

Agenda  
Town Board Meeting  
February 22, 2023  
6:30 PM

1. Virtual Meeting Instructions - February 22, 2023

Documents:

[2-22-23 TOWN BOARD MEETING INSTRUCTIONS.PDF](#)

2. Pledge Of Allegiance

3. Introduction Of New Police Officers

A introduction and welcome of Officer Jacob Gibbs, Officer Luke Corl, Officer Anthony Mastrobattisto, Officer Chad Temple.

4. Open Podium

5. Public Hearing - Proposed Local Law Amending Chapter 134 Of The Town Code

A PROPOSED LOCAL LAW 2023 - \_\_\_ AMENDING CHAPTER 134 OF THE TOWN CODE ("TAXATION") TO CODIFY RECENT CHANGES PASSED BY THE STATE LEGISLATURE RELATED TO EXEMPTIONS FOR MEMBERS OF VOLUNTEER FIRE COMPANIES AND AMBULANCE SERVICES

6. 2022 Annual Planning & Development Report

Code Enforcement Tom Poitras will review the 2022 Annual Planning and Development Report which has been accepted by New York Department of State. The report can be found [HERE](#).

7. Set Date - March Town Board Work Session - Climate Action Plan Initial Presentation And Discussion

8. Approval Of Minutes - 02-08-2023

Documents:

[2-8-23 DRAFT.PDF](#)

9. Approval Of Abstract # 4

Documents:

[ABSTRACT 4.PDF](#)

10. 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](http://www.townofmanlius.org)





February 22, 2023

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/89842868310?pwd=ZGRiclV5SUU1MCtZeUVJOzdNczlyQT09>

Password to join when prompted:

Password: **486360**

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: 898 4286 8310

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

Password: **486360**

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

MINUTES  
TOWN BOARD  
February 8, 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 John Deer presided, and the following Board members were present:

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

The following Town Officers were present:

Tim Frateschi, Attorney for the Town	Ann Oot, Town Manager
Kay Blythe, Deputy Town Manager	Debi Witzel, Deputy Town Clerk

The following Town Officers Attending Virtually: Police Chief, Michael Crowell. Town Clerk, Allison Weber. Tom Poitras, Code Enforcement Officer.

**1. Attendees**

In-Person Meeting Attendees: Deborah & Brian Kelly, Manlius. B.B. Wheeler, Manlius. Josh Ludden.

Virtual Meeting Attendees: Warren Linhart, Denise Santucci, Syracuse Peace Council, Daniel Davenport, J Prezzano.

**2. 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. Open Podium – None**

**4. Planning Board Response to Local Law Amendment to RM Zoning**

The Town Board acknowledged and discussed the Planning Board's response to the proposed amendment to the RM Zoning Classification. The Planning Board issued a positive recommendation to the Town Board with minor clerical changes.

**5. 6:35 PM Public Hearing to Adopt a Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes**

Attorney Frateschi reviewed the proposed amendments to the RM Zoning Classification. The amendments allow for mixed use development and making technical changes. The amendments further define retail use as small scale retail limited to 50% of the square footage of any building and adaptive reuse.

**PART II – Short Environmental Assessment Form**

Attorney Frateschi reviewed Part II of the short environmental assessment form with the Town Board. The Town Board determined that each of the environmental factors would have no more than a small to moderate impact. After further discussion, the Board agreed that there would be no significant environmental impact by approving the Local Law to amend the RM Zoning Classification based on the reasons set forth in the Resolution drafted by the Attorney for the Town.

Councilor Denton made a motion, seconded by Councilor Italiano, to declare the Town of Manlius lead agency for SEQR purposes in the matter of proposed Local Law 2023-1 - A Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes.

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

Nays: 0      All in Favor.    Motion Carries.

Attorney Frateschi stated that this will be an unlisted action under SEQR and recommends the board issue a negative declaration.

Councilor Denton made a motion, seconded by Councilor Kriesel issue a negative declaration for SEQR purposes in the matter of proposed Local Law 2023-1 - A Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes.

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

Nays: 0      All in Favor.    Motion Carries.

Councilor Denton made a motion, seconded by Councilor Italiano, to waive the reading of the public notice in the matter of proposed Local Law 2023-1 - A Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes

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

Nays: 0 All in Favor. Motion Carries.

Councilor Denton made a motion, seconded by Councilor Kriesel, to open the public hearing at 6:37 PM in the matter of proposed Local Law 2023-1 - A Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes.

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

Nays: 0 All in Favor. Motion Carries.

Deborah Kelly, Manlius, stated that she lives in the RM Zoning and stated that these changes make the law more restrictive than the previous law. Mrs. Kelly stated that she agrees with the changes.

The Town Board discussed the zoning of Mrs. Kelly's parcel.

With there being no further comments from the public, Councilor Denton made a motion, seconded by Councilor Kriesel, to close the public hearing at 6:50 PM in the matter of proposed Local Law 2023-1 - A Local Law amending the Residential Multiple Use Districts (RM) to allow for Mixed Use Development and Make Technical Changes.

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

Nays: 0 All in Favor. Motion Carries.

Councilor Waters made a motion, seconded by Councilor Denton, to adopt Local Law 2023-1 as outlined in the resolution prepared by the Attorney for the Town.

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

Nays: 0 All in Favor. Motion Carries.

**6. 6:51 PM Zone Change Request – 4600 Enders Rd. (tax map # 117.2-01-04.0) an Application by Graziano Zazzara requesting the zoning classification be changed from Restricted Agricultural (RA) to Residential Multi-Use RM**

Attorney Frateschi stated that the Planning Board Chairman has sent a letter to the Town Board stating that he is ok with the proposed zone change.

PART II – Short Environmental Assessment Form

Attorney Frateschi reviewed Part II of the short environmental assessment form with the Town Board. The Town Board determined that each of the environmental factors would have no more than a small to moderate impact. After further discussion, the Board agreed that there would be no significant environmental impact by approving the Local Law to approve the zone change request based on the reasons set forth in the Resolution drafted by the Attorney for the Town.

Councilor Denton made a motion, seconded by Councilor Italiano, to declare the Town of Manlius lead agency for SEQR purposes in the matter of proposed Local Law 2023-2 - A Local Law to approve the zone change request application by Graziano Zazzara requesting the zoning classification be changed from Restricted Agricultural (RA) to Residential Multi-Use (RM) for the parcel located at 4600 Enders Road (tax map # 117.2-01-04.0).

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

Nays: 0          All in Favor.    Motion Carries.

Attorney Frateschi stated that this will be an unlisted action under SEQR and recommends the board issue a negative declaration.

Councilor Denton made a motion, seconded by Councilor Kriesel issue a negative declaration for SEQR purposes in the matter of proposed Local Law 2023-2 - A Local Law to approve the zone change request application by Graziano Zazzara requesting the zoning classification be changed from Restricted Agricultural (RA) to Residential Multi-Use RM for the parcel located at 4600 Enders Road (tax map # 117.2-01-04.0).

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

Nays: 0          All in Favor.    Motion Carries.

Councilor Kriesel made a motion, seconded by Councilor Denton, to adopt Local Law 2023-2 to change the zoning classification for the parcel located at 4600 Enders Road (tax map # 117.2-01-04.0) as outlined in the resolution prepared by the Attorney for the Town.

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

Nays: 0                                  All in Favor.                                  Motion Carries.

**7. 6:58 PM Recreation Department - Motion Regarding Summer Show Contract**

Councilor Italiano made a motion, seconded by Councilor Kriesel, to delegate authority to the Town Supervisor to sign all contracts for the 2023 summer show contingent upon attorney review and upon the dollar amounts remaining within the budget.

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

Nays: 0    All in Favor.    Motion Carries.

**7. 6:59 PM Engineering RFP**

Supervisor Deer stated the Town is issuing an RFP for Engineering Services for the Town of Manlius. The RFP will be available on the Town Website and any appraisal company that meets criteria is welcome to submit a letter of interest.

Councilor Italiano made a motion, seconded by Councilor Denton, to authorize the issuance of the Request for Proposal (RFP) for Engineering Services for the Town of Manlius.

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

Nays: 0    All in Favor.    Motion Carries.

**8. 7:01 PM Motion to Hire the Administrative Assistant to the Supervisor**

Councilor Italiano made a motion, seconded by Councilor Denton, to hire Miranda Lent to the position of Administrative Assistant to the Town Supervisor at an annual rate of \$33,280 effective February 7, 2023.

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

Nays: 0    All in Favor.    Motion Carries.

**9. 7:02 PM Set Date – Public Hearing – Local Law 2023-\_\_ Amending Chapter 134 of Town Code (Taxation) related to Exemptions for Members of Volunteer Fire and Ambulance Services.**

Attorney Frateschi reviewed the proposed local law. Attorney Frateschi stated that this local law will reflect the latest changes that the Governor has made.

Councilor Nicholson made a motion, seconded by Councilor Denton to set a date for a public hearing for Local Law 2023-\_\_ Amending Chapter 134 of Town Code (Taxation) related to Exemptions for Members of Volunteer Fire and Ambulance Services on February 22, 2023 at 6:35 PM.



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

Nays: 0 All in Favor. Motion Carries

**11. 7:04 PM Approval of Minutes – January 25, 2023**

Councilor Italiano made a motion, seconded by Councilor Waters, to approve the minutes of January 25, 2023, as submitted by Deputy Clerk Witzel.

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

Nays: 0 All in Favor. Motion Carries.

**12. 7:05 PM Approval of Abstract # 3**

Councilor Italiano made a motion, seconded by Councilor Kriesel to approve Abstract # 3 in the amount of \$ 5,421,007.50 as submitted by Town Clerk Weber.

TOWN OF MANLIUS		
Fund Summary		
Abstract # 3 - 2023		
CODE	FUND	TOTALS
A	General Fund Townwide	\$178,259.92
B	General Fund Town	\$19,178.23
DA	Highway Fund Townwide	\$119,432.21
DB	Highway Fund Part Two	\$652.50
SF1	Fayetteville Fire Protection	\$1,994,075.00
SF2	Manlius Fire Protection	\$1,582,416.55
SF3	Minoa Fire Protection	\$1,241,693.00
SF4	Kirkville Fire Department	\$238,807.00
SL1	Overhead Lighting District	\$1,834.66
SL2	Underground Lighting	\$2,506.24
SL3	Entry Lighting	\$121.68
SL4	Garden Park Lighting	\$707.56
SL5	Retour Bridge Lighting	\$2,758.20
SR1	Trash	\$185.87
SR2	Brush	\$185.87
TA2	Trust & Agency Other	\$2,148.00

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

Nays: 0

All in Favor.

Motion Carries.

**13. Adjournment**

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

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

Nays: 0

All in Favor.

Motion Carries.

Respectfully Submitted by:

Allison Weber  
Town Clerk

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2023	A00-2.631	Due to Other Governments	11,578.75					
	A00-5.1220.480	Supervisor - Payroll	3,434.34	31,700	25,121.19		89,790	73,505.75
	A00-5.1420.481	Attorney - Litigation	3,750.00	25,000	16,592.00		116,000	95,062.00
	A00-5.1440.400	Engineer - Contractual	2,500.00	25,000	20,010.00		43,000	37,584.00
	A00-5.1620.405	Buildings - Information Te	27,681.70	229,852	165,575.82		314,865	238,162.89
	A00-5.1620.421	Buildings - Phone	1,127.06	9,400	7,144.33		314,865	264,717.53
	A00-5.1620.423	Buildings - Security Servi	66.95	750	616.10		314,865	265,777.64
	A00-5.1620.430	Buildings - Cleaning	126.25	24,283	21,010.31		314,865	265,718.34
	A00-5.1640.410	Central Garage - Gasoline	4,123.87	85,000	75,968.77		88,500	77,382.20
	A00-5.1670.409	Central Printing - Postage	1,520.99	32,000	22,101.08		45,600	32,858.80
	A00-5.9061.800	Health Insurance Opt-Out	1,450.00	32,000	26,788.20		32,000	26,788.20
	B00-5.3620.421	P & D - Phone	25.00	1,500	1,357.06		123,948	96,638.71
	SD3-5.8540.400	Drainage - Contractual	380.00	88,225	85,015.00		88,225	85,015.00
	SR1-5.8160.400	Refuse - Contractual	205,581.50	2,399,316	1,988,153.00		2,399,316	1,988,153.00
	SR2-5.8160.400	Refuse - Contractual	25,187.50	301,829	251,454.00		301,829	251,454.00
	SS3-5.8110.400	Sewer Administration	71,995.74	70,561	1,434.74- Y		70,561	1,434.74- Y
		** 2023 YEAR TOTALS	360,529.65					

\*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2023-2024	A00-2.700	Rec Dept Clearing Acct	571.75						
	A00-5.1010.402	Town Board - Seminar/Confe	225.00	5,500	4,650.00		53,000	49,987.07	
	A00-5.1110.401	Justices - Office Supplies	409.08	2,800	1,748.84		29,265	27,253.84	
	A00-5.1110.403	Justices - Associations/Due	430.00	665	145.00-	Y	29,265	27,253.84	
	A00-5.1220.402	Supervisor - Seminar/Confe	75.00	2,000	1,925.00		89,790	76,940.09	
	A00-5.1330.401	Receiver of Taxes -Office	27.45	2,755	2,277.88		7,185	5,115.08	
	A00-5.1355.403	Assessors - Associations/D	250.00	720	471.00-	Y	38,320	34,337.25	
	A00-5.1410.401	Town Clerk - Office Suppli	26.26	2,200	1,959.60		8,495	6,741.64	
	A00-5.1410.403	Town Clerk - Association/D	60.00	405	216.95-	Y	8,495	6,741.64	
	A00-5.1410.408	Town Clerk - Printing/Ads	124.54	1,200	493.99		8,495	6,741.64	
	A00-5.1620.400	Buildings - Contractual	44.89	5,600	2,679.87		314,865	265,844.59	
	A00-5.1670.401	Central Printing - Office	452.00	3,000	1,353.56		45,600	34,379.79	
	A00-5.3120.402	Police - Seminars/Conferen	269.00	26,725	20,672.07		738,141	657,613.84	
	A00-5.3120.404	Police - Books/Publication	502.58	8,306	6,995.74		738,141	657,613.84	
	A00-5.3120.412	Police - Vehicle Repair	764.35	90,560	72,996.58		738,141	657,613.84	
	A00-5.3120.421	Police - Phone	194.94	28,500	23,817.05		738,141	657,613.84	
	A00-5.3120.425	Police - Building Maintena	841.00	2,650	1,746.50		738,141	657,613.84	
	A00-5.3120.430	Police - Cleaning Supplies	82.75	3,500	3,416.65		738,141	657,613.84	
	A00-5.3120.446	Police - Maintenance Contr	922.70	51,126	42,340.65		738,141	657,613.84	
	A00-5.3120.448	Police - Uniforms & Cleani	698.95	49,374	39,897.80		738,141	657,613.84	
	A00-5.3120.461	Police - Accreditation	4,670.00	39,837	32,507.00		738,141	657,613.84	
	A00-5.3120.464	Police - Protection Gear	1,400.00	28,458	28,413.17		738,141	657,613.84	
	A00-5.5132.405	Garage - Information Techn	119.99	7,803	7,013.04		73,738	59,323.00	
	A00-5.5132.425	Garage - Garage/Bldg Maint	287.85	15,000	8,387.80		73,738	59,323.00	
	A00-5.5132.446	Garage - Maintenance Contr	230.00	2,150	1,536.00		73,738	59,323.00	
	A00-5.7310.402	Recreation -Seminars/Confe	105.00	5,200	5,095.00		81,150	71,335.68	
	A00-5.7310.405	Recreation - Registration	3,600.00	3,400	200.00-	Y	81,150	71,335.68	
	A00-5.7310.408	Recreation - Printing & Ad	175.00	4,100	3,442.38		81,150	71,335.68	
	A00-5.7310.410	Recreation - Program Expen	1,446.00	64,000	59,431.85		81,150	71,335.68	
	B00-5.8010.408	Zoning - Advertising	109.17	800	555.10		5,350	4,544.10	
	B00-5.8020.402	Planning - Seminars/Confer	375.00	500	125.00		21,600	19,327.04	
	CM4-5.1110.400	Justices - Contractual	86.42	0	86.42-	Y	0	86.42-	Y
	DA0-5.5130.411	Machinery - Vehicle Expens	5,391.23	130,818	111,581.03		197,244	172,460.18	
	DA0-5.5130.440	Machinery - Equipment Expe	988.82	45,044	41,437.69		197,244	172,460.18	
	DA0-5.5130.447	Machinery - Shop Supply/St	189.71	10,200	8,623.31		197,244	172,460.18	
	DA0-5.5130.473	Machinery - Shop Tools	1,695.00	7,000	6,636.15		197,244	172,460.18	
	DA0-5.5142.410	Snow Removal - Gasoline/Di	27,836.71	67,500	2,358.29		628,891	206,319.74	
	DA0-5.5142.447	Snow Removal - Shop Suppli	126.11	37,891	32,551.72		628,891	206,319.74	
	DA0-5.5142.448	Snow Removal - Uniforms/Cl	178.84	14,000	11,757.40		628,891	206,319.74	