

MINUTES  
TOWN BOARD  
March 22, 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:

Timothy Frateschi, Attorney for the Town. Ann Oot, Town Manager. Allison Weber, Town Clerk. Kayandra Blythe, Deputy Town Manager. Thomas Poitras, Code Enforcement Officer. Robert Cushing, Highway Superintendent. Jason Cassalia, Interim Police Chief.

The following Town Officers Attending Virtually: None

**1. Attendees**

In-Person Meeting Attendees: Grant DeBruin, Fayetteville. Sara Cittadino, Fayetteville. Tim Kelly, Fayetteville. Arnold & Judith Poltenson, Manlius. Mary Teske, Fayetteville. Cheryl Matt, Fayetteville. Mark Matt, Fayetteville. Brian Ackerman, Cazenovia. Laura Cassalia, Manlius.

Virtual Meeting Attendees: Joel Bianchi, MJ Engineering. Karen Ayoub. Charlie Breuer. David Neuman. Robin Tody.

**2. The Pledge of Allegiance**

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

**3. 6:31 PM Appointment of Interim Police Chief**

Councilor Waters made a motion, seconded by Councilor Nicholson, to authorize the Supervisor to sign the Interim Police Chief Agreement between Jason Cassalia and the Town of Manlius as presented to the Town Board.

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

Nays: 0

All in Favor.

Motion Carries.

Councilor Waters made a motion, seconded by Councilor Nicholson, to appoint Jason Cassalia as the Interim Police Chief of the Town of Manlius Police Department as set forth in the Interim Police Chief Agreement.

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

Nays: 0

All in Favor.

Motion Carries.

Town Clerk Weber administered the Oath of Office to Jason Cassalia.

#### **4. 6:35 PM Open Podium**

Grant DeBruin, Fayetteville spoke about his concerns regarding the resignation of former Police Chief. Mr. DeBruin challenged the Town Board to explain the resignation of the Chief of Police.

\* A copy of Mr. DeBruin's comments are on file in the Town Clerk's Office\*

Timothy Kelly, Fayetteville, asked if the 1984 Intermunicipal Agreement is in place? Mr. Kelly asked why the Mayors were not involved in the process? Mr. Kelly asked if the Mayors and the Police Committee would be involved in the hiring process? The Town Board discussed their position on the 1984 Intermunicipal Agreement for the Town of Manlius Police Department and the hiring process for the new Chief of Police.

Arnold Poltenson, Manlius, spoke about his concerns regarding the resignation of the former Chief of Police. Mr. Poltenson stated that the Town Board should have more transparency and the lack of transparency leaves a cloud over the former Chief of Police.

\* A copy of Mr. Poltenson's comments are on file in the Town Clerk's Office\*

Dave Barnwell, Manlius, asked if there has been any more discussion on the intermunicipal agreement for police services in Onondaga County? The Town Board discussed that we provide mutual aid by following NYS GM Law 209-m and Chapter 23 Mutual Aid of our town law which authorizes the Chief of Police of the Town of Manlius the authority to approve mutual aid requests and the government who is requesting mutual aid assumes liability for damages, salaries and other expenses.

Karen Ayoub, Manlius, asked how the intermunicipal agreement for mutual aid for police services differs from the mutual aid for the fire departments and EMT services? The Town Board discussed their position on the mutual aid agreement.

Ms. Ayoub asked the Town Board about their comments regarding the change in the job description for the Chief of Police. Ms. Ayoub asked if the public would have a chance to review and have a discussion regarding the new job description of the Chief of Police? The Town Board discussed the proposed process for drafting the Chief of Police job description.

Comment from Dawn C – "With the resignation of the chief what is the "new direction" the Board is planning?" The Town Board discussed the assessment process for the Chief of Police job description and the selection process for the Chief of Police.

**5. 6:52 PM Nuisance Property Report – 607 Washington Blvd. – Code Enforcement Officer Report**

Code Enforcement Officer Tom Poitras presented his report on the Unsafe Building / Structure located at 607 Washington Boulevard, Fayetteville.

The Town Board discussed the nuisance property and the procedure.

Councilor Kriesel made a motion, seconded by Councilor Nicholson, to authorize the Town Clerk and the Code Enforcement Officer to issue the notice of violation and the order attached to the resolution as prepared by the Attorney for the Town.

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

Nays: 0 All in Favor. Motion Carries.

**6. 6:59 PM Sustainable Manlius – Earthfest Presentation & Expenditure Approval**

Councilor Kriesel gave a presentation on the upcoming Earthfest event. EarthFest will be held at Fayetteville's Canal Landing Park on April 29, 2023 from 10AM to 3PM.

Councilor Bollinger made a motion, seconded by Councilor Denton, to approve the list of expenditures from the Sustainable Manlius Publicity Fund as presented by Councilor Kriesel.

**EarthFest 2023 Budget**

- o Entertainment - Music, \$1,100.00
- o Marketing - Digital and Print Advertising - \$1,100.00
- o Marketing- Printed Flyers - \$200.00
- o Marketing - Radio - \$3,700.00
- o Marketing – Signs - \$650.00
- o Marketing - Wooden Tokens - \$200.00
- o Operations - Bus Driver - \$150.00
- o Operations - Children's Activities - \$250.00
- o Operations - Food Truck - \$900.00
- o Operations - Porta-potties - rental \$750.00
- o Operations – Prizes - \$250.00
- o Operations - Tables and Chairs - \$200.00
- o Supplies - Earth Ball - \$425.00
- o Supplies - Children's Activities - \$250.00
- o Supplies – General - \$250.00
- o Supplies – Volunteer - \$625.00

**Total: \$11,000.00**

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

Nays: 0 All in Favor. Motion Carries.

**7. 7:09 PM Muirfield Drainage Assessment**

Joel Bianchi, M. J. Engineering, gave a presentation on the proposed drainage improvements to Muirfield Drive. The Town Board was presented with four options to rehabilitate / expand the Muirfield Retention System.

Option 1 – Replace vault in kind services. Cost \$144,000

Option 2 – Replace / Enlarge Vault – Cost \$240,000

Option 3 – Redirect Inflow and provide Stilling Basin. Cost \$48,000 = Option 1 or 2

Option 4- Expansion of Vault or Open Basin. Cost \$332,000

The Town Board tabled the matter to speak with residents and potentially bid for construction in the Spring of 2024.

### **8. 7:31 PM Set A Date – Town Board Work Session – Comprehensive Planning**

Councilor Kriesel made a motion, seconded by Councilor Nicholson, to set a date for a Town Board Work Session to review the draft comprehensive plan for the Town of Manlius on April 12<sup>th</sup> at 5:00 PM.

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

Nays: 0

All in Favor.

Motion Carries.

### **9. 7:33 PM Neighborhood Sidewalk Program**

Councilor Denton gave a presentation on the proposed Neighborhood Sidewalk Program. The program would guide residents through the process of creating a sidewalk district to fund, build and maintain sidewalks and multi-use trails, based on the availability of funding and meeting specific project criteria. This program will use Town Law Article 12-A to form a sidewalk district if all criteria is met.

The Town Board tabled the matter for public input and Town Board review.

### **10. 7:46 PM Set a Date for a Public Hearing – Proposed Local Law to Establish a Planned Use District (PUD)**

Attorney Frateschi reviewed the proposed local law.

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to refer the proposed local law to *Amend the Town Code to authorize a Planned Unit Development (PUD) Zoning District in Various Zoning Districts in the Town and Sets Forth Rules and Regulation for Site Development in the PUD* to the Town Planning Board and to the Onondaga County Planning Board as set forth in the resolution prepared by the Attorney for the Town.

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

Nays: 0

All in Favor.

Motion Carries.

Councilor Nicholson made a motion, seconded by Councilor Kriesel, to set a date for a public hearing on April 12 at 6:35 PM to consider the proposed local law to *Amend the Town Code to authorize a Planned Unit Development (PUD) Zoning District in Various Zoning Districts in the Town and Sets Forth Rules and Regulation for Site Development in the PUD* to the Town Planning Board and to the Onondaga County Planning Board as set forth in the resolution prepared by the Attorney for the Town.

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

Nays: 0 All in Favor. Motion Carries.

**11. 7:14 PM Annexation Order to the Village of Minoa – Greiner & Caron Greiner Annexation Order**

Councilor Italiano made a motion, seconded by Councilor Denton, to approve the Order to Annex approximately 4.57 acres of land owned by John and Linda Greiner located on Kirkville Road to the Village of Minoa as presented by the Attorney for the Town.

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

Nays: 0 All in Favor. Motion Carries.

**Caron Annexation Order**

Councilor Italiano made a motion, seconded by Councilor Denton, to approve the Order to Annex approximately 3.79 acres of land owned by Sharon Caron located at 7235 North Central Ave to the Village of Minoa as presented by the Attorney for the Town.

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

Nays: 0 All in Favor. Motion Carries.

**12. 7:54 PM Approval of Minutes – March 8, 2023**

Councilor Waters made a motion, seconded by Councilor Italiano, to approve the minutes of the March 8, 2023, Town Board meeting as presented by Town Clerk Weber.

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

Nays: 0 All in Favor. Motion Carries.

**13. 7:55 PM Approval of Abstract # 6**

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to approve Abstract # 6 as presented by Town Clerk Weber.

TOWN OF MANLIUS  
 Fund Summary  
 Abstract # 6 - 2023

CODE	FUND	TOTALS
A	General Fund Townwide	\$100,414.33
B	General Fund Town	\$7,181.14
DA	Highway Fund Townwide	\$114,707.86
CM1	Police Trust	\$500.00
CM4	Court Special Revenue	\$149.99
SR1	Trash	\$205,581.50
SR2	Brush	\$25,187.50
SW2	Manlius Con Water District	\$29,359.18
TA2	Trust & Agency - Other	\$3,669.50
W80	Schepp Water District	\$220.96
W90	Watervale Water District	\$38.05

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

Nays: 0 All in Favor. Motion Carries.

**14. 7:55 PM Supervisors Report – January & February**

Councilor Bollinger made a motion, seconded by Councilor Denton, to approve the Supervisor’s report for January 2023.

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

Nays: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Denton, to approve the Supervisor’s report for February 2023.

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

Nays: 0 All in Favor. Motion Carries.

**17. 7:25 PM Adjournment**

By motion made by Councilor Waters and seconded by Councilor Italiano, the Board voted to adjourn the meeting.

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

Nays: 0

All in Favor.

Motion Carries.

Respectfully Submitted by:

Allison A. Weber  
Town Clerk