

Agenda
Manlius Town Board
03/13/2019

1. Pledge Of Allegiance
2. Approval Of Minutes - February 27, 2019

Documents:

[2-27-19 DRAFT.PDF](#)

3. Abstract # 5
4. Brush Contract - Base Years Expiring

Documents:

[BRUSH BID RESULTS.PDF](#)

5. Trash Contract - Base Years Expiring

Documents:

[TRASH BID RESULTS.PDF](#)

6. Recreation - Costume Rental Contract - Summer Show

Documents:

[2018-2019 RENTAL CONTRACT.PDF](#)

7. Highway Superintendent
8. Planning & Development
 - 8.I. Storage Building Bid Results

Documents:

[STORAGE BUILDING BID RESULTS.PDF](#)

9. Attorney
 - 9.I. Small Cell Regulations - Local Law
10. Town Clerk
11. Police Chief

12. Town Board

13. Supervisor

13.I. Zoning Board Of Appeals Appointment

14. Adjournment

Please silence cell phones.

MINUTES
TOWN BOARD
February 27, 2019

The Town of Manlius Town Board assembled at the Town Hall, 301 Brooklea Drive, Fayetteville, New York, with Supervisor Edmond Theobald presiding and the following Board members present:

| | |
|--------|--------------------------------|
| Absent | John R. Loeffler, Councilor |
| | Sara Bollinger, Councilor |
| | Nicholas J. Marzola, Councilor |
| Absent | Vincent Giordano, Councilor |
| | Karen Green, Councilor |
| | Richard Rossetti, Councilor |

The following Town Officers were present:

| | |
|--------------------------------------|-------------------------------------|
| Tim Frateschi, Attorney for the Town | Allison A. Weber, Town Clerk |
| Mike Crowell, Police Chief | Rob Cushing, Highway Superintendent |
| Doug Miller, Town Engineer | Ann Oot, Town Manager |
| Randy Capriotti, Director of Codes | |

Other persons attending: Ellen & Mike McGrew. Connor Springs, Ashton Miller, Nick Delans, Owen Macreery, Michael Edsall, Anjali Eastman-Petsand, Cynthia Couche, Linda Procita, Toss Macreery, Brad Delans, Mike Fusaro, John & Prerna Deer.

The Pledge of Allegiance

Supervisor Theobald, called the meeting to order at 6:30 pm. Cub Scout Troop 153 of Fayetteville N.Y. led the Pledge of Allegiance. Supervisor Theobald welcomed everyone and thanked all for attending.

Moment of Silence

Supervisor Theobald held a moment of silence for Jacob Mapstone a summer employee of the Town of Manlius Highway Department.

Approval of Minutes – February 13, 2019

Councilor Bollinger made a motion, seconded by Councilor Rossetti, to approve the minutes of February 13, 2019 as submitted by Deputy Clerk Witzel.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

Approval of Abstract # 4

Councilor Marzola made a motion, seconded by Councilor Green, to approve Abstract # 4 as submitted by Town Clerk Weber.

| TOWN OF MANLIUS | | |
|---------------------|----------------------------|---------------|
| Fund Summary | | |
| Abstract # 4 - 2019 | | |
| <u>CODE</u> | <u>FUND</u> | <u>TOTALS</u> |
| A | General Fund Townwide | \$ 61,051.24 |
| B | General Fund Town | \$ 409.49 |
| DA | Highway Fund Townwide | \$ 7,597.03 |
| DB | Highway Fund Town | \$ 153.45 |
| SF4 | Kirkville Fire Department | \$ 223,733.00 |
| SL1 | Overhead Lighting | \$ 27,456.81 |
| SL2 | Underground Lighting | \$ 3,988.14 |
| SL3 | Entry Lighting | \$ 153.39 |
| SL5 | Ratnaur Bridge Lighting | \$ 33,287.12 |
| SR1 | Manlius Trash District | \$ 101,874.89 |
| SR2 | Manlius Res Brush District | \$ 11,600.00 |
| SS1 | Manlius Con Sewer District | \$ 277.04 |

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0

All in Favor.

Motion Carries.

Road Dedication – Midlake Road Extension

Attorney Frateschi stated that the Erie Village Homeowners Association would like to convey a section of Midlake Road Extension to the Town of Manlius. Attorney Frateschi stated that the paperwork has been completed and the Highway Superintendent has inspected the road. Attorney Frateschi stated that the town has been plowing the road for more than 14 years.

Highway Superintendent stated that he has inspected section of Midlake Road Extension and the road is built to town specifications.

Attorney Frateschi stated that the Attorney for Erie Village Homeowners Association has not yet submitted the map to complete the paperwork. Attorney Frateschi stated that the map is important because it shows the area in the center of the cul-de-sac that the Erie Village Homeowners Association is going to keep and maintain. Attorney Frateschi stated that the Town Board could accept the road with the condition that the paperwork will not be filed in the County Clerk’s Office until the map is submitted.

Councilor Rossetti made a motion, seconded by Councilor Marzola, to accept the Midlake Road Extension with the condition that the deed will not be filed until the map is received by the Town.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Discussion: Councilor Marzola asked the Erie Village Homeowners Association if they were incorporated? Conversation ensued regarding the Erie Village's Homeowners Association.

Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Green, to dedicate the Midlake Road Extension to the Town of Manlius.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Syracuse Signals – 2019 Contract

Attorney Frateschi stated that the Syracuse Signals contract is a \$1500 dollar annual maintenance contract to maintain the flashing lights in school zones in the town.

Councilor Bollinger made a motion, seconded by Councilor Rossetti, to authorize the Town Supervisor to sign the 2019 contract with Syracuse Signals to maintain the flashing lights in local school zones.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Unsafe building Report on 136 Wilson Dr.

Attorney Frateschi reviewed the procedure to demolish an unsafe building per the Town of Manlius Code.

Director Capriotti made a presentation on the unsafe building located at 136 Wilson Dr., East Syracuse. Director Capriotti showed photos and drone footage of the dangerous conditions due to the deteriorating structure. Director Capriotti stated that it has been documented that some of the roof has collapsed into the structure and the chimney is separating from the house.

Attorney Frateschi presented a notice of proceeding and a resolution calling for a public hearing in the matter of the unsafe building located at 136 Wilson Drive, East Syracuse. Attorney Frateschi stated that the notice will be posted on the property, sent via certified mail and the notice of the public hearing will be published in the paper. Attorney Frateschi stated that the owner will have 30 days to commence the repair or demolition of the structure.

Conversation ensued regarding the procedure to demolish an unsafe building per the Town of Manlius Code.

Councilor Rossetti made a motion, seconded by Councilor Marzola, to authorize that the notice of unsafe building proceedings be issued and sent to the homeowner of record and to set a date for a public hearing on April 10, 2019 at 7:05 pm in the matter of an unsafe building located at 136 Wilson Dr. East Syracuse.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0 All in Favor. Motion Carries.

Correspondence/New Business

A) Highway Superintendent

Highway Superintendent Cushing presented the bid results for the purchase of a 2019 Ford 550 from Van Bortel Ford through Onondaga County Bid Contract #7947. Highway Superintendent Cushing stated that this purchase has been budgeted for and will replace a 2011 Ford 550.

Councilor Bollinger made a motion, seconded by Councilor Rossetti to authorize Highway Superintendent Cushing to purchase a Ford 550, model year 2019 from Van Bortel Ford at a purchase price of \$51,889.83 through the Onondaga County Bid Contract # 7947.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0 All in Favor. Motion Carries.

Highway Superintendent Cushing presented the bid results for the purchase of a stainless steel combination dump body from Tracey Road Equipment for \$26,548 through Onondaga County Bid Contract # 8996. Highway Superintendent Cushing stated that the purchase was budgeted for in 2019.

Councilor Rossetti made a motion, seconded by Councilor Bollinger to authorize Highway Superintendent Cushing to purchase a stainless steel combination dump body from Tracey Road Equipment for \$26,548 through Onondaga County Bid Contract # 8996.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0 All in Favor. Motion Carries.

B) Planning & Development – No New Business

C) Attorney – No New Business

D) Town Clerk

Town Clerk Weber presented the 2018 annual clerk report. Town Clerk Weber noted that the report was generated through May 31, 2018 from the Williamson Software and the remainder of the year from the BAS software.

Town Clerk Weber stated that the town will now be using the new agenda management software.

Town Manager Oot presented a list of encumbrances and budget transfers.

Councilor Marzola made a motion, seconded by Councilor Rossetti to approve the following budget transfers and encumbrances:

2018 to 2019 Encumbered Funds

- \$16,400.00 in A00.5.3120.200 Police Equipment
- \$5,460.50 in A00.5.3120.400 Police Contractual
- \$495.00 in A00.5.3120.402 Police Seminars and Conferences
- \$5,676.24 in A00.5.3120.448 Police Uniforms and Cleaning
- \$2,000.00 in A00.5.3120.460 Police Tuition
- \$1,395.95 in A00.5.3120.464 Police Weapons
- \$1,140.00 in A00.5.1410.405 Town Clerk Information Technology
- \$10,668.00 in A00.5.5.3510.450 Dog Control -Contract

Budget Transfers

- \$629.77 from A00.5.1410.401 Town Clerk Office Supply Account to A00.5.1460.400 Records Management Contractual.
- \$229 from A00.5.1410.400 Town Clerk Contractual to A00.5.3510.450 Dog Control Contractual.
- \$265.00 from A00.5 Seminars/Conferences to A00.5.1410.405 Town Clerk to Associations/Dues.
- \$807.00 from DBO 5.5140.100 to DAO 5.5142.100 Brush and Weeds to Snow Removal
- \$3599.03 from DBO 5.5140.101 to DAO 5.5142.101 Brush & Weeds OT to Snow Removal OT
- \$2858.40 from DBO 5.6140.102 to DAO 5.4142.102 Brush & Weeds DT to Snow Removal DT

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0

All in Favor.

Motion Carries.

E) Police Chief

Chief Crowell stated that he is continuing to collect quotes and information for the department move that will take place in August.

Chief Crowell stated that the dates for the Citizens Police Academy have been announced and encourage everyone to enroll.

F) Town Board

Councilor Green stated Supervisor Theobald was promoted to 2nd Vice President at the annual Association of Towns meeting.

Councilor Bollinger stated that she would like the Town Board to review the opportunity to bundle municipal power supply as New York State is coming out with regulations that will make it easier for municipalities to participate. Councilor Bollinger stated that residents could bundle their power to a greener energy source.

Supervisor Theobald stated that Good Energy has presented this information at the Association of Towns and discussed the other municipalities that are enrolling in the program. Supervisor Theobald stated that the Town Board would be required to hold a public hearing before the town could opt in.

Attorney Frateschi asked if this program is subsidized by New York State? Councilor Marzola stated that the program is subsidized by New York State.

Supervisor Theobald stated that he would ask Good Energy to make a presentation to the Town Board.

G) Supervisor

Supervisor Theobald stated that the Town Board received a request from the residents in Austin Meadows to consider lowering the speed limit along a stretch of Route 92 between Enders Rd. and Brinan Fields Run. Supervisor Theobald stated that the Town Board authorized the submittal of a TE9 and the New York State Department of Transportation has decided that the speed limit should be lowered to 40mph on Route 92, between Enders Rd. and Brinan Fields Run

Supervisor Theobald stated that the Town received a check from the New York State Comptroller for Unclaimed Funds.

Councilor Marzola made a motion, seconded by Councilor Rossetti to accept the Supervisor's Report for January 2019 as submitted.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0 All in Favor.

There being no further business to come before the Board, upon motion duly made by Councilor Rossetti and seconded by Councilor Bollinger the Board voted unanimously to adjourn regular session at 7:06PM.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nays: 0 All in Favor. Motion Carries.

Respectfully Submitted by:

Allison A. Weber
Town Clerk

DRAFT

BID
Town of Manlius, New York
Collection and Disposal
of all Brush

| | Description | Estimated Quantity | Unit Price | |
|--|-------------------------------------|-------------------------------|------------------------|-----------------------|
| | | | Unit Price in Words | Unit price in Figures |
| | Base Years 2017, 2018, 2019 | Unit Price 4000 to 4999 | TWENTY NINE DOLLARS | \$ 29.00 |
| | | | ZERO | |
| | | | CENTS | |
| | Optional Year Number One 2020 | Unit Price 4000 to 4999 | THIRTY ONE DOLLARS | \$ 31.00 |
| | | | ZERO | |
| | | | CENTS | |
| | Optional Year Number Two 2021 | Unit Price 4000 to 4999 | THIRTY ONE DOLLARS | \$ 31.00 |
| | | | ZERO | |
| | | | CENTS | |

BID
Town of Manlius, New York
Collection and Disposal
of all Refuse, Rubbish, Garbage, and Recyclables

| | Description | Estimated Quantity | Unit Price | |
|--|-------------------------------------|-------------------------------|---|-----------------------|
| | | | Unit Price in Words | Unit price in Figures |
| | Base Years 2017, 2018, 2019 | Unit Price 6000 to 6999 | ONE HUNDRED SEVENTY DOLLARS SIX DOLLARS NINETY CENTS | \$ 176.90 |
| | Optional Year Number One 2020 | Unit Price 6000 to 6999 | ONE HUNDRED EIGHTY DOLLARS TWO DOLLARS ZERO CENTS | \$ 182.00 |
| | Optional Year Number Two 2021 | Unit Price 6000 to 6999 | ONE HUNDRED EIGHTY DOLLARS TWO DOLLARS ZERO CENTS | \$ 182.00 |

OPTIONAL SERVICES RELATED TO THE COLLECTION AND DISPOSAL OF ALL REFUSE, RUBBISH, GARBAGE & RECYCLABLES FOR THE TOWN OF MANLIUS

PRICING INCLUDED BELOW IS REQUIRED FOR POTENTIAL OPTIONAL SERVICES AND WILL NOT BE USED IN DETERMINING SELECTION OF THE SUCCESSFUL BIDDER

The Hauler will be required to provide the following services and/or collect the following additional items, in dry conditions, on a case-by-case basis, arranged separately, at a predetermined additional cost to the generator, and the Bid submitted by the Hauler shall define the approximate cost associated with the collection of each item. Given that there are many potential variables that determine the cost to remove these additional items, the actual price may vary from the cost set forth below and must be negotiated between the hauler and the resident. Payment for such pickup shall be made by the resident directly to the Hauler.

| Item | Maximum price (each) |
|---|--|
| Hot water tanks, stoves, washers, dryers, white goods | \$ <u>40.00</u> |
| Refrigerators, air conditioners, freezers, dehumidifiers | \$ <u>75.00</u> |
| Bathroom Fixtures (toilets, sinks, tubs) | \$ <u>50.00</u> |
| Tires | \$ <u>10.00</u> |
| Rugs | \$ <u>45.00</u> |
| Furniture | \$ <u>30.00</u> |
| Construction and demolition debris | \$ <u>50.00 per yard</u> |
| Each trash bag in excess of the 8-bag limit | \$ <u>5.00</u> |
| Lawn mowers | \$ <u>50.00</u> |
| Play Structures | \$ <u>75.00</u> |
| Garage service: Price structure to be determined By the Hauler | \$ <u>5.00 per car length</u> <u>per week</u> |

Purchase of 95 gallon container** \$ NO BID

Rental of 95 gallon container** \$ 70.00

Dated: July 27, 2016 Name of Bidder: Syracuse Haulers Waste Removals Inc

Address of Bidder: 6223 Thompson Rd
Suite 1000
Syracuse NY 13206

CNY Costumes, Inc.

Mail ONLY Address: 7189 Manlius Ctr Rd., E.Syracuse, NY 13057

PLEASE NOTE - NEW ADDRESS FOR STUDIO!

Studio/Warehouse: 108 Factory Ave, Syracuse, NY 13208

Ph: (315) 308-PLAY (7529) Fax: (315) 214-8595

Fed. ID# 87-0731076



Date:

RENTAL CONTRACT

Customer (Lessee):

Production:

Address:

Phone/Fax:

Contact:

Title:

Tax Exempt? TE#

Show Date(s):

Purchase Order Required? Yes No

Dress Rehearsal Date(s):

Purchase Order #

Return Date:

Terms and Conditions

Rental prices are quoted per week, unless otherwise stated. For longer periods, special arrangements must be made.

Costumes are rented from the Friday prior to your opening date through final performance. Costumes **MUST** be returned the first business day after the close of the show unless previous arrangements have been made with CNY Costumes. Returns received later than the 3rd day will be billed an ADDITIONAL WEEK'S rental rate PER COSTUME.

A non-refundable deposit of \$ 500 (which will be deducted from your final invoice) is required to reserve the costumes for your date(s) of performances. Please submit your deposit with this signed contract; no order is processed until all paperwork is completed and returned.

Rental balance is required upon receipt of costumes if a purchase order has not been submitted, unless previous agreements have been made. If a purchase order HAS been received, CNY Costumes will request the balance be paid within 10 days upon return of the costumes (after final performance). Costume pickup and return is the responsibility of the lessee if within Syracuse. Outside the Syracuse area, delivery & pick up by freight is arranged by CNY Costumes to and from your organization at an additional fee.

There may be an additional fee for non-standard sizes (those difficult to fit). Any chest, bust or waist measurement over 48 inches may incur a custom build surcharge per costume.

Minor wear is expected during the performances, however, damage is considered to have occurred by the following: tearing, burning, cutting, and missing pieces (buttons, trims, etc), excessive makeup, or damage to pants from knee slides. (We suggest you purchase other trousers to be worn for knee slides) These damages are the lessee's responsibility and will be billed accordingly. Also, any costumes NOT returned or items to be found missing will be charged for at replacement cost. (ex: \$150 to \$200 for a man's suit). This applies to damaged costumes also.

The complete rental fee will be charged for ALL articles ordered and not used UNLESS they are shipped back to CNY Costumes BEFORE the date of use, in which a \$20 restocking charge will apply for each costume returned. Costumes prepared by us and cancelled or changed at your request prior to your pickup/ship out date are also subject to a charge of \$20 per costume.

CNY Costumes will provide minor alterations according to sizes submitted, however, additional alterations may be needed. **Costumes & accessories must NOT be dramatically altered, cut or redesigned!!** Any alterations must be done by hand and removed BEFORE the costumes are returned.

This contract (upon signature) shall constitute an agreement to all of the above listed terms for costume rental from CNY Costumes, Inc.

Lessee: _____

Date:

Lessor: CNY Costumes, Inc. _____

Date _____

(CNY Costumes, Inc.)



MILLER
ENGINEERS

March 11, 2019

Ms. Ann Oot
Town of Manlius
301 Brooklea Drive
Fayetteville, NY 13066

Re: Town of Manlius Pole Barn
301 Brooklea Drive
Fayetteville, New York

Dear Ms. Oot:

Two bids were received for the Town of Manlius Pole Barn Project at 301 Brooklea Drive Fayetteville, New York on Wednesday March 6, 2019. Bids were received as follows:

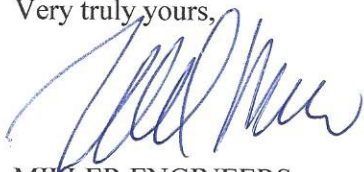
- McGinnis Nelson Construction, Manlius, NY \$80,000.00
- Complete Construction Concepts LLC, Homer, NY \$81,265.00

A review of the bidders was conducted by our office with the following findings:

- McGinnis Nelson Construction, Manlius, NY No Errors
- Complete Construction Concepts LLC, Homer, NY No Errors

All bidders have included a bid bond in the amount of 5% of their bid, a list of proposed subcontractors, a list of proposed suppliers and a list of project references. There are no indications that any of the bidders has been disbarred from work in New York State. Based on our review, the recommendation of Miller Engineers is to award the contract for the Town of Manlius Pole Barn Project at 301 Brooklea Drive Fayetteville, New York to McGinnis Nelson Construction, Manlius, NY in the amount of \$80,000.00. Should you require further input or have any questions, please call me at 315-682-0028.

Very truly yours,



MILLER ENGINEERS
Douglas A Miller, P.E.