

Agenda  
Town Board Meeting  
September 13, 2023  
6:30 PM

1. Virtual Meeting Instructions

Documents:

[9-13-23 TOWN BOARD MEETING INSTRUCTIONS.PDF](#)

2. Pledge Of Allegiance

3. Open Podium

4. Set Date - Zone Change - 7078 East Genesee St., Fayetteville NY (Tax Map 092.-01-05.0)  
R1 To RM

View Application [HERE](#).

5. Set Date - Public Hearing - Garden Park Apartments - October 4th

View District Proposal Documents [HERE](#).

6. Set Date - Public Hearing - Property Tax Cap Override

Documents:

[2023-\\_\\_ SET DATE PROPERTY TAX OVERRIDE PUBLIC HEARING MANLIUS  
FY 2024 4880-0424-1278 V.1.PDF](#)

7. Barton & Loguidice D. P.C. - Agreement Amendment Number 2 - Comprehensive Plan

Documents:

[BARTON AND LOGUIDICE D.P.C - AGREEMENT AMENDMENT NUMBER 2 -  
COMPREHENSIVE PLAN.PDF](#)

8. Certificate Of Deposit Purchase

The Town of Manlius will be investing \$2 million in a Certificate of Deposit purchased through M & T Bank.

9. InCode Version 10 - Tyler Technologies Agreement

Documents:

[TYLER TECHNOLOGIES - AGREEMENT.PDF](#)

10. Approval Of Minutes - August 9, 2023 And August 23, 2023

Documents:

[8-9-23.PDF](#)  
[8-23-23.PDF](#)

11. 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)



September 13, 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/89584292592?pwd=VkJFL0ptM0F2Z3h0dnRNRDAxeXV4QT09>

Password to join when prompted:

Password: **171855**

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: 895 8429 2592

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

Password: **171855**

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

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**IN THE MATTER**  
**Of**  
**OVERRIDING THE PROPERTY TAX CAP**  
**IN THE TOWN OF MANLIUS FOR FISCAL**  
**YEAR 2024**

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**LOCAL LAW 2023-\_\_**  
**CALLING FOR PUBLIC**  
**HEARING**

The **TOWN BOARD OF THE TOWN OF MANLIUS**, in the County of Onondaga, State of New York, met in regular session at the Town Hall in the Town of Manlius, located at 301 Brooklea Drive in the Village of Fayetteville, County of Onondaga, State of New York, and virtually on the platform commonly referred to as Zoom, the Town Facebook page and YouTube on the \_\_\_\_<sup>th</sup> of \_\_\_\_\_, 2023, at 6:30 p.m.

The meeting was called to order by John T. Deer, Supervisor, and the following were present, namely:

John T. Deer	Supervisor
Sara Bollinger	Councilor
Elaine Denton	Councilor
Alissa Italiano	Councilor
Katelyn M. Kriesel	Councilor
William Nicholson	Councilor
Heather Allison Waters	Councilor

The following resolution was moved, seconded and adopted:

**WHEREAS**, a Local Law has been introduced before the Board, to wit: Local Law No. 2023-\_\_ , amending Article XI of Chapter 134 (“Taxation”) to override the tax levy limit established by General Municipal Law Section 3-c (the “Property Tax Cap”);

**LOCAL LAW 2023 - \_\_\_, A LOCAL LAW AMENDING  
CHAPTER 134 ARTICLE XI, TAX LEVY LIMIT  
OVERRIDE OF THE CODE OF THE TOWN OF MANLIUS:**

**Be it enacted by the Town Board of the Town of Manlius, Onondaga County, New York as follows:**

**Section 1. Legislative Intent**

It is the intent of this local law to override the limit on the amount of real property taxes that may be levied by the Town of Manlius County of Onondaga pursuant to General Municipal Law § 3-c, and to allow the Town of Manlius, County of Onondaga to adopt a town budget for (a) town purposes (b) fire protection districts and (c) any other special or improvement district governed by the town board for the fiscal year 2019 and 2020 and 2021 and 2022 and 2023 *and 2024\** that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law § 3-c.

**Section 2. Authority**

This local law is adopted pursuant to subdivision 5 of General Municipal Law § 3-c, which expressly authorizes the town board to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the town board.

**Section 3. Tax Levy Limit Override**

The Town Board of the Town of Manlius County of Onondaga is hereby authorized to adopt a budget for the fiscal year 2020 and 2021 and 2022 and 2023 and 2024\* that requires a real property tax levy in excess of the limit specified in General Municipal Law, §3-c.

**Section 4. Severability.**

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 5. Effective date.**

This local law shall take effect immediately upon filing with the Secretary of State.

\* Added Language

**WHEREAS**, upon review of the projected expenses facing the Town, especially State pension costs, special district costs and other state mandated costs for which the Town has no control, the Town Board hereby finds that this override is a necessary prudent step;

**RESOLVED**, that the Town Board of the Town of Manlius, County of Onondaga, State of New York, shall hold a Public Hearing on said proposed Local Law 2023-\_\_\_\_, and that such Hearing shall be held at the Town Hall of the Town of Manlius, located at 301 Brooklea Drive, Fayetteville, New York, on \_\_\_\_\_, 2023 at 6:35 p.m. and be it further;

**RESOLVED**, that the Town Clerk give notice of such Public Hearing by the publication of a notice in at least one newspaper circulated in the Town, specifying the time when and the place where such Public Hearing will be held, and in general terms, describing the proposed Local Law. Such notice shall be published once at least five (5) days prior to the Public Hearing.

**I, ALLISON WEBER,** Town Clerk of the Town of Manlius, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Town Board of the Town of Manlius at a regular meeting of the Board duly called and held on the \_\_\_<sup>rd</sup> day of \_\_\_\_\_ 2023; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

**I FURTHER CERTIFY** that all members of said Board had due notice of said meeting.

**IN WITNESS WHEREOF,** I have hereunto set my hand and affixed the seal of the Town of Manlius, this \_\_\_<sup>rd</sup> day of \_\_\_\_\_ 2023.

**DATED:** \_\_\_\_\_, 2023  
**Fayetteville, New York**

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**Allison Weber**  
**Town Clerk of the Town of Manlius**  
**Onondaga County, New York**

**AMENDMENT NUMBER 2**  
**(“Amendment”)**  
**TO THE**  
**AGREEMENT DATED FEBRUARY 24, 2021**  
**(“Agreement”)**  
**BETWEEN**  
**TOWN OF MANLIUS (“Owner”)**  
**AND**  
**BARTON & LOGUIDICE, D.P.C. (“Engineer”)**  
**FOR**  
**PROFESSIONAL SERVICES FOR TOWN OF MANLIUS**  
**COMPREHENSIVE PLAN (“Project”)**

The above referenced Agreement between Owner and Engineer is amended to include the changes set forth below. The Agreement referenced above, including any amendments or revisions thereto previously agreed to in writing between Owner and Engineer, remains in full force and effect except as modified herein.

**1. Change in Scope of Services to be Performed**

- A. The scope of services to be performed by Engineer is hereby modified as described in Attachment One.

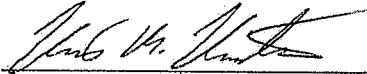
**2. Change in Compensation for Services**

- A. Total compensation for the services described in Attachment One, including reimbursable expenses, is estimated to be Fifteen Thousand Seven Hundred and Fifty Dollars (\$15,750), which shall be in addition to any payment amount(s) previously agreed to in writing between Owner and Engineer for this Project.
- B. Owner’s method of payment to Engineer shall be lump sum as set forth in the Agreement referenced above.

**3. Total Agreement**

- A. This Amendment, along with the original Agreement and any other duly executed amendments previous to this Amendment, constitutes the entire agreement between Owner and Engineer for this Project; it supersedes all prior written or oral understandings and may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the above referenced Agreement as of the latest day and year set forth below.

OWNER:	Town of Manlius	ENGINEER:	Barton & Loguidice, D.P.C.
By:	_____	By:	
	John Deer		_____
Title:	Supervisor	Title:	Senior Vice President
Date	_____	Date	_____
Signed:	_____	Signed:	August 16, 2023

**NOTE: Address for Giving Notices:**  
**Barton & Loguidice, Attn: President, 443 Electronics Parkway, Liverpool, NY 13088**



**Attachment One - Scope of Services for Amendment Number 2  
Town of Manlius Comprehensive Plan**

**Scope of Services for Amendment Number 2  
Town of Manlius Comprehensive Plan**

**Background and Understanding**

The Town of Manlius is in the process of adopting its Comprehensive Plan along with its Climate Action Plan, prepared by the Central New York Regional Planning and Development Board in close coordination with the Comprehensive Plan.

The Town retained B&L in February 2021 to assist with preparing the Town’s first Comprehensive Plan. Year one of the comprehensive planning process has been completed, during which time B&L provided additional technical assistance to the Town and CNYRDPB for preparation of the 2021 CSC grant application. The CSC grant, awarded in the amount of \$44,500, provided additional funds to help pay for year two of the comprehensive planning process, and allowed B&L to supplement the original Scope of Service to include a Zoning Assessment and Build-Out Analysis and additional CSC-focused elements.

Since then, B&L has been providing planning and community engagement services to help facilitate the drafting, review and completion of the Comprehensive Plan. In doing so, B&L provided additional services outside of the Scopes of Service authorized under the Original Agreement and Supplemental Agreement No.1, generally outlined below.

***Completion Timeline***

Steering Committee Open House & Public Hearing .....	March 28, 2023
Town Board Work Session .....	April 12, 2023
Steering Committee Public Meeting (re: Plan Forward to Town Board) .....	May 10, 2023
Updated Plan Provided to Town .....	May 19, 2023
Updated Plan Provided to Town .....	May 24, 2023
County Referral Submission .....	May 26, 2023
Updated Plan Provided to Town .....	June 9, 2023
Updated Plan and Public Hearing Materials Provided to Town.....	June 12, 2023
Town Board Public Hearing .....	June 28, 2028
Updated Plan Provided to Town .....	July 19, 2023
Updated Plan Provided to Town .....	July 25, 2023
Town Board Public Meeting (re: Plan Adoption) .....	July 26, 2023
Final Plan Provided to Town .....	August 18, 2023
Climate Smart Communities Memo Provided to Town/CNYRPDB .....	August 18, 2023

**Supplemental Scope of Services**

The following tasks were completed by B&L as supplemental services to the Original Agreement and Amendment No. 1 for the Town’s Comprehensive Plan:

- 1) Reviewing and compiling summaries from several Steering Committee-led focus groups, study groups, and listening sessions into a single document for inclusion in the Comprehensive Plan Appendix.  
*Supplemental Fee:       \$2,325.00*

- 2) Preparation for a series of self-guided Open House style meetings in the Fall of 2022, including the creation and printing of large-print posters, production of a video to be played at the events, and drafting of a summary for the Comprehensive Plan Appendix.  
*Supplemental Fee: \$4,820.00*
- 3) Preparation for and attendance at two (2) additional Steering Committee meetings, including one standard planning meeting (beyond the seven accounted for in the original agreement) and the second Steering Committee Public Meeting/Hearing on May 10, 2023.  
*Supplemental Fee: \$2,300.00*
- 4) Preparation for and attendance at three (3) additional Town Board meetings, including the Comprehensive Plan process presentation on October 26, 2022; the Climate Action Plan Workshop on March 8, 2023; and the Comprehensive Plan work session on April 12, 2023.  
*Supplemental Fee: \$1,350.00*
- 5) Revisions to the Future Land Use Strategy to reflect evolving understandings of the potential impacts of the Micron development in Clay, NY.  
*Supplemental Fee: \$3,400.00*
- 6) Additional iterations of comments/editing beyond the single set per deliverable as outlined in the original agreement's technical assumptions.  
*Supplemental Fee: \$1,100.00*
- 7) Reviewing and providing feedback on the Town's draft application for the NYS DOS Smart Growth Community Planning and Zoning Grant Program.  
*Supplemental Fee: \$455.00*

**TOTAL FEE FOR SUPPLEMENTAL SCOPE OF SERVICES: \$15,750.00**

Payment terms and conditions for the supplemental Scope of Services will be in accordance with the Original Agreement.



**Sales Quotation For:**  
 Town of Manlius  
 301 Brooklea Dr  
 Fayetteville NY 13066-1301

**Quoted By:** Ethan Reynolds  
**Quote Expiration:** 2/20/24  
**Quote Name:** Migration ERP Pro 10

<b>Tyler Annual Services</b>	
Description	Annual
ERP	
Other Services	
Tyler University	\$ 0
<b>TOTAL:</b>	
	<b>\$ 0</b>

<b>Tyler Migration Services</b>	
Description	Total
ERP Pro powered by Incode	
ERP Pro 10 Financial Management Suite	
Financial Management Services	\$ 12,240

Core Financials  
Fixed Assets  
Purchasing

Other Services

Project Management

\$ 3,000

**Total:**

**\$ 15,240**

**Summary**

**One Time Fees**

**Recurring Fees**

Total Tyler Services

\$ 15,240

**Summary Total**

**\$ 15,240**

**\$ 0**

**Comments**

Work will be delivered remotely unless otherwise noted in this agreement.

SaaS is considered a term of one year unless otherwise indicated.

**Core Financials**

Core Financials includes general ledger, budget prep, bank recon, AP, CellSense, a standard forms pkg, output director, positive pay, secure signatures.

MINUTES  
TOWN BOARD  
August 9, 2023

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

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

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

The following Town Officers were present: Tim Frateschi, Attorney for the Town. Ann Oot, Town Manager. Allison Weber, Town Clerk. Jason Cassalia, Police Chief, Tom Poitras, Code Officer. Maria Lenway, Comptroller. Kayandra Blythe, Deputy Town Manager.

The following Town Officers Attending Virtually: Councilor Waters (In attendance but not voting)

**1. Attendees**

In-Person Meeting Attendees: Tim Kelly, Fayetteville. Dave Barnwell, Manlius. Michael Nesci, E. Syracuse. Casey Cleary, Fayetteville. Craig Dudczak, Fayetteville. Charles Bruer, Fayetteville. Brody Smith, Syracuse. Joe Messineo, Manlius. Cheryl & Mark Matt, Fayetteville. Stephen Benson, Manlius. Tom Bassett, Manlius. Mike Friend, Manlius. Mary Teska, Fayetteville. Barb Wilson, Manlius. John Boyd, Fayetteville. Brad Sauve, Manlius.

Virtual Meeting Attendees: Arnold Poltenson, Jane Elizabeth Brown, Andrea Scamehorn, Warren Linhart, Peggy Kurtz.

**2. The Pledge of Allegiance**

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

**3. 6:31 PM Open Podium**

Town Clerk Weber read aloud a statement from Robert Wheeler. Mr. Wheeler submitted a letter in opposition to the petition for the ward system. Mr. Wheeler's letter discussed the cost of the special election, the GOP forcing the election at this time to get lower turnout and the GOP causing increased costs to the taxpayers. Mr. Wheeler stated that the Chair of the GOP in Manlius was concerned with the cost of the comprehensive plan and is costing the taxpayers the expense of a special election. Mr. Wheeler discussed why the ward system is not a good system for the town.

Jospeh Messineo, Manlius, asked the Town Board to submit responses to the questions submitted to the Town Board regarding the Skyridge Water District.

Mr. Messineo stated that state law and the town code require that the Town should have a Board of Ethics and asked the Town Board to form a Board of Ethics.

Tom Bassett, Manlius, spoke about the petition submitted for the ward system. Mr. Bassett discussed the cost of a special election, the poor timing of the petition and further stated that the merits of a ward system should be discussed.

Mike Nesci, E. Syracuse, stated that he is disappointed that there was not more discussion around the issue (the ward system & the petition). Mr. Nesci stated that there should have been more public involvement with the petition and if inclusivity matters it would have been put on the ballot in the general election.

Casey Cleary-Hammarstedt, Fayetteville, stated that she views these petitions as a divisive political action by Tim Kelly Chair of the Manlius Republican Committee and candidate for Town Supervisor. Ms. Cleary Hammarstedt stated that studying the viability of a ward system was in the comprehensive plan. Ms. Cleary Hammarstedt stated that she does not agree with this approach and this style of leadership. Ms. Cleary Hammarstedt encouraged the Town Board to study and improve the petition process.

John Boyd, Fayetteville, spoke in opposition to the ward system. Mr. Boyd stated that the ward system could give a dangerous platform to radical individuals and discussed how the ward system would make that possible, Mr. Boyd stated that we cannot allow this in our community.

Barb Wilson, Manlius, stated that Tim Kelly's statement in Syracuse.com stating that it has nothing to do with political affiliation and that it has to do with fair representation. Ms. Wilson stated that as a voter she does not think this petition is fair. Ms. Wilson discussed why the petition submitted is not fair and further stated that no one seems to understand what the petition means. Ms. Wilson stated that the petition is not fiscally responsible.

Craig Dudczak, Fayetteville, asked questions about the petition and the validation of the signatures.

#### **4. 6:58 PM Joule Community Energy – Clean Energy Program**

Peggy Kurtz, Joule Energy, gave a presentation on community based clean energy programs.

The Town Board asked questions and discussed community based solar. The Town Board tabled the matter for further consideration.

#### **5. 7:28 PM Twin Ponds – Planned Unit Development (PUD) Request – 5440 N Burdick Street**

Brody Smith, Attorney for the Applicant, gave a presentation on the Planned Use Development Request for 5440 N Burdick Street, Fayetteville and reviewed the district language.

The Town Board and the applicant discussed affordable housing and how it relates to the PUD.

Councilor Italiano asked questions about the affordable housing proposed in the application. The Town Board will submit an appendix to the applicant for more clarity.

Brian Bouchard, Engineer for the Applicant, presented the district map and discussed proposed uses.

The Town Board discussed the proposed town roadway and right of way.

Councilor Italiano made a motion, seconded by Councilor Kriesel, to refer the PUD request made by Twin Ponds Housing for the project known as Twin Ponds for the parcel located at 5440 Burdick St. to the Town of Manlius Planning Board and the Onondaga County Planning Board

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

Nayes: 0 All in Favor. Motion Carries.

**6. 8:09 PM Garden Park Senior Apartments – Planned Unit Development (PUD) Request – Highbridge Street - Tabled**

**7. 8:10 PM Cemetery Budget Line Item**

Councilor Bollinger made a motion, seconded by Councilor Denton, to create expenditure account A00.5.8810.100 Cemeteries – Personal Services.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Denton, to approve a budget transfer in the amount of \$495.00 from A00.5.8810.400 Cemeteries Contractual to A00.5.8810.100 Cemeteries Personal Services.

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

Nayes: 0 All in Favor. Motion Carries.

**8. 8:11 PM Humana Group Medicare Advantage Plan Renewal**

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to authorize the Supervisor to sign the 2024 Humana Group Medicare Advantage Plan Renewal as presented.

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

Nays: 0 All in Favor. Motion Carries.

**9. 8:13 PM Petition for a Permissive Referendum to Establish a Ward District**



Town Clerk Weber stated that she has accepted the petitions and submitted a letter outlining her decision.

Supervisor Deer reviewed what will be required for the Town Board to hold a special election,

Supervisor Deer outlined the following:

1. The Town Board will set an exact date for the election.
2. The Town Board will work with the Board of Elections for the use of their voting machines.
3. The Town Board must find and employ election inspectors for the day of the election.
4. The law requires an eight-hour continuous time between 8AM and 8PM for the election.
5. The default polling place will be Town Hall. The Town could have additional polling locations and extend to more than eight hours.
6. The Town Board is reviewing options and understanding that each addition (time & place) will add to the cost.
7. If the Town Board does not set up a board of registrars, there will be no early voting and no absentee ballots. Without the Board of Registrars, you must be in town to vote.
8. You must be able to appear at Town Hall for either the Board of Registrars and election day or election day only if there is no Board of Registrars. There is no options for residents that are unable to travel to the Town Hall or for residents who are out of town.
9. The Town Board does not have the option of moving this to the November ballot because of when the petitions were filed.
10. If the ward system is approved the Board of Elections would be charged with drawing the maps and every town councilor will have their terms expire at the end of 2025.

The Town Board discussed the different options of running a special election as the Onondaga County Board of Elections is not allowed to run this election. It was also discussed what the ward system would change for the town.

Councilor Italiano stated that she feels that the way this is happening is voter suppression.

Councilor Nicholson stated that exploring the option of the ward system was identified in the Comprehensive Plan and it would be better to do this in a way where the Town could explore all of the contingencies instead of having to make abrupt decisions.

Supervisor Deer and Town Clerk Weber discussed the notification process for the special election. Town Clerk Weber stated that she was advised that the Town cannot send out a townwide mailing because the Town could be open to liability if even one residence is missed. Town Clerk Weber stated that she will be sending out notifications through all of the other channels.

Councilor Italiano stated that she believes this is a calculated move by the people who submitted the petitions as the people who submitted the petitions speak at every meeting.

Supervisor Deer stated that the Town Board will work towards having a resolution prepared for the next meeting to set the date and parameters for the special election.

**10. 8:30 PM Recreation Department New Hire**

Councilor Italiano made a motion, seconded by Councilor Bollinger, to hire Tyler Delaney at a rate of \$15.75 per hour as a recreation attendant.

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

Nays: 0 All in Favor. Motion Carries.

**11. 8:31 PM Approval of Minutes – June 28, 2023, and (July 12, 2023, Tabled)**

Councilor Denton made a motion, seconded by Councilor Italiano, to approve the June 28, 2023, minutes as presented by Town Clerk Weber.

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

Nays: 0 All in Favor. Motion Carries.

**12. 8:32 LaBella Associates Engineering Consultants – Engagement Letter**

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to authorize the Supervisor to sign the engagement letter with LaBella Associates contingent upon legal review.

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

Nays: 0 All in Favor. Motion Carries.

**16. 8:32 PM Approval of Abstract # 15**

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to approve Abstract # 15 in the amount of \$561,974.99 as submitted by Town Clerk Weber.

TOWN OF MANLIUS		
Fund Summary		
Abstract # 15 - 2023		
CODE	FUND	TOTALS
A	General Fund Townwide	\$300,319.51
B	General Fund Part Town	\$5,823.03
DA	Highway Fund Townwide	\$71,920.82
DB	Highway Fund Part Town	\$174,092.28
CM3	Sustainable Manlius	\$625.00
SL1	Overhead Lighting District	\$1,608.89
SL2	Underground Lighting	\$2,227.31
SL3	Entry Lighting	\$106.64
SL4	Garden Park Lighting	\$677.86
SL5	Ratnour Bridge Lighting	\$2,439.26
SR1	Trash	\$185.87
SR2	Brush	\$185.87

SW3	Skyridge Water District	\$1,762.65
	Total	\$561,974.99

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

Nays: 0                                      All in Favor.                                      Motion Carries.

**17. Adjournment**

By motion made by Councilor Italiano and seconded by Councilor Bollinger, the Board voted unanimously to adjourn the regular session at 8:36 PM.

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

Nays: 0                                      All in Favor.                                      Motion Carries.

Respectfully Submitted by:

Allison A. Weber  
Town Clerk

MINUTES  
TOWN BOARD  
September 23, 2023

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

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

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

The following Town Officers were present: Tim Frateschi, Attorney for the Town. Ann Oot, Town Manager. Deborah Witzel, Deputy Town Clerk. Jason Cassalia, Police Chief, Maria Lenway, Comptroller. Kayandra Blythe, Deputy Town Manager.

**1. Attendees**

In-Person Meeting Attendees: Tim Kelly, Fayetteville. Dave Barnwell, Manlius. Michael Nesci, E. Syracuse. Craig Dudczak, Fayetteville. Cheryl & Mark Matt, Fayetteville. Mike Friend, Manlius. Brad Sauve, Manlius. Amber Suriani, Manlius. Bill Camperlino, Syracuse. Vince Giordano, Manlius. Carrie Ingersoll-Wood, Manlius. Ashley Parks-Elliot, Manlius. Jessica Gorton, Fayetteville. James & Larissa Dannenberg, Manlius. Karen Ayoub, Manlius. Sarah Longley, Manlius. David Newman, DeWitt. Scott Freeman, E. Syracuse.

Virtual Meeting Attendees: Dawn C., Vicki Meguid, KM, Tom Poitras, Code Officer, Kelly Wells.

**2. The Pledge of Allegiance**

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

**3. 6:31 PM Open Podium**

Kayandra Blythe, Deputy Town Manager read a loud a comment from Pamela Lapidus concerning the current construction on the solar array on Bowman Rd. The items of concern are the construction noise, the hours of construction, impact on local wildlife and that the array will be fully visible during the winter months.

Councilor Waters stated that the Tree Committee will be looking into the issue of visibility this fall.

Mike Nesci, E. Syracuse stated he is concerned with the Permissive Referendum because he believes Referendum is labeled incorrectly and it is misleading. He does not believe the resolution for the Permissive Referendum should be passed.

Jim Wood, Manlius stated the Permissive Referendum should be reviewed before going forward. If the board does move the resolution for the Permissive Referendum forward, they should expand the voting hours. Mr. Nesci asked that the public vote no on the Permissive Referendum.

Dave Barnwell, Manlius stated that he views the ward system as a way to give representation to more of a local part of the town by dividing the town into six parts.

Tim Kelly, Fayetteville read a prepared statement about the steps taken to bring the Permissive Referendum to this point. Mr. Kelly stated the process started at the end of March, first part of April. The Town Board was aware this was moving forward. Mr. Kelly’s statement is on file in the Town Clerk’s Office.

Karrie Wood, Manlius stated she would like a written opinion from the attorney and would like the Permissive Referendum process slowed down.

**4. Appoint Jason Cassalia to Provisional Chief of Police**

Councilor Waters made a motion, seconded by Councilor Nicholson, to hire Jason Cassalia as Provisional Chief of Police with a salary of \$150,000 per year.

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

Nayes: 0 All in Favor. Motion Carries.

Judge David Rothschild swore in Jason Cassalia to the position of Provisional Chief of Police for the Town of Manlius.

**5. Town of Manlius Police CIT Presentation**

Officer Spinelli and Officer Clarke gave a presentation on the Crisis Intervention Team (CIT).

**6. Garden Park Senior Apartments – Planned Unit Development (PUD) Request – Highbridge Street.**

Chris Danaher, Attorney for the Applicant, presented a a proposed PUD district plan. This proposed plan replaced the applicant’s original zone change application. The proposed PUD consists of 8.77 acres, a building height of four floors which includes underground parking. The applicant is now requesting a PUD in order to provide more flexibility.

Councilor Waters made a motion, seconded by Councilor Kriesel to refer the PUD request made by Turnwood Development for the parcel located on Highbridge St. to the Town of Manlius Planning Board and the Onondaga County Planning Board

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

Nayes: 0 All in Favor. Motion Carries.

**7. Zone Change Application 7078 East Genesee St., Fayetteville NY (Tax Map # 092.-01-05.0)**

Mike Vogel, Attorney for the applicant, presented a proposed zone change application to change the zoning from Residential District (R1) to Residential Multiple Use District (RM). The applicant is requesting the zone change to convert the existing residential home to a law firm (Bottar Law, PLLC).

Councilor Denton made a motion, seconded by Councilor Kriesel, to refer the Zone Change Request made by Bottar LLC for the parcel located on East Genesee St to the Town of Manlius Planning Board and the Onondaga County Planning Board

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

Nayes: 0 All in Favor. Motion Carries.

**8. Set Date for a Public Hearing – Twin Ponds – Planned Unit Development (PUD) Request 5440 Burdick St.**

Councilor Kriesel made a motion, seconded by Councilor Nicholson, to set a date for a public hearing on September 27<sup>th</sup> at 6:35 PM in the matter of the Planned Unit Development request made by Twin Ponds Housing for the project known as Twin Ponds for the parcel located at 5440 Burdick St.

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

Nayes: 0 All in Favor. Motion Carries.

**9. Grant of Easement – 5701 Bowman Road**

Supervisor Deer stated the Town has received a request for a Grant of Easement from National Grid to move some utility poles on Bowman Rd.

Councilor Kriesel made a motion, seconded by Councilor Denton, to authorize the Supervisor to sign the Grant of Easement for 5701 Bowman Rd. subject to engineering and legal review.

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

Nayes: 0 All in Favor. Motion Carries.

**10. Establishing a Special Election to Consider the Creation of a Ward System for the Town of Manlius**

Supervisor Deer outlined the steps the Town will need to take to hold the Special Election to Consider the Creation of a Ward System for the Town of Manlius.

Councilor Denton reviewed the history of Special Elections to Consider the Creation of a Ward System for the Town of Manlius.

Councilor Waters made a motion, seconded by Councilor Kriesel, to adopt the Resolution as amended establishing a special election on Saturday September 23<sup>rd</sup>, 2023, from 9am to 5pm at the Manlius Town Hall located at 301 Brooklea Dr in Fayetteville, NY. With the amended changes of item number 7 in the resolution to read “special meeting on September 6, 2023, at 6:00 PM.

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

Nayes: 0 All in Favor. Motion Carries.

**11. Amended and Restated Manlius Intermunicipal Agreement**

Supervisor Deer stated that the Villages (Manlius, Fayetteville, and Minoa) are in the process of reviewing the “Manlius Intermunicipal Agreement”.

**12. Special Patrol Officer Agreement between the Town of Manlius and East Syracuse Minoa Central School District**

Councilor Waters made a motion, seconded by Councilor Bollinger, to approve the Special Patrol Officer Agreement with East Syracuse Minoa School District for the academic school year 2023-2024 as amended item 5.4 to provide for a substitute if feasible.

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

Nayes: Councilor Motion Carries.

**13. SIRO Program Agreement between the Town of Manlius and Fayetteville-Manlius School District 2023-2024**

Councilor Waters made a motion, seconded by Councilor Italiano, to approve the SIRO Program Agreement with Fayetteville-Manlius School District for Officer Palmer for the academic school year 2023-2024 as presented.

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

Nayes: Councilor Denton.

Motion Carries.

Councilor Waters made a motion, seconded by Councilor Italiano, to approve the SIRO Program Agreement with Fayetteville-Manlius School District for Officer Golden for the academic school year 2023-2024 as presented.

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

Nayes: Councilor Denton.

Motion Carries.

Councilor Waters made a motion, seconded by Councilor Italiano, to approve the SIRO Program Agreement with Fayetteville-Manlius School District for Officer Grogan for the academic school year 2023-2024 as presented.

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

Nays: Councilor Denton.

Motion Carries.

**14. Special Patrol Officer Agreement between the Town of Manlius and Fayetteville-Manlius School District 2023-2024**

Councilor Waters made a motion, seconded by Councilor Nicholson, to approve the Special Patrol Officer Agreement with Fayetteville-Manlius School District for Office Damon for the academic school year 2023-2024 as presented.

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

Nays: Councilor Denton.

Motion Carries.

Councilor Waters made a motion, seconded by Councilor Nicholson, to approve the Special Patrol Officer Agreement with Fayetteville-Manlius School District for Office Hack for the academic school year 2023-2024 as presented.

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

Nays: Councilor Denton.

Motion Carries.

Councilor Waters made a motion, seconded by Councilor Nicholson, to approve the Special Patrol Officer Agreement with Fayetteville-Manlius School District for Office Mehlek for the academic school year 2023-2024 as presented.

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

Nays: Councilor Denton.

Motion Carries.



Councilor Waters made a motion, seconded by Councilor Nicholson, to approve the Special Patrol Officer Agreement with Fayetteville-Manlius School District for Office Leroy for the academic school year 2023-2024 as presented.

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

Nays: Councilor Denton.

Motion Carries.

**15. Muirfield Drainage Assessment – Select & Authorize Recommended Improvement Option**

Councilor Bollinger made a motion, seconded by Councilor Waters, to approve proposed Option 4 as outlined in the Muirfield Drainage Assessment report to improve the drainage retention system as presented.

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

Nays: 0 All in Favor. Motion Carries.

**16. OCWA – One Hydrant and Extension of Water Main – Hoag Rd., Kirkville**

Councilor Bollinger made a motion, seconded by Councilor Italiano, to authorize the Supervisor to sign the agreement as submitted by OCWA to install one hydrant (#15240) in conjunction with the 8” water main on Hoag Road, Kirkville N.Y., at the annual rate of \$82.11 as outlined in the agreement presented.

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

Nays: 0 All in Favor. Motion Carries.

**17. Toshiba Copier Lease – Police Department**

Councilor Nicholson made a motion, seconded by Councilor Italiano, to approve the Toshiba Copier Lease for the Town of Manlius Police Department

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

Nays: 0 All in Favor. Motion Carries.

**18. Reminder – Budget Workshop – September 6<sup>th</sup> at 4:00 PM**

**19. Approval of Minutes – July 26, 2023, and (August 9, 2023 – Tabled)**

Councilor Italiano made a motion, seconded by Councilor Kriesel, to approve the minutes of July 26, 2023, as presented.

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

Abstain: Councilor Denton

Motion Carries.

**20. Approval of Abstract # 16**

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to approve Abstract # 16 in the amount of \$460,052.48 as submitted by Town Clerk Weber.

TOWN OF MANLIUS		
Fund Summary		
Abstract # 16 - 2023		
CODE	FUND	TOTALS
A	General Fund Townwide	\$102,483.97
B	General Fund Part Town	\$1,750.92
DA	Highway Fund Townwide	\$27,986.46
DB	Highway Fund Part Town	\$94,914.13
SR1	Trash	\$205,581.50
SR2	Brush	\$25,187.50
TA2	Trust & Agency	\$2,148.00
	Total	\$460,052.48

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

Nays: 0                                      All in Favor.                                      Motion Carries.

**21. Adjournment**

By motion made by Councilor Kriesel and seconded by Councilor Denton, the Board voted unanimously to adjourn the regular session at 8:17 PM.

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

Nays: 0                                      All in Favor.                                      Motion Carries.

Respectfully Submitted by:

Deborah Witzel  
Deputy Town Clerk