADDRESS, TELEPHONE, OR LOST OR STOLEN CARDS.

**Credit Card / RECURRING ACH Payment Plan:**

I have authorized Andy Easy Storage to automatically debit my bank account or charge my credit card as applicable and requested every month for all charges associated with my storage room. (Cardholder agrees to notify Andy Easy Storage of any changes to the banking or credit card information (account number and expiration date).

X Authorized Signature \_\_\_\_\_

**CAUTION:**

Failure to pay on due date will result in:  
\$20 monthly pre-lien fee charged 10 days after the due date.  
\$35 lien processing fee. Assessment of a lien and sales of stored goods.

**CONTRACT DETAIL:**

Room Size :10x15x10 Monthly Due Date : 20th Total due Monthly :\$110.00

X Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

## INSURANCE REQUIREMENT

Protecting your property in storage is your responsibility

### Option One (The recommended choice)

I acknowledge that while Andy Easy Storage and this facility take certain precautions to provide clean, dry and secure storage rooms, I acknowledge and agree that Andy Easy Storage and this facility do not insure my property, nor do they have the responsibility to provide insurance for my property. Furthermore I agree that Andy Easy Storage and this facility are not responsible for any damage or loss that may occur to my property while in storage. I understand that it is a requirement of Andy Easy Storage and this facility that I maintain insurance covering my goods for as long as they are in storage at this facility. I have elected to meet this requirement in the following manner:

\_\_\_\_\_ Purchase Low Cost Insurance NOW in the amount of (NOT AN OPTION IF AMOUNT IS ZERO.)

|                 |         |         |          |          |
|-----------------|---------|---------|----------|----------|
| Coverage Limits | \$1,000 | \$5,000 | \$10,000 | \$15,000 |
|-----------------|---------|---------|----------|----------|

|                      |        |         |         |         |
|----------------------|--------|---------|---------|---------|
| Low Monthly Premiums | \$7.95 | \$10.95 | \$20.95 | \$35.95 |
|----------------------|--------|---------|---------|---------|

### Option Two

\_\_\_\_\_ I have contacted my insurance agent and I have confirmed that I have insurance coverage for my property while in storage at this facility through either my homeowner's policy or renter's policy, and am aware of my policy's deductible. I have attached a copy of my insurance company's declarations page as proof of coverage. Andy Easy Storage makes no representations concerning whether a homeowner's or renter's policy covers goods while in storage. I agree that for the duration that my property is in storage at this storage facility, I will maintain my homeowner's or renter's policy in full force and effect. Furthermore, if at anytime my homeowner's or renter's policy is terminated or modified so that my property does not have insurance coverage, I, therefore agree to notify the storage facility and hold harmless for, and release from them, any loss or damage that occurs to my goods while in storage.

APPROXIMATE CASH VALUE OF GOODS (Customer's estimate)\$ \_\_\_\_\_.

WRITE YOUR INSURANCE COMPANY NAME HERE: \_\_\_\_\_.

Agent's Name: \_\_\_\_\_  
Deductible Amount \_\_\_\_\_  
Agent's Phone \_\_\_\_\_  
Type of goods stored \_\_\_\_\_  
Policy Number \_\_\_\_\_

### Option Three

\_\_\_\_\_ I request that the insurance requirement to maintain insurance for my goods while in storage be waived. I acknowledge and understand that this waiver of the insurance requirement places me in the position of a self insurer. I acknowledge and understand that this waiver places no burden, responsibility or liability upon the storage facility. I acknowledge and understand that the storage facility does not insure my goods, and has no responsibility to provide insurance. I acknowledge and agree that loss or damage that occurs to my goods while in storage is fully at my expense. Customer bears entire risk of loss or damage resulting from the negligence of Andy Easy Storage.

I understand that it is a requirement of this storage facility that I maintain insurance covering my goods for as long as they are in storage. I have elected to meet this requirement via the manner indicated above.

X Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

#### ATTENTION

This is a month-to-month lease. The term of this tenancy shall commence on the rental agreement date written, and shall continue thereafter on a monthly basis. Rent is payable in advance of the rental agreement date specified. Andy Easy Storage is not a bailee of customer's property. **Andy Easy Storage does not accept control, custody or responsibility for the care of property.** Customer shall notify Andy Easy Storage immediately, in writing, of address or telephone changes. Customers must provide their own **diskus style lock** (only one customer lock per room). Andy Easy Storage may, but is not required to, lock the space if it is found open. Rent paid in advance is considered prepaid rent and will be refunded upon vacating. There is no refund for unused days if you vacate after the rent due date of the current month. Andy Easy Storage reserves the right to change storage room rates with 30 days prior written notice to customer. It is your responsibility to pay on or before the due date. Free self-addressed payment envelopes may be provided for mailing rental payments. Andy Easy Storage has the right to establish or change hours of operation or to proclaim rules and amendments, or additional rules and regulations for the safety, care and cleanliness of the premises or the preservation of good order at the facility. Customer agrees to follow all of the Andy Easy Storage rules currently in effect, or that may be put into effect from time to time. Customer's access to the premises may be conditioned in any manner deemed reasonably necessary by Andy Easy Storage to maintain order on the premises. Such measures may include, but are not limited to, requiring verification of customer's identity, limiting hours of operation and requiring customer to sign in and sign out upon entering and leaving the premises. Customer Understands all sizes are approximate.

#### CAUTION

**A \$20 monthly pre-lien fee will be charged if payment is not received 10 days after the due date. A \$35 lien processing fee plus all expenses associated with the sale will also be charged when the rent is 90 days late. The customer shall bear all risks of loss or damage to any and all property stored in the rental space, including, but not limited to, loss or damage resulting from the negligence of Andy Easy Storage. Andy Easy Storage is hereby given a contractual landlord's lien upon all property stored by the customer to secure payment of all monies due under this agreement, including any fees and costs. The lien exists and will be enforceable from the date rent or other charges are due and unpaid. The property shall be deemed to be attached from the first day of this agreement. The property stored in the leased space may be sold to satisfy the lien if customer remains in default for 30 days or more.** Written notice will be sent to the customer during the default period. Proceeds from the sale will be distributed first to satisfy all liens. The remainder, if any, will be held for the customer for six months, then the funds will be transferred to the appropriate state authority. This lien and all rights granted are in addition to any lien or rights granted by the statutes of the state. In addition to the rents and charges agreed upon and provided for in this rental agreement, customer shall be liable for all costs, fees and expenses, including attorney's fees, reasonably incurred, incident to default, present or future, for the preservation, storage, inventory, advertisement and sale of the property stored in the rental space, or other disposition, and to enforce the rights provided for under this rental agreement. Andy Easy Storage shall be entitled to attorney fees and costs incurred in enforcing its rights under this agreement. Upon default of any obligation under this rental agreement, customer and all authorized individuals shall be denied access to the property contained in the rental space until such time that the default has been remedied and the total balance owed has been paid in full. Customer shall be permitted to have access to the rental space for the purpose of viewing and verifying the contents of the rental space during the default period. A minimum \$10 cleaning fee will be assessed if the space is dirty or in need of repair at contract termination. Customer can use dumpster only after paying appropriate Dumpster fee. Customers are never to use dumpsters for disposal of hazardous or toxic materials, or wastes (e.g., paints, chemicals, flammables, etc.), off-site refuse or items such as couches, mattresses, etc.

#### WARNING

Customer shall have access to the rental space only for the purpose of storing and removing property stored in that rental space. The rental space shall not be used for residential purposes or operation of a business. Customer agrees not to store any hazardous materials, hazardous substance, hazardous waste, solid waste, toxic chemicals, illegal goods, explosives, highly flammable materials, perishable foods or any other goods which may cause danger or damage to the rental space. Customer agrees not to store any living creature or organism, or any dead animal or other carcass. Customer agrees that personal property and rental space shall not be used for any unlawful purpose. Customer agrees not to store property with a total value in excess of \$15,000. Customer agrees not to leave waste, not to alter or affix signs on the rental space and agrees to keep the rental space in good condition during the term of the rental agreement. Andy Easy Storage property, such as furniture pads or storage carts, shall not be placed or locked in the rental space. Customer agrees not to store collectibles, heirlooms, jewelry, works of art or any other item of sentimental value.

#### LOW COST INSURANCE COVERAGE TERMS AND CONDITIONS:

Insurance coverage is only effective for customers who have elected Insurance protection on the reverse side of this form, and paid the appropriate Insurance fee. Valuation of Loss: Loss is adjusted at actual cash value. There is a \$100 deductible for each loss occurrence and property is covered only while within the Andy Easy Storage storage room. If a customer rents more than one room, Insurance must be purchased separately for each room the customer wishes to protect. Exclusions: There is no protection for: (1) loss or damage to bills, currency, securities, notes, deeds, furs, antiques, jewelry, artwork, precious metals or stones, vehicles or contraband (2) loss resulting from theft, except burglary\* evidenced by visible signs of forced entry (3) loss resulting from mysterious disappearance, intentional or criminal acts (4) damage resulting from flood, tidal waters, groundwater or any subsurface water including sewers and drains (5) damage resulting from nuclear explosion or contamination, war or civil insurrection, natural deterioration, vermin, insect infestation, wear and tear or atmospheric change.\*Burglary coverage is limited to 50% of the coverage amount unless replacement cost insurance option was selected. Protection Period: Insurance fees must be paid in advance for the same number of months for which you make storage-rent payments. Nonpayment or breach of rental agreement automatically terminates this protection. Protection is underwritten by Repwest Insurance Company. REPORT CLAIMS TO: Repwest Insurance Company P.O. Box 21748 Phoenix, AZ 85036-1748. Phone 1-800-528-

7134

**X Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_.



# AIRSIDE TECHNOLOGY CORPORATION

HEATING & AIR CONDITIONING  
6399 EAST MOLLOY ROAD, SUITE A EAST SYRACUSE, NY 13057  
(315) 451-3297  
(315) 451-3649 (FAX)

## PEAK PERFORMANCE AGREEMENT

**PREPARED FOR:**            **Town of Manlius DPW Garage**  
  
                                 **5970 Clemons Road**  
  
                                 **East Syracuse, NY 13057**

**BY:**                            **A I R S I D E**  
  
                                 **T E C H N O L O G Y**  
  
                                 **C O R P O R A T I O N**

**OFFICE-315-451-3297**

**FAX-315-451-3649**

**WWW.AIRSIDETECH.COM**

**chris@airsidetech.com**

## GENERAL TERMS AND CONDITIONS

1. Airside Technology agrees to provide a comprehensive maintenance program designed to reduce your utility cost, after any existing defects are corrected.
2. Town of Manlius agrees to furnish safe, reasonable access to the building and covered equipment. If required, Town of Manlius will remove any material, fixtures or walls so adequate access can be gained to the equipment.
3. This equipment does not include the maintenance, repair or replacement of recording or portable instruments, electrical disconnect switches, casing or cabinets, insulation, gas lines, waterlines or non-moving parts such as ductwork, vessels, boiler shells, tubes, vents, flues, grills, tower fill or refractory material. Airside Technology shall not be required to furnish any equipment, service or materials or to perform tests, or make any modifications that have been recommended or required by an insurance company, governmental authority, equipment vendor or regulatory authority, or pay any future taxes imposed by any governmental agency.
4. Airside Technology shall not be liable for:
  - (a) damage or loss resulting from freezing, corrosion, electrolysis, vibration, plumbing stoppage, failure of any utility service, low voltage condition, lighting, single phasing or other electrical abnormalities;
  - (b) damage or loss resulting from negligence, faulty system design, abuse, acts of God, malicious mischief, vandalism or improper operation of equipment by Town of Manlius employees, agents or tenants;
  - (c) damage, loss or delays resulting from fire, explosion, flooding, the elements, strikes, labor troubles, civil commotion or any other cause beyond its control;
  - (d) any accident, injury, damage, or loss to equipment, personal, property or revenue unless directly caused by its negligence;
  - (e) any indirect or consequential damages such as, but not limited to, loss of revenue or loss of use of any equipment, process or facilities;
  - (f) the identification, detection, abatement, encapsulation, storage, removal, handling, recovery, recycling of transportation of any regulated or hazardous substances. Regulated or hazardous substances may include, but are not limited to asbestos, certain refrigerants, and used refrigerant oils. If any such products or materials are encountered during the course of work, Airside Technology can discontinue work until regulated or hazardous materials have been removed or hazard or liability is eliminated. Airside Technology shall receive an extension equal to the time of delay to complete the work and reserves the right to be compensated for refrigerant recovery, recycling, reclamation or any loss due to delay.
5. Unless otherwise noted, Airside Technology shall not be liable for starting and stopping equipment, space temperature regulation, air or water balance, indoor air quality, equipment relocation or maintenance or repair other than during normal hours, Town of Manlius agrees to reimburse Airside Technology for overtime pay or additional charges.
6. Airside Technology shall use ordinary care in performing the tasks outlined in this agreement. No inspection shall guarantee the condition of the equipment or eliminate obsolescence and normal wear.

7. The occurrence of any of the following without the prior written consent of Airside Technology will constitute a default:
  - (a) failure by Town of Manlius to make any payment due within 45 days after it becomes due and payable;
  - (b) any alterations, additions, adjustments or repairs to covered equipment, by anyone other than Airside Technology;
  - (c) breach by Town of Manlius of any term of this Agreement.
  - (d) If Airside Technology brings legal action to enforce this Agreement, and is successful, it shall be entitled to recover reasonable attorney fees and the cost of litigation in addition to any judgment for damages.
8. This agreement begins on the date of acceptance and shall remain in force for the term stated. Thereafter, it shall be in effect for period of one year, however either party may terminate this agreement by providing a 30 days notice to the other party.
9. This agreement contains the entire understanding between Airside Technology and Town of Manlius. Any modifications, amendments or changes must be in writing and signed by both parties.

## PEAK PERFORMANCE SERVICE AGREEMENT

### SUPPLEMENTAL CONDITIONS

1. This Agreement provides 1 Cooling and 1 Heating Inspection(s) per year
2. This Agreement provides priority service. Airside Technology will respond to Town of Manlius Request for emergency service before providing service to any Customers who does not have A Service Agreement.
3. Upon completion of each Peak Performance Inspection, Airside Technology will provide the Town of Manlius with a comprehensive inspection report listing work performed, defects found and corrected and any recommended corrective action.
4. Airside Technology shall maintain Town of Manlius equipment to keep utility and repair Cost as low as possible, while preserving equipment reliability and life. Occupant Comfort will always be a primary consideration.
5. Town of Manlius shall operate in accordance with the manufacturer's recommendations and Promptly notify Airside Technology of any abnormal conditions.
6. Any additional services that are not part of this agreement, shall be billed at the prevailing Time and material rate, less any discount listed above.

### INSPECTIONS

**April**  
**October**

## PEAK PERFORMANCE SERVICE AGREEMENT

### Pricing and Acceptance

Customer: Town of Manlius

Billing Address: 5970 Clemons Rd  
East Syracuse, NY 13057

Contact.: Rob Cushing  
(315) 657-5289

Airside Technology Corporation

Also referred to as Airside Technology, agrees to furnish services in accordance with the General and Supplemental Terms and Conditions and each Peak Performance Maintenance Schedule.

### Equipment to be Serviced

| Quantity | Manufacturer | Model | Serial | Location |
|----------|--------------|-------|--------|----------|
|----------|--------------|-------|--------|----------|

See Attached Equipment List

The One Year Agreement price is \$2,920.00 per year, \$1,460.00 per inspection.

Service Rate of \$130.00 per hour, \$170.00 for overtime and \$210.00 for Holidays and Sundays

This Agreement is effective from 7/1/2026 to 6/30/2027

Annual Prices subject to 3% increase per year

**Town of Manlius Acceptance:**

Signature\_\_\_\_\_

Title\_\_\_\_\_

(Type or Print Name Of Signer)

Acceptance Date\_\_\_\_\_

**Service Company Approval:**

Signature\_\_\_\_\_

Title SERVICE MANAGER  
Chris Martin

Acceptance Date\_\_\_\_\_

# EQUIPMENT LIST

## New garage:

Radiant floor heat- 3 - HP units – 30% Glycol

1 - AC split

2- Exhaust Fans

1-Vehicle exhaust fan system

## New Office Building:

1-ACCU with 3 AC units

1-ERV – 2 filters

2-Vestibule heaters

2-Electric wall heaters

4-Ceiling electric radiant heaters

## Main Garage Area:

3-AC Split Units – 5 Heads

## **WATER SOURCE HEAT PUMP PEAK PERFORMANCE MAINTENANCE SCHEDULE**

### **ROUTINE INSPECTION**

1. Check and clean condensate drain hose and pan inside unit.
2. Install condensate tablets into drain pan.
3. Inspect electrical connections.
4. Spray evaporator coil with coil cleaner.
5. Checked pressures and temperatures of refrigerant system if access fittings present.
6. Inspect contactors for pitting and wear.
7. Measure temperature of incoming and outgoing water temperatures.
8. Visually check ductwork for any abnormalities.
9. Check temperatures of supply and return air.
10. Check amp draw of compressor.
11. Check and annotate thermostat settings.
12. Check heat pump for proper pitch for condensate. Not responsible for lines past unit drain hoses.
13. Perform operational check of unit in heating and cooling mode.
14. Any deficiencies found with any units shall be brought to your attention.

# AIRSIDE TECHNOLOGY

## DUCTLESS SPLIT UNITS

UNIT # \_\_\_\_\_ LOCATION \_\_\_\_\_ DATE \_\_\_\_\_

MAKE \_\_\_\_\_

MODEL \_\_\_\_\_ SERIAL \_\_\_\_\_

### AIR HANDLER

- |                       |           |       |       |                |
|-----------------------|-----------|-------|-------|----------------|
| 1. Condensate Pan     | _____     | Clean | _____ | Needs Cleaning |
| 2. Condensate Trap    | _____     | Clean | _____ | Needs Cleaning |
| 3. Check for Mold     | _____     | OK    | _____ | Needs Cleaning |
| 4. Change Air Filters |           |       |       |                |
| Outdoor Air           | pre _____ | OK    | _____ | Replaced       |
|                       | Bag _____ | OK    | _____ | Replaced       |
| Return Air            | Pre _____ | OK    | _____ | Replaced       |
|                       | Bag _____ | OK    | _____ | Replaced       |
| Supply Air            | Pre _____ | OK    | _____ | Replaced       |
|                       | Bag _____ | OK    | _____ | Replaced       |
| 13. Filter tracks     | _____     | OK    | _____ | Needs Repair   |
| 14. Ductwork exposed  | _____     | OK    | _____ | Needs Repair   |
| 15. Checked dampers   | _____     | OK    | _____ | Needs Repair   |

### CONDENSER

- |                                 |       |                       |       |                         |
|---------------------------------|-------|-----------------------|-------|-------------------------|
| 1. Condenser Coil               | _____ | Clean                 | _____ | Needs Cleaning          |
| 2. Lubricate Condenser Fans     | _____ | OK                    | _____ | Needs Repair            |
| 3. Check Condenser Mounts       | _____ | OK                    | _____ | Needs Repair            |
| 4. Check Fan Operations         | _____ | OK                    | _____ | Needs Repair            |
| 5. Check Low Ambient            | _____ | OK                    | _____ | Needs Repair            |
| 6. Check compressor Mounts      | _____ | OK                    | _____ | Needs Repair            |
| 7. Check Oil Level              | _____ | OK                    | _____ | Needs Repair            |
| 8. Check crankcase heater       | _____ | OK                    | _____ | Needs Repair            |
| 9. Check Safeties               | _____ | OK                    | _____ | Needs Repair            |
| 10. Refrigerant Pressures       | _____ | "A" circuit Suction   | _____ | "A" circuit Head        |
|                                 | _____ | "A" circuit Superheat | _____ | "A" circuit Sub-cooling |
|                                 | _____ | "B" circuit Suction   | _____ | "B" circuit Head        |
|                                 | _____ | "B" circuit Superheat | _____ | "B" circuit Sub-cooling |
| 9. Outdoor Temperature          | _____ | Degrees               |       |                         |
| 10. Clean Debris from Condenser | _____ | Yes                   |       |                         |

### ELECTRICAL

- |                              |       |      |       |              |
|------------------------------|-------|------|-------|--------------|
| 1. Check wiring condition    | _____ | Good | _____ | Needs Repair |
| 2. Check Contactors          | _____ | OK   | _____ | Needs Repair |
| 3. Check Connections         | _____ | OK   | _____ | Needs Repair |
| 4. Clean Debris from Cabinet | _____ | OK   |       |              |

### PIPING

- |                          |       |    |
|--------------------------|-------|----|
| 1. Visually check piping | _____ | OK |
| 2. Check Supports        | _____ | OK |
| 3. Check for leaks       | _____ | OK |

## AIRSIDE TECHNOLOGY

### EXHAUST FANS PLANNED SERVICE

UNIT # \_\_\_\_\_ LOCATION \_\_\_\_\_ DATE \_\_\_\_\_

MAKE \_\_\_\_\_

MODEL \_\_\_\_\_ SERIAL \_\_\_\_\_

|                          |       |       |       |                |
|--------------------------|-------|-------|-------|----------------|
| 1. Check overall fan     | _____ | Clean | _____ | Needs Cleaning |
| 2. Grease bearings       | _____ | OK    | _____ | Needs Repair   |
| 3. Oil Motor             | _____ | OK    | _____ | Needs Repair   |
| 4. Check pulleys         | _____ | OK    | _____ | Needs Repair   |
| 5. Check Motor           | _____ | OK    | _____ | Needs Repair   |
| 6. Check Motor Mounts    | _____ | Yes   | _____ | No             |
| 7. Check Blower Mounts   | _____ | Yes   | _____ | No             |
| 8. Check Blower Belt     | _____ | OK    | _____ | Changed        |
| 9. Check damper          | _____ | OK    | _____ | No             |
| 10. Checked Electrical   | _____ | OK    | _____ | Needs Repair   |
| 11. Checked blower wheel | _____ | OK    | _____ | Needs Repair   |

## AIRSIDE TECHNOLOGY

### INLINE FANS PLANNED SERVICE

UNIT # \_\_\_\_\_ LOCATION \_\_\_\_\_ DATE \_\_\_\_\_

MAKE \_\_\_\_\_

MODEL \_\_\_\_\_ SERIAL \_\_\_\_\_

|                          |       |       |       |                |
|--------------------------|-------|-------|-------|----------------|
| 1. Check overall fan     | _____ | Clean | _____ | Needs Cleaning |
| 2. Grease bearings       | _____ | OK    | _____ | Needs Repair   |
| 3. Oil Motor             | _____ | OK    | _____ | Needs Repair   |
| 4. Check pulleys         | _____ | OK    | _____ | Needs Repair   |
| 5. Check Motor           | _____ | OK    | _____ | Needs Repair   |
| 6. Check Motor Mounts    | _____ | Yes   | _____ | No             |
| 7. Check Blower Mounts   | _____ | Yes   | _____ | No             |
| 8. Check Blower Belt     | _____ | OK    | _____ | Changed        |
| 9. Check damper          | _____ | OK    | _____ | No             |
| 10. Checked Electrical   | _____ | OK    | _____ | Needs Repair   |
| 11. Checked blower wheel | _____ | OK    | _____ | Needs Repair   |

# TOWN OF MANLIUS

## MUIRFIELD DRIVE STORMWATER IMPROVMENTS

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## **PROJECT LOCATION**

# Some History

## Large Public Works Projects take a long time from Need Identification to Completion

- The Highway Department noticed deterioration in 2013.
- Miller Engineers submitted a design in 2020.
- Councilors Heather Waters and Sara Bollinger met with residents of Drainage District #2 via zoom in 2020.
- MJ Engineering submitted a design that was accepted by the Board in 2023.
- A levy was applied to residents of Drainage District #2 to save up funds to pay for the project from 2024 to 2026.
- LaBella Associates modified the MJ design. The revised design was accepted by the Board in 2025.



### What is a Drainage District?

A drainage district is a local geographic area created to manage stormwater and prevent flooding. In New York State (NYS), local governments (like towns or counties) set up these districts. They clear streams, fix ditches, and build flood control projects. Property owners inside the district pay a special tax to fund this work.

# PROPOSED OBJECTIVES

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- Remove existing deteriorated underground stormwater structure
- Install new stormwater pond with additional underground storage
- Provide new forebay for maintenance and sediment removal
- Provide new maintenance access
- Provide split rail fencing



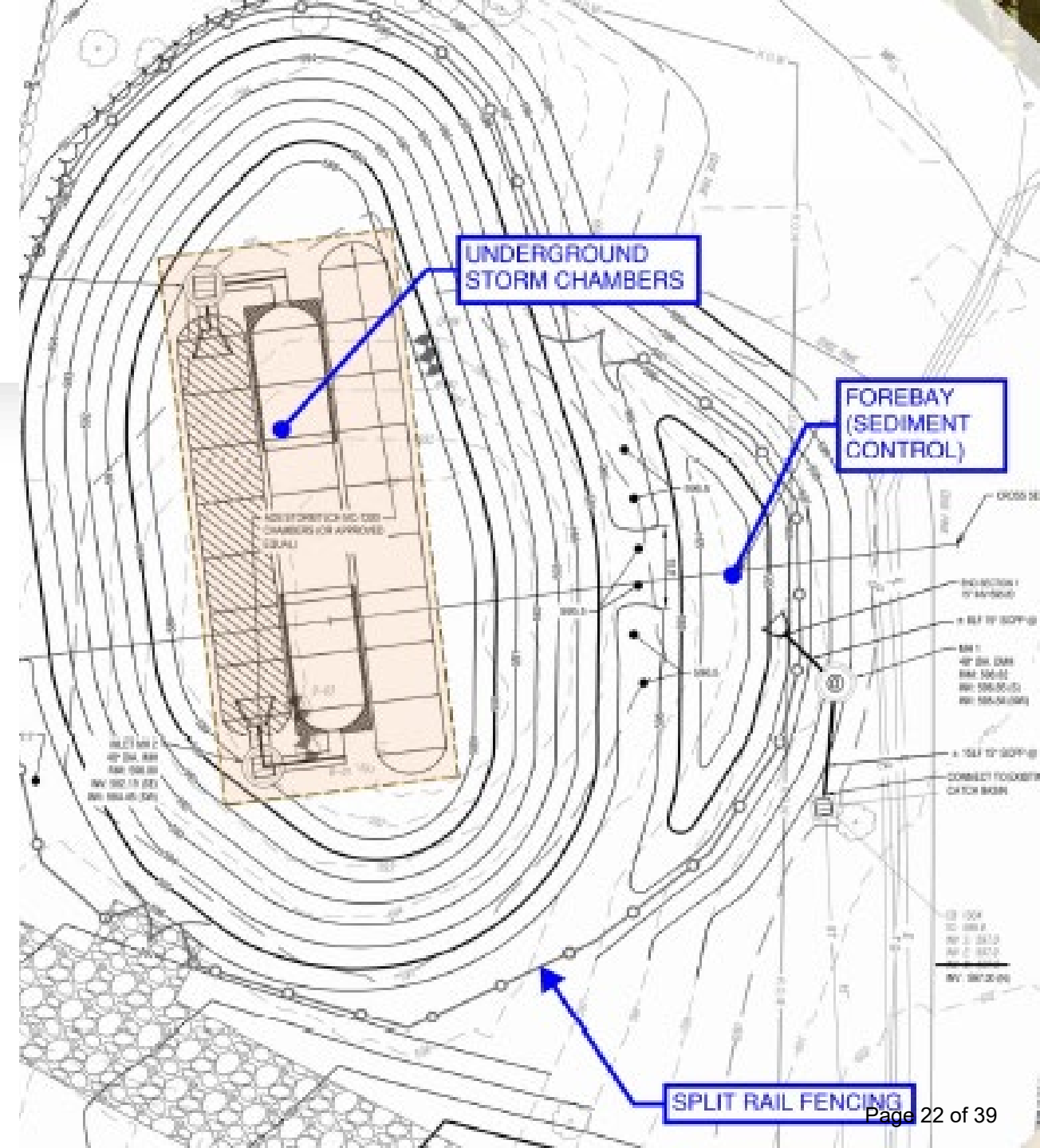
## EXISTING CONDITIONS

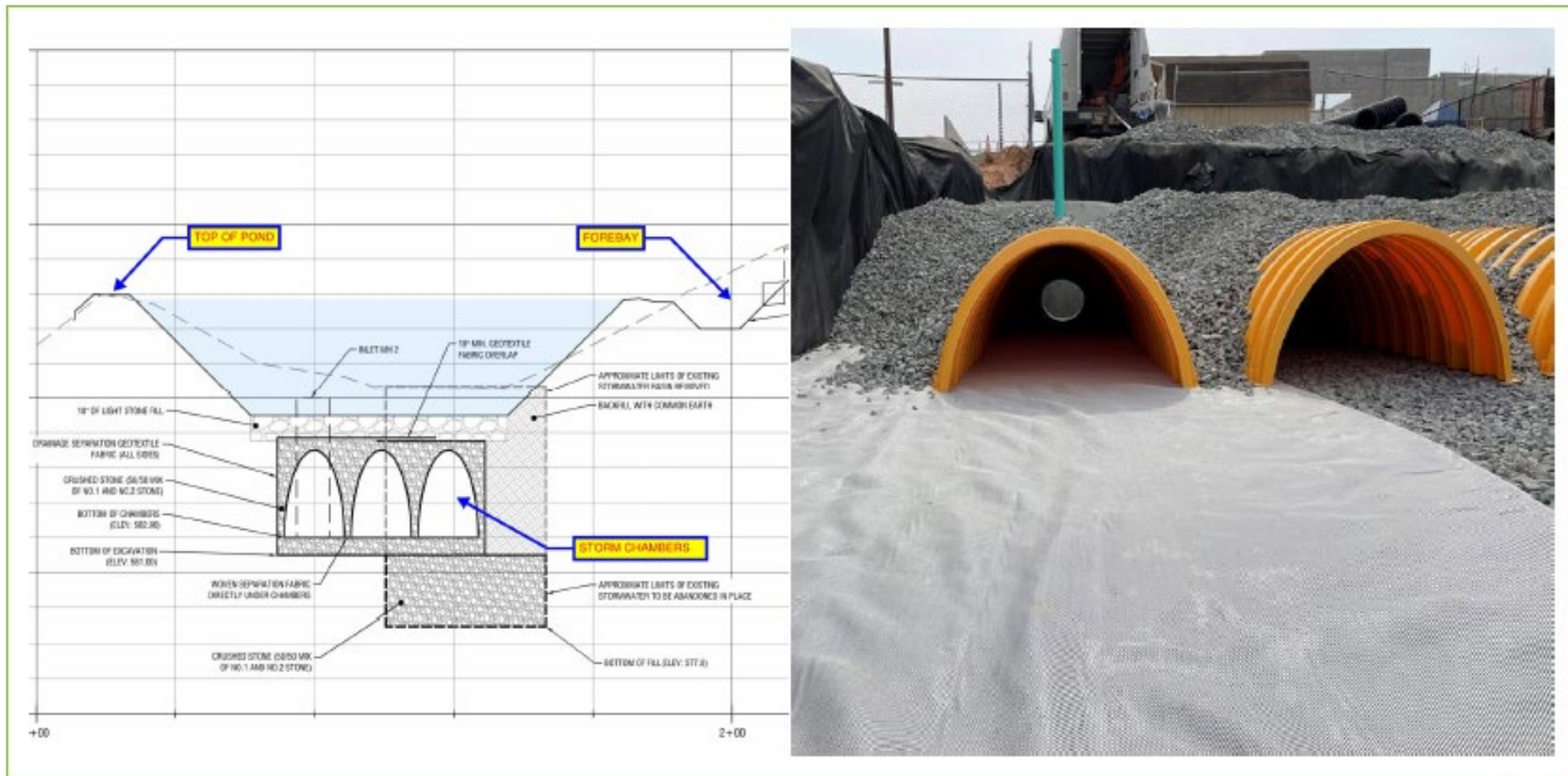
- Existing "improvised" stormwater structure
- Gabion basket and CMU block walls are failing
- Structure heavily filled with sediment (limiting capacity)
- Limited access makes maintenance difficult



# Not just a Replacement - A new Design

1. Reduce maintenance costs and extend the life of system by capturing dirt, leaves and debris in a forebay area
2. Modernize the vault using three underground chambers to store stormwater
3. Enhance safety by adding a fence around the perimeter





# Notification & Bidding

- The Town advertised the bid opportunity
- Five companies submitted bids
- LaBella interviewed them and checked their qualifications
- The Town Board awarded the contract to IDH, LLC
- Muirfield and adjacent residents were notified and a community meeting was held to explain the project in May
- Work began in June



**IDH, LLC.**

**315-778-9876**

# Progress Photos







Questions?



# Town of Manlius

Sara Bollinger, Town Supervisor

7/26/2026

New York State Department of Environmental Conservation  
Division of Lands and Forests

Re: Letter of Support for Cornell Cooperative Extension of Onondaga County Community Forestry Grant Application

Dear Grant Review Committee:

On behalf of the Town of Manlius, I am pleased to offer our strong support for Cornell Cooperative Extension of Onondaga County's (CCE Onondaga) application for funding to complete LiDAR-based tree inventories and Community Forest Management Plans for participating municipalities throughout Onondaga County.

The Town has had the opportunity to work with CCE Onondaga during our previous urban forestry efforts, including assistance with our New York State DEC-funded tree inventory project. Their staff provided valuable technical expertise, coordinated project activities, and helped ensure that our inventory produced meaningful information to guide future tree management decisions. Their professionalism, responsiveness, and commitment to community forestry have made them a trusted partner for our municipality.

This regional initiative represents an important opportunity to build upon that work by providing participating communities with advanced inventory data, practical management recommendations, and ongoing technical support. The combination of LiDAR technology, Community Forest Management Plans, and public outreach will help municipalities make informed decisions about tree maintenance, risk management, planting priorities, and long-term canopy preservation while improving public safety and environmental resilience.

The Town of Manlius supports this collaborative approach and recognizes the value of sharing resources and expertise across municipal boundaries. CCE Onondaga has demonstrated its ability to successfully coordinate complex projects involving multiple partners, and we are confident they have the experience and capacity necessary to deliver the outcomes proposed in this application.

We appreciate your consideration of this proposal and respectfully encourage its favorable review.

Sincerely,

Alissa Italiano  
Deputy Town Supervisor  
Town of Manlius

Sara Bollinger, Supervisor

Town Board - Brett Edkins, Ingrid Gonzalez-McCurdy, Alissa Italiano, Katelyn M. Kiesel, Michael Nesci, William Nicholson

Budget Adjustments

| <u>Acct Number</u> | <u>Acct Name</u>                |    | <u>Adjustment Amount</u> |
|--------------------|---------------------------------|----|--------------------------|
| A00 5.3120.101     | Police-Overtime                 | \$ | 4,804.43                 |
| A00 5.3120.412     | Police-Vehicle Repair           | \$ | 3,705.00                 |
| A00 4.2665         | Sale of Equipment               | \$ | 10,904.01                |
| A00 4.2707         | EV Charging                     | \$ | 221.52                   |
| A00 5.5132.449     | Garage-Maintenance Building     | \$ | 192,259.05               |
| CM3 5.6789.400     | Sustainable Manlius-Contractual | \$ | 266.21                   |
| DA0 4.500          | WIRP-Winter Severity            | \$ | 49,763.66                |
| DA0 4.3501         | CHIPS                           | \$ | 24,787.39                |
| DB0 5.5110.450     | Highway-Contractual Services    | \$ | 24,787.39                |

Budget Transfers

| <u>From Acct Number</u> | <u>Acct Name</u>                 | <u>To Acct Number</u> | <u>Acct Name</u>             |
|-------------------------|----------------------------------|-----------------------|------------------------------|
| A00 5.3510.450          | Dog Control Contractual Services | A00 5.6510.400        | Veteran Services Contractual |
| A00 5.1620.446          | Building-Maintenance             | A00 5.1620.440        | Buildings-Repairs            |
| B00 5.9030.800          | FICA                             | B00 5.9061.800        | Opt-Out                      |
| A00 5.9030.800          | FICA                             | A00 5.9050.800        | Unemployment Insurance       |
| A00 5.9030.800          | FICA                             | A00 5.9089.800        | EAP                          |

| <u>Amount</u> |          |
|---------------|----------|
| \$            | 200.00   |
| \$            | 337.72   |
| \$            | 3.46     |
| \$            | 2,250.88 |
| \$            | 404.95   |

| Sunday | Monday                      | Tuesday                                                   | Wednesday                                                                           | Thursday                                         | Friday | Saturday |
|--------|-----------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------|--------|----------|
| Jul 26 | 27<br>6:30pm Planning Board | 28                                                        | 29                                                                                  | 30                                               | 31     | Aug 1    |
| 2      | 3                           | 4                                                         | 5                                                                                   | 6                                                | 7      | 8        |
| 9      | 10<br>6:30pm Planning Board | 11                                                        | 12<br>6:30pm Town Board                                                             | 13                                               | 14     | 15       |
| 16     | 17                          | 18<br>5:00pm Tree Commission<br>6:30pm Watershed Stewards | 19                                                                                  | 20<br>5:30pm Fayetteville Festival<br>6:30pm ZBA | 21     | 22       |
| 23     | 24<br>6:30pm Planning Board | 25                                                        | 26<br>4:00pm Age Friendly Committee<br>5:00pm Police Committee<br>6:30pm Town Board | 27                                               | 28     | 29       |
| 30     | 31                          | Sep 1                                                     | 2                                                                                   | 3                                                | 4      | 5        |

301 Brooklea Drive  
Fayetteville, NY 13066  
Phone 315-637-3414  
Fax 315-637-0713



**Supervisor:**  
Sara Bollinger

**Town Board:**  
Brett Edkins  
Ingrid Gonzalez-McCurdy  
Alissa Italiano  
Katelyn M. Kriesel  
Michael Nesci  
William Nicholson

**Minutes  
Town Board Meeting  
June 24, 2026  
6:30 PM**

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 Website, and the Town Facebook page.

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

|               |                                           |
|---------------|-------------------------------------------|
|               | <b>Brett Edkins, Councilor</b>            |
|               | <b>Ingrid Gonzalez-McCurdy, Councilor</b> |
|               | <b>Alissa Italiano, Councilor</b>         |
|               | <b>Katelyn M. Kriesel, Councilor</b>      |
|               | <b>Mike Nesci, Councilor</b>              |
| <b>Absent</b> | <b>William Nicholson, Councilor</b>       |

The following Town Officers were present: Lisa Beeman, Deputy Town Clerk. Joseph Frateschi, Town Attorney. Jason Cassalia, Chief of Police. Ann Oot, Town Manager. Kay Blythe, Assistant Town Manager. Maria Lenway, Comptroller.

**In-Person Attendees:** Craig Dudczak, Fayetteville, Pete Wilcoxon, Manlius, Tom Bassett, Manlius, Cindy Couche, East Syracuse, Bob & Karen Alexander, Minoa, Pat Allen, Minoa, Mark & Cheryl Matt, Fayetteville, Dylan Black, Manlius and Sanskar Narong, Manlius.

**Virtual Attendees:** None

**Pledge Of Allegiance**

Supervisor Bollinger called the meeting to order at 6:34 PM. Councilor Gonzalez-

McCurdy led the Pledge of Allegiance. Supervisor Bollinger welcomed everyone and thanked all for attending.

## **Proclamation**

### **1. 250th Anniversary of the United States**

Supervisor Bollinger read aloud the proclamation for the 250th Anniversary of the United States.

## **Open Podium**

Tom Bassett, Manlius - commended Board for contracting with the Maxwell students regarding a study for the proposal of a new building; he also congratulated the Board for their decision on selecting Councilor Edkins as a new member of the Town Board.

Pat Allen, Minoa, stated that she has read through the Maxwell presentation and is of the opinion that this is the only option for a new building and wonders if there will be more options. Councilor Kriesel responded that the Maxwell report is just a starting point and several other options may be considered.

## **Town Facility and Public Engagement Project Update**

### **1. Dr. Peter Wilcoxon, Summary of the Student Capstone Presentation**

Professor Wilcoxon shared with the Board a presentation that was completed by the students at the Maxwell school regarding the options for a new Town Hall and Police Department.

Supervisor Bollinger allowed 10 minutes for the Public to ask questions regarding the presentation, they are as follows:

Dylan Black - is it an option to be outsourced (record storage)?

Tom Bassett asked if there were any available grants to help with costs especially for the police station?

Craig Dudzak is of the opinion that this presentation is influencing the Board and the public to use these choices and hear nothing else, the questions could maybe be asked in a different way.

Matthew Denton asked about how the data for the Police Department came to be? In terms of Cost vs. Issues, are all the critical issues being resolved?

Sanskar Narong asked about the issues regarding mandated space and what is the cost analysis for 30 years and what do the fines look like?

Pat Allen asked why the Town of Clay not included in the study as a comparison? Why was 30 years chosen instead of 10 years? What are the benefits of 30 vs. 10 years?

The Board thanked Professor Wilcoxon and the students for their hard work in preparing the presentation.

### Presentation

#### **Recreation Department**

##### **1. Approval of Summer Staff**

Councilor Italiano made a motion, Seconded by Councilor Kriesel, to motion to approve the 2026 Summer Staff for the Recreation Department.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

#### **Sealed Bids**

##### **1. Trash and Brush Bids**

Councilor Italiano made a motion, Seconded by Councilor Nesci, to Motion to authorize the Deputy Town Clerk to publish the bid information for the collection and disposal of brush and the collection and disposal of refuse, rubbish, garbage and recyclables and publish the bid openings for August 5th at 10:00am.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

#### **No Parking Signs**

##### **1. Sweet Road by Three Falls Woods**

Supervisor Bollinger stated that she spoke to Dave Knapp from Onondaga County Legislator requesting to put "no Parking" signs up on Sweet Road by Three Falls Woods.

Councilor Gonzalez-McCurdy made a motion, Seconded by Councilor Italiano, to motion to authorize the Town of Manlius Highway Department to install the No Parking

Signs and Entrance Signs on Sweet Road by Three Falls Woods.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

## **EAP Contract Renewal**

### **1. EAP Contract Renewal**

Councilor Italiano made a motion, Seconded by Councilor Gonzalez-McCurdy, to motion to approve the renewal of the EAP Contract. The cost per employee is less than it was last year.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

## **Letter of Support to CNYSPCA**

Supervisor Bollinger stated that the board had received a letter from the CNYSPCA asking for support for funding that they are seeking; Although the Town currently has a contract with them, there are still some concerns and the Board would like to learn more before a letter of support is written.

Councilor Nesci asked if someone from the SPCA could attend an upcoming Board meeting to discuss the details and inform the Board of their future intentions.

## **Manlius Strategic Plan Incentive Proposal**

### **1. Proposal**

Councilor Kriesel spoke about the proposal; at the meeting they talked about safety, walkability and economic development.

Councilor Kriesel made a motion, Seconded by Councilor Nesci, to motion to authorize the Supervisor to sign the ESD Incentive Proposal for the Genesee/Burdick Strategic Plan subject to final Legal review.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

## **Routine Business**

### **1. Budget Items**

Councilor Italiano made a motion, Seconded by Councilor Nesci, to Motion to approve budget transfers as presented by the Town Comptroller.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

Councilor Italiano made a motion, Seconded by Councilor Nesci, to Motion to approve the budget adjustments as presented by the Town Comptroller.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

### **2. Announcements**

#### **July Events**

Councilor Italiano stated that the pickleball courts in the Village of Manlius are open and there will be a ribbon cutting on July 4 along with a tournament and other July 4th festivities. The Tree Commission rescheduled their meeting to August and the Recreation Department will present Beautiful The Carole King Musical as its 50th anniversary show July 16 -18 at Eagle Hill Middle School.

Councilor Nesci stated that the Police and Fire study group met Wednesday and the Quarry commission met as well.

Councilor Kriesel stated that the Town Facilities study group met last week.

### **3. Approval of Minutes**

Councilor Kriesel made a motion, Seconded by Councilor Gonzalez-McCurdy, to made a motion to approve the minutes from June 10, 2026 as presented by the Deputy Town Clerk.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: Councilor Italiano

Results: Passed

#### 4. Approval of Abstract

Councilor Italiano made a motion, Seconded by Councilor Nesci, to made a motion to approve Abstract # 12 in the amount of \$551,414.70.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nayes: None

Abstain: None

Results: Passed

|                    |                                   |                      |
|--------------------|-----------------------------------|----------------------|
|                    | TOWN OF MANLIUS                   |                      |
|                    | Fund Summary                      |                      |
|                    | Abstract #12 - 2026               |                      |
| <b><u>CODE</u></b> | <b><u>FUND</u></b>                | <b><u>TOTALS</u></b> |
| A                  | General Fund Townwide             | \$88,986.33          |
| B                  | General Fund Part Town            | \$1,943.67           |
| DA                 | Highway Fund Townwide             | \$50,200.77          |
| DB                 | Highway Fund Part Town            | \$75,224.25          |
| SR1                | Trash                             | \$212,284.60         |
| SR2                | Brush                             | \$26,384.58          |
| SW3                | Skyridge Water District           | \$7,084.00           |
| TA2                | Trust and Agency - Other          | \$1,431.50           |
| SD2                | Consolidated Drainage District #2 | \$87,875.00          |
| Total              |                                   | \$551,414.70         |

## **Executive Session**

Councilor Kriesel made a motion, Seconded by Councilor Gonzalez-McCurdy, to discuss acquisition sale or lease of real property when publicity will affect the property value thereof and to invite Chief Jason Cassalia to stay during Executive Session at 7:48PM.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nays: None

Abstain: None

Results: Passed

Councilor Italiano made a motion, Seconded by Councilor Nesci, to motion to exit Executive Session at 8:31PM.

Ayes: Supervisor Bollinger, Councilor Edkins, Councilor Gonzalez-McCurdy, Councilor Italiano, Councilor Kriesel, Councilor Nesci

Nays: None

Abstain: None

Results: Passed

## **Adjournment**

There being no further business to come before the Board, upon motion duly made by Councilor Italiano and seconded by Councilor Nesci the Board voted unanimously to adjourn regular session at 08:32 PM.

Respectfully Submitted by:

Lisa Beeman  
Deputy Town Clerk