

**April 2, 2018**

The Town Board of the Town of Onondaga met at a regular meeting at 5:00 p.m. on Monday, April 2, 2018 at Town Hall, 5020 Ball Road, Syracuse, New York.

Present:	Supervisor	Thomas P. Andino, Jr.
	Councilman	Charles Petrie
	Councilman	Donald Hamilton
	Councilwoman	Mary K. Ryan
	Town Clerk	Lisa M. Goodwin
	Town Attorney	Kevin M. Gilligan
	Town Engineer	William Perrine

Excused:	Councilwoman	Suzanne Belle
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**1. Highway Superintendent's Report**

None

**2. Parks and Recreation Report**

None

**3. Codes Officer's Report**

Codes Officer, Mr. Ben Vincent was present. Mr. Vincent had nothing additional to report.

**4. Discussion – Contract Bids for HVAC Units at Town Hall**

Supervisor Andino reported that the bid opening for the replacement of the HVAC units at Town Hall was held on Wednesday, March 28<sup>th</sup> at 2:00 p.m. Unfortunately, only two bids were received. The bids that were received were higher than what was expected. The Supervisor and the Town Engineer along with the help of the Town Attorney took a look at why the bids were high and why the response was so low. It was determined that the requirements for the Owners and Contractors Protective (OCP) Liability Coverage was set too high at \$3 million. This amount of coverage is typical for a large project; however, this project is not that large. The Town Attorney is recommending that the bids received are rejected, the specifications are amended to require a \$1 million OCP Policy, the project is advertised and a new bid opening is held.

The Town Engineer also suggested that the Town Board consider amending the specifications of the project to have the crane onsite for one day instead of three or four days. This will save costs as well. The only potential problem is that the crane will be used to remove all of the units at the same time. This will mean there will not be any heat or air conditioning in Town Hall for the few days that the units are being re-installed. The project could be taking place in June or July and things could get uncomfortable, if there's a heatwave. The Town Board agreed that a few days without air conditioning will hopefully not be a problem.

**TOWN BOARD RESOLUTION**

The following resolution was offered by Supervisor Andino, who moved its adoption, and was seconded by Councilman Hamilton,

**WHEREAS**, on Wednesday, March 28, 2018 at 2:00 p.m. a bid opening was held to replace the seven (7) heating, ventilation and air conditioning (HVAC) rooftop units at Town Hall; and

**WHEREAS**, several specification books were distributed to contractors prior to the bid; and

**WHEREAS**, only two vendors submitted bids for the project; and

**WHEREAS**, the bids received were higher than what the Town was expecting.

**BE IT RESOLVED AND DETERMINED**, that because the bids received were higher than expected, the Town Board reject the bids received for the proposed HVAC project received at the bid opening held on March 28, 2018.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**TOWN BOARD RESOLUTION**

The following resolution was offered by Supervisor Andino, who moved its adoption, and was seconded by Councilwoman Ryan,

**WHEREAS**, the Town Board has rejected the bids received at the March 28<sup>th</sup> bid opening for the HVAC project at Town Hall; and

**WHEREAS**, it has been brought to the Town Board's attention that the requirement for a \$3 million Owners and Contractors Protective (OCP) Liability Coverage has been set too high for the size of the project; and

**WHEREAS**, the Town Engineer has recommended the crane be on site for one day to reduce the cost of the project.

**BE IT RESOLVED**, that the Town Board authorize the Town Engineer to amend the specifications for the replacement of seven (7) rooftop HVAC units at Town Hall by reducing the requirement for the OCP Policy from \$3 million to \$1 million; and

**BE IT RESOLVED**, that the Town Board authorize the Town Engineer to amend the specifications for the replacement of the HVAC units to allow for rigging of the seven (7) roof top units to occur in one-day as opposed to multiple days to help save costs with mobilization; and

**BE IT RESOLVED**, that the Town Board authorize the Town Engineer to advertise and hold the public bid opening on Wednesday, April 18, 2018 at 2:00 p.m. at Town Hall.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**5. Attorney's Report**

None

**6. Engineer's Report**

Town Engineer, Mr. Bill Perrine was present. Mr. Perrine reported that Onondaga County has completed the coordinated environmental review for the community development project to take place at Kelley Park this year.

**7. Committee Reports**

**TOWN BOARD RESOLUTION**

The following resolution was offered by Councilman Petrie, who moved its adoption, and was seconded by Councilman Hamilton,

**BE IT RESOLVED**, that the Town Board approve the addition of Ashley Bealer, Robert Mullen, and Dillon Shaw to the membership of the Howlett Hill Fire Department; and

**BE IT RESOLVED**, that the Town Board approve the addition of Jonathan Ingraham to the membership of the South Onondaga Fire Department.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Councilwoman Ryan reported the Onondaga Free Library held their annual business meeting on March 28<sup>th</sup>. The library has once again been voted the Best Library by the readers of the Syracuse New Times. She also reported that in 2017 there were 266,867 items circulated from the library. The Friends of the Library have donated almost \$11,000 to the library. This money will be used to purchase a new bike rack, children's toys and "fast flicks." Councilwoman Ryan also reported that this year, instead of the geranium sale, the Friends will be holding a book sale. The sale will be May 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>. Donations for the sale are being accepted April 27<sup>th</sup> thru May 2<sup>nd</sup>. She is also pleased to report that the Board of the Friends of the Library is currently full, but they are always looking for members and volunteers.

**RESOLUTION OF THE TOWN BOARD  
OF THE TOWN OF ONONDAGA**

***In the matter of approving the 2017 points submitted by the  
Howlett Hill, Navarino, Nedrow, South Onondaga and Southwood  
Fire Departments***

The following resolution was offered by Councilman Petrie, who moved its adoption, and was seconded by Councilwoman Ryan,

**WHEREAS**, the Town of Onondaga (hereinafter Town) sponsors a Service Award Program (hereinafter Program) for active volunteer firefighters of the Howlett Hill, Navarino, Nedrow, South Onondaga and Southwood Fire Departments (hereinafter Departments) in accordance with Article 11-A of the New York State General Municipal Law (hereinafter GML); and,

**WHEREAS**, in accordance with GML §219-a(2)(b), the Departments have the responsibility to maintain all the records of the Program; and,

**WHEREAS**, in accordance with GML §219-a(2)(c) the Departments have submitted a list of all active volunteer firefighters identifying the points earned during calendar year 2017 by each active volunteer firefighter; and,

**WHEREAS**, GML §219-a(2)(d) requires the Town Board to review and approve the listing submitted by the Fire Departments; and,

**WHEREAS**, the Town Board has reviewed the listing and is relying on the certification made by the Fire Departments to the accuracy of the points, and finds no obvious errors with the listing; now, therefore, be it

**RESOLVED**, that the Town Board hereby approves the attached listing of 2017 points submitted by the Fire Departments.

**RESOLVED**, that a copy of this resolution and the 2017 points listing is authorized to be provided to Penflex, Inc., the third-party administrator that assists the Town with the administration of the Program, for the use in determining the contribution owed by the Town in 2018 and paying any benefits from the Program as a result of service credit earned by active volunteer firefighters in 2017.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Supervisor Andino reported that he has received a letter from Onondaga County Department of Emergency Management for an event that they are holding next week on Tuesday, April 10<sup>th</sup> at OCC. The Supervisor plans on attending. He asked that if any of the other Board members would like to attend as well to please let him know by the end of tomorrow so he can rsvp for the event.

**TOWN BOARD RESOLUTION**

The following resolution was offered by Supervisor Andino, who moved its adoption, and was seconded by Councilwoman Ryan,

**WHEREAS**, the CS8120.4 Sewage Collection account is currently underfunding by \$3,809.39 due to an unexpected sewer lateral installation at 4251 Onondaga Boulevard.

**RESOLVED**, that the Town Board approve the transfer of \$4,000 from the Fund Balance to the CS8120.4 Sewage Collection account.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**TOWN BOARD RESOLUTION**

The following resolution was offered by Supervisor Andino, who moved its adoption, and was seconded by Councilman Petrie,

**WHEREAS**, in order to keep account balances positive, the Director of Finance has asked for the transfer of funds from the Contingent Account.

**RESOLVED**, that the Town Board approve the budget transfers as follows:

Account	Name	From	To
A1990.4	Contingent Account	\$4,865.00	
A1620.2	Buildings & Grounds Equipment		\$1,320.00
A1670.2	Central Printing & Mailing Equipment		\$ 305.00
A1950.4	Assessment of Property		\$ 600.00
A5010.2	Highway Administration Equipment		\$1,320.00
A7150.2	Senior Center Equipment		\$1,320.00

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Supervisor Andino reported that over the last week there has been training provided to the Town employees on how to use the new Automated External Defibrillators (AEDs). A training session was held at the Senior Center as well as Town Hall. There will also be a session held at the Highway Department. Supervisor Andino thanked the Parks and Recreation Supervisor, Jack Davisson for providing the training to the employees. Councilman Petrie thanked the Onondaga Hill Fire Department for loaning the manikins to us for the training.

The following accounts were audited and approved for payment on this date, April 2, 2018:

- All General Fund Accounts on Abstract No. 7, numbers 306 through 337 inclusive, totaling \$36,637.27.
- All Highway Fund Accounts, Abstract No. 7, numbers 142 through 164 inclusive, totaling \$68,642.66.
- All Parks Accounts on Abstract No. 7, numbers 32 through 43 inclusive, totaling \$1,795.31.
- All Consolidated Drainage Accounts on Abstract No. 6, numbers 17 through 21 inclusive, totaling \$98.05.
- All Consolidated Lighting Accounts on Abstract No. 4, number 4 inclusive, totaling \$21,724.81.
- All Fire Protection Accounts on Abstract No. 3, number 17 inclusive, totaling \$18,436.65.

**8. Meeting Minute Approval – March 19, 2018**

**TOWN BOARD RESOLUTION**

The following resolution was made by Supervisor Andino, who moved its adoption, and it was seconded by Councilwoman Ryan,

**RESOLVED**, that the Town Board accept the meeting minutes of the Town Board Meeting held March 19, 2018 as prepared by the Town Clerk.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes

Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**TOWN BOARD RESOLUTION**

The following resolution was made by Supervisor Andino, who moved its adoption, and it was seconded by Councilman Hamilton,

**RESOLVED**, that there being no further business to come before the Town Board, the Town Board meeting be adjourned.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Town Board meeting adjourned at 5:38 p.m.

Lisa M. Goodwin, Town Clerk