

# TOWN BOARD AGENDA

Tuesday, March 11, 2025

6:30 p.m.

(Agenda is subject to last minute adjustments/additions.)

1. Call to order
2. Pledge of Allegiance
3. Moment of Silence
4. Reading of the Rules of Decorum at Public Meetings
5. Accountant's Report
  - Monthly Statement of Income
  - Bank Reconciliations – Supervisor
6. Clerk Report
  - Board acceptance of 2/11/25 Regular Meeting minutes
  - Bank Reconciliation for February 2025 – Town Clerk, Tax Collector
  - Payment of bills
7. Code Officer's Report
8. Highway Superintendent Report
9. Town Counselor's Report
  - Facebook - Webpage
10. Deputy Supervisor's Report
  - Main Street Funding – Update
  - State and Municipal Facilities Capital Program (SAM) - Update
  - 2025 Enhanced Patrol Contract
  - Resolution for NYSLRS for all paid, elected and appointed officials who are members of the Retirement System
11. Public Comments
  - In person or through Zoom
  - Identify self by name and address
12. Adjournment

**Town of Pompey**  
Rules of Decorum at Public Meetings  
**Adopted 1-9-2024 & 1-14-25**

This document establishes the procedural rules and decorum guidelines for Town of Pompey public Board meetings both in-person and virtual. The purpose of these rules is to allow for the orderly conduct of Town business that is convenient for the public, fair to all Board Members and, above all else, essential for open, transparent, and effective local governance.

Town Board meetings are required to be held in public for the purpose of allowing the public to observe the meetings. New York State law does not require that a Town Board set aside time at regular meetings for Public Comment, except for the case of public hearings. Public participation is the purpose of a public hearing, which is required prior to the adoption of a local law or ordinance and in other cases, as specified by law.

The Town Board believes that a Public Comment period should be scheduled for each meeting. However, it believes that it is important that all periods of public input – whether they are public hearings or a Public Comment period – should abide by a set of rules that are designed to ensure that good order and civility is maintained at meetings.

The purpose of the Public Comment period is to discuss Town business only. Personal attacks, personal accusations, irrelevant or unduly repetitious communications or other disruptive behaviors that actually disrupt, disturb or impede the orderly conduct of the business of the Board may, at the discretion of the Town Supervisor, incur a warning, recess of the meeting, or other appropriate actions, to allow the Board to resume the orderly conduct of Town business.

Individual problems, concerns or questions of the public should initially be addressed to the Town Supervisor's office, rather than be brought up at Town Board meetings. This will allow the Supervisor to gather the necessary information and /or personnel to address those concerns. If those concerns are not addressed to the satisfaction of the individual, then redress by the entire Town Board may be the next option.

**PUBLIC COMMENT/PUBLIC HEARING/PUBLIC INFORMATION MEETING**

The Town Supervisor, or in their absence, the Deputy Town Supervisor, is the Chair of every Town Board meeting. As such it is the Town Supervisor's right and responsibility to direct meetings and make decisions that will, in their judgment, be to the benefit of all those attending.

Except for the case of Public Hearings or special Public Information Meetings, the Public Comment portion of the meeting is the only time when comments will be permitted by the public, unless a person is otherwise recognized by the Town Supervisor.

Public Comment is an opportunity for the public to address Town business. Examples of Town business, include, but are not limited to: action items before the Town Board; information related to Town business; issues or concerns related to Town operations; and issues or concerns related to Town property or infrastructure.

The Town Supervisor, as Chair of the meeting, shall determine if the matter being discussed is Town business.

Each regular business meeting of the Board will include Public Comment period, which shall be governed as follows:

1. If appearing in person a speaker must sign in to speak. If appearing virtually a speaker must raise their hand and use the Q&A function to communicate their desire and reason to speak prior to the start of the meeting.
2. Comments shall be limited to three minutes per person, with the Supervisor reserving the right to extend it for an additional 2 minutes to complete a thought or comment.
3. Comments shall be directed to the Board as a whole, and not to individual Members.
4. Comments shall be presented in a courteous manner, and not in a threatening or abusive manner.
5. It shall be the decision of the Town Supervisor if it is appropriate to respond to a question.
6. In the interest of allowing all viewpoints to be heard in a timely manner the Town Supervisor may ask speakers expressing similar viewpoints to elect one person from the group to speak on their behalf.
7. If a speaker feels 3-5 minutes is not enough time to speak, they are welcome to leave comments in writing at the meeting, attend a future meeting, or contact the Town, Town Supervisor, or Board Members via phone, meeting, or email beyond the meeting.
8. In the case of a Public Hearing, and at the discretion of the Town Supervisor, speakers may be allowed to speak a second time once everyone has been allowed to speak once.
9. If, in the opinion of the Town Supervisor, comments by a member of the public during the Public Comment, Public Hearing, or Special Public Information Meeting are not related to Town business or in any other way violates these Rules, the Town Supervisor will notify the speaker to either re-direct their comments to Town business or otherwise follow the Rules. If the individual persists to violate these Rules, they will be asked to stop speaking. If after a final warning, the speaker refuses to step down, the Town Supervisor may have the person removed from the Town Board meeting room.

## **REGULAR TOWN BOARD AGENDA**

While an agenda is not required, the Town Board believes, to the extent possible, an agenda should be prepared before a regularly scheduled meeting. To the extent practicable, the agenda should be published on the Town Website 24 hours before a meeting but will always be subject to change given the fluid nature of Town business.

## **TOWN BOARD**

1. Town Board Members must be recognized by the Town Supervisor before making motions and speaking.
2. A Member, once recognized, shall not be interrupted when speaking unless to call the Member to order. If a Member, while speaking, is called to order, such Member shall cease speaking until the question of order is determined, and, if in order, such Member shall be permitted to proceed.
3. There is no limit on the number of times a Member may speak on a question.
4. A Member may, with permission of the Town Supervisor, interrupt a speaker during their remarks, but only for the purpose of clarification and information.
5. All Members shall refrain from personal attacks, personal accusations, irrelevant or unduly repetitious communications or other disruptive behaviors that actually disrupt, disturb or impede the orderly conduct of the business of the Board.
6. Town Board Members may participate virtually but, must have their audio and video on throughout the meeting so that votes may be properly recorded pursuant to the Town of Pompey Code.

Nothing contained herein shall be construed to limit the rights and responsibilities of a Town Board to conduct its meeting under the Laws of the State of New York and the United States of America. Through these rules, it is the intent of the Town Board to offer general guidelines that may make attending Town Board meetings convenient for the public, fair to all Board Members and, above all else, essential for open, transparent and effective local governance.

**TOWN OF POMPEY**  
**CODES ENFORCEMENT OFFICE**

8354 U.S. ROUTE 20

Manlius, NY 13104

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Monthly Report

February 2025

Permits: 5

Completions: 8

# Permit Monthly Report

02/01/2025 - 02/28/2025

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
<b>February 2025</b>						
005-25	02/06/2025	Cindy McGinley	Out Building	7690 Broadfield Rd SBL#: 003.-03-17.0	\$752.00	
006-25	02/13/2025	Mike Frateschi	Addition	3641 Coleman Hill Rd SBL#: 010.-02-11.3		
007-25	02/24/2025	Marco Magallanez	Boiler	3669 Coleman Hill Rd SBL#: 010.-02-10.0	\$89.00	
008-25	02/24/2025	John Lawyer	Generators	2844 Henneberry Rd SBL#: 019.-06-10.0	\$73.00	
010-25	02/26/2025	Elizabeth Wright	Single Family Home	2030 Oran Delphi Rd. SBL#:	\$378.00	
<b>February 2025 Total:</b>					\$1,292.00	\$0.00
<b>Reporting Period Total:</b>					\$1,292.00	\$0.00

# Completion Issued Report

02/01/2025 - 02/28/2025  
 Contact Type: Applicant

Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
001-25	024.-01-02.1	Certificate of Compliance	001-25	Town Of Pompey	8354 Route 20	02/13/2025
					Boiler # of CC/CO :Issued :	1
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
017-23	022.-03-14.2	Certificate of Occupancy	017-23	None	2698 Gardner Rd	02/03/2025
					Addition # of CC/CO :Issued :	1
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
061-23	030.-02-08.3	Certificate of Compliance	061-23	Jeffrey Memannon	1850 Jerome Rd	02/20/2025
					Pole Barns # of CC/CO :Issued :	1
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
066-23	004.-03-51.2	Certificate of Compliance	066-23	Gary Terpstra	7964 Broadfield Rd	02/20/2025
					Out Building # of CC/CO :Issued :	1
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
077-23	003.-02-18.1	Certificate of Compliance	077-23	None	4241 Watervale Rd	02/20/2025
					Addition # of CC/CO :Issued :	1
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
083-23	022.-01-03.2	Certificate of Compliance	083-23	None	7569 Bluegrass Blvd	02/20/2025
090-23	019.-04-11.0	Certificate of Compliance	090-23	Ava Sullivan	2750 Route 91	02/20/2025
					Pole Barns # of CC/CO :Issued :	2
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
110-24	034.-02-19.0	Completed	110-24	Robert Virgil	2224 Oran Delphi Rd	02/03/2025

Demolition # of CC/CO :Issued : 1

Grand Total: 8



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**Fwd: 2025 Enhanced Patrol Contract**

2 messages

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**Supervisor TownOfPompey** <supervisor@townofpompey.org> Tue, Jan 14, 2025 at 3:24 PM  
To: Nikki Reid <townofpompey@gmail.com>, David F Angello <David.F.Angello@jci.com>, David Capriotti <dcapriotti@harrisbeach.com>, Willard Lipe <pompeycouncilor1@townofpompey.org>, James Loomis <pompeycouncilor2@townofpompey.org>, Diana Carpenter <pompeycouncilor4@townofpompey.org>

FYI Tom

----- Forwarded message -----

From: **Jeremy Young** <JeremyYoung@ongov.net>  
Date: Tue, Jan 14, 2025 at 1:42 PM  
Subject: 2025 Enhanced Patrol Contract  
To: supervisorpo <supervisor@townofpompey.org>

Good afternoon Mr. Henry,

It is that time of year again that we are renewing our 2025 contracts. I am writing to inquire if you are interested in renewing the Enhanced Patrol contract for the Town of Pompey for 2025?

If you are interested I have attached a form containing all of the information that we need to get the contract entered. In the past Onondaga County Law has obtained these documents however for efficiency reasons we now request them.

If you could please reply with all necessary forms I would appreciate that and I will get these entered as soon as possible.

If you have any questions relative to the contact please feel free to contact me.

Respectfully,

Captain Jeremy M. Young  
Administrative Executive Officer  
Onondaga County Sheriff's Office  
407 S. State St.  
Syracuse, NY 13202  
(315) 435-3036 ext 1399

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Thomas L. Henry  
Town of Pompey  
8354 U.S. Route 20  
Manlius, NY 13104  
315-682-9877  
supervisor@townofpompey.org



Good Afternoon,

We are in the process of putting your agreement together for the above referenced program. In an effort to improve our contract process we have made a few changes and we will need a few things before we can move forward with the agreement.

The County requires anyone we contract with to complete the attached Conflict of Interest affidavit. I have included an example of our general terms and conditions which will be part of your agreement. Please sign the Conflict of Interest affidavit and have your signature notarized. Please have the completed affidavit scanned and emailed back to me.

Please provide a current W-9 - form attached for ease.

I will also need proof of the following insurance, your general, automobile and umbrella liability as well as proof of your workers compensation and disability benefits on one of the following NYS forms;

W/c on either a NYS C105.2, U26.3, SI-12 or GSI-105.2

Disability on either a NYS DB120.1 or a DB155

General Liability- 1,000,000 per occurrence, 2,000,000 General Aggregate

Automobile Liability- 1,000,000 per occurrence

Umbrella Liability - 1,000,000 per occurrence

Please note, that we will require all of these items from you before your contract request can be entered. Upon receipt of these items, the contract will be submitted through our approval process and sent to our Law Department to be drawn up, reviewed, and approved. Once approved, our Law Department will reach out to you directly regarding execution. Just so you are aware the County utilizes DocuSign to electronically sign our agreements.

Let me know if you have any questions.

Contractor further provides the sworn **Conflict Interest Affidavit**, below, consistent with the terms of this Agreement.

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss.:

Contractor, being duly sworn, deposes and says:

\_\_\_\_\_ (Contractor) agrees that Contractor has no interest and will not acquire any interest, direct or indirect that would conflict in any manner or degree with the performance of the services to be rendered to the County of Onondaga (County).

Contractor further agrees that, in the rendering of services to County, no person having any such interest shall knowingly be employed by Contractor.

**CONTRACTOR**

By: \_\_\_\_\_  
Name:  
Title:

Sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Enhanced Patrol Rate	Estimated 2025 Overtime raises	
Deputy	Hourly Rate	Fringe Rates
Max Deputy Regular/Overtime Rate	\$60.038	
Fica	\$4.593	7.65%
Workers comp	\$1.288	2.15%
Retirement	\$18.552	30.90%
Unemployment	\$0.072	0.12%
Shift differential	\$1.000	
Health		
Dental		
<b>Sub Total</b>	<b>\$85.543</b>	
Vehicle Cost (Includes fuel & maintenance)	\$5.505	
Administrative Cost (includes IOD expense)	\$2.600	
<b>Total</b>	<b>\$93.65</b>	

No OCSPA contract for 2025