

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
September 27, 2018**

At 7:02 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, September 27, 2018, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York.

Supervisor Miller led those present in the Pledge of Allegiance to the Flag.

Upon roll call, the following Board members were present:

Supervisor Kenneth Miller
James Welch, Deputy Supervisor
Michael Lambrix, Councilman
Todd Pipitone, Councilman
Bradley Cook, Councilman

Supervisor Miller suggested that the approval of minutes from the Budget Workshop on September 4, 2018, Budget Workshop on September 11, 2018, Budget Workshop on September 18, 2018, and regular Town Board meeting on August 23, 2018 be approved all together to save time.

Motion was made by Mike Lambrix to approve the minutes of the above workshops and meeting.

Second: Jim Welch

Vote: 3 Ayes. Carried

Councilman Lambrix abstained from voting on the September 18th, 2018 workshop as he was not in attendance.

ATTENDANCE

Also attending was: Marc Carrier, Frank VasCukynas, Bob Kelsch (Sun & Record), Mike Catalano (EMS Advisory Board), and Superintendent of Highways Mike Boesel.

HEARING

There was no official hearing this evening.

COMMUNICATIONS / PUBLIC INPUT

Supervisor Miller had just received, and shared with the board, a communication from Pastor Brassler from the Palmyra Bible Baptist Church. The communication stated that the congregation approved the exchange of \$13,000.00 from the town of Palmyra to the church for the 3.3 acres of vacant land behind the Town Hall.

Also, Art Williams, the village attorney, contacted the Supervisor regarding fees received. This will be discussed later in executive session.

Supervisor Miller asked the Highway Superintendent to report next, as he had another engagement to attend.

**Public Works: Highway Department, Equipment and Facilities -
Councilman James Welch**

1. Highway Department report for September:

**Highway Superintendent Report
For Town Board Meeting
9/27/18**

Since the 8/23/18 Town Board meeting we have completed the following work:

- Brushmowing/Tree work – Cambier Road, Walker Road
- Hauling – sand
- Inter-municipal Assistance
 - 8/30/18 2 Palmyra trucks to assist WC Hwy for hauling assistance
 - 9/5/18 2 Palmyra trucks to assist Walworth Hwy with hauling
 - 9/13/18 1 Palmyra loader/widener to assist Walworth Hwy with shoulder work
 - 9/18/18 1 Palmyra loader/widener to assist Williamson Hwy with shoulder work
- **Summer Road Work** - We slurry sealed the Town-portion of East Foster Street on 8/31/18. This essentially completes most of our major summer roadwork. We intend to continue with some drainage work on Walker Road as time and weather permits.
- **Winter Preparations** – On 8/31/18 I ordered 600 tons of salt and we hauled nearly 800 tons of sand this month. Our salt barn and salt/sand barns are now mostly full. We intend to haul some more sand as time permits. Thru the month of October we will begin to review our snow plows/wings, sanders and tire situations and get trucks serviced and prepared for the winter season.
- **Newark Marion Road Pit** –We need to renew our Mine Permit in October. I have been working with WC Hwy, NYS DEC and Chris Lyon on the renewal paperwork which should be submitted tomorrow.
- **Fall Highway Conference** - Last week, Sept 18-20th, I attended our 89th Annual Fall Highway Conference and Education Symposium held in Verona (Turning Stone Conference Center). As you know, since 2007 I have been one of 20 members of the NYS Association of Town Superintendents of Highway representing all 932 Town Highway Supts across NYS. Our Association keeps Presidents on the Executive Committee for 2 years upon

completion of the Presidency. Last week I completed my first year as immediate Past President of the Association. I have been honored to represent Palmyra and all of Wayne County as the Past President of the Association this past year. Thank you again for your support.

- **Truck Barn Project** – In the past 30 days, LeFrois Builders and our subcontractors have 99.9% completed their scope of work on our project. This week, Martins Door Service adjusted all overhead doors, Main Energy hooked-up our propane supply line, RL Powers had previously completed his heat installation, Kyle Lawrence Electricians have nearly completed our electric system installation, only mandoor emergency lighting and interior outlets remain. Our Palmyra Hwy Crew has also been performing peripheral site grading, general restoration and asphalt patching from our various underground utility work. We will be ready to move-in in October!
- **Kent Street Watermain** – We have been hot asphalt patching around the shop from this project.

Any questions, comments or concerns I will be glad to answer.

The Town Clerk and Highway Superintendent worked on an invitation and posting for the Highway Facility Grand Opening & Worker Appreciation Celebration to take place on Wednesday October 17th, from 8 AM-10 AM. The ad will be placed in the newspaper and posted on Face Book.

(ATTACHMENT A)

The Supervisor also shared a letter from Dolomite regarding the possible closing of Palmer Road, this will be discussed further at the next regular meeting.

Public Input

Marc Carrier, of 399 Garnsey Road, addressed the board regarding the closed landfill and “Palmyra’s pollution”. Discussion ensued, and Mr. Carrier stated that he was under the impression that a letter/report regarding “seepage at the dump” would be discussed. The board has suggested in previous meetings that he contact the DEC for any final reports. Mr. Carrier would also like to be considered when there is a discussion regarding Palmer Rd.

REPORTS OF STANDING COMMITTEES

Supervision---Animal Control, Historian, Finance: Kenneth Miller, Chairman

1. Complete Tentative Budget: The clerk has a complete copy of the Tentative budget that will be later voted on, and then will become the Preliminary Budget. Each board member already had been provided a copy by the book keeper.

2. 2018 Exemption Impact Report: This report from the County, shows how much of the total assessed value, from the final assessment roll, is exempt from the Final Assessment Roll. A copy is kept in the clerk office for viewing.

3. Letter sent to Emergency Services alerting them of change to Code Enforcement: Supervisor Miller sent a letter to Wayne County 911, and the Palmyra, East Palmyra and Port Gibson Fire departments, alerting them that as of August 15, 2018, the Village of Palmyra has taken over code enforcement and building inspection for all properties that are within the village boundaries. All emergencies in the village boundaries will now be directed to the Village Code Enforcement officer.

4. WCWSA: The Supervisor shared a copy of a letter from John Morell regarding the closing of Palmer Rd. No discussion, but the board was asked to review and discussion will continue at the next regular meeting.

5. Report on NYSAC: The fall seminar/ conference for NYSAC was held in Rochester, New York. Supervisor Miller attended many breakouts including: Public Employee relations, Intergovernmental relations, Dispute Resolutions, Value added Purchasing, Sales Tax Trends, Alphabet Soup of Water Contamination, and Role of Land Banks, to name a few.

6. Letter from Attorney Art Williams will be discussed in Executive Session.

**Human Services: Town Clerk, Archives, and Town Hall Facility -
Councilman Bradley Cook**

1. Town Clerk Report: The Town Clerk Report for September will be combined with October.

2. Building: Carpets were cleaned on September 21, 22 & 23, 2018, and a new sub pump was installed in the basement. An extra one was also purchased as the second pump is also deteriorating.

Town Development: IT & Phones, Fire Protection Contracts, and Strategic Plans - Councilman Todd Pipitone

1. The 3 Fire Protection Contracts: The East Palmyra and Port Gibson Fire departments agreed to a 2% increase per year, and the Village of Palmyra agreed to 3% for three years. The hearings for the Fire Contracts will take place before the October meeting in East Palmyra.

Government Operations: Assessor, Youth & Aging, Code Enforcement, Planning Board, and Justices - Councilman Michael Lambrix

1. Assessor's Office Report for September:

**REPORT TO THE TOWN BOARD
FROM THE ASSESSOR'S OFFICE
SEPTEMBER 24, 2018**

Almost 300 Enhanced (Senior) STAR renewal applications were mailed out the first of the month at the same time as the tax bills. Included with these exemption forms, was the form for the IVP (Income Verification Program), for the program that is now mandatory for the 2019 Enhanced STAR. The applications (and supporting documentation) and IVP forms are being returned daily.

*****Also, we will need a new member for our Board of Assessment Review. Derry Jackson has decided not to be reappointed after many years as a member of the Board of Assessment Review. It is not easy to find someone to serve on this board, so it is going to take time to find someone who is willing to do the job. The search needs to start now. We are working on an update for 2019 and it will be a very busy year for the Grievance Board. *****

I am now set up so that I can do work from home after hours for the update. This will be helpful as I will not have to stay after hours at the office. Also, if needed, I can work on weekends as well.

As always, if you have any questions or concerns, please don't hesitate to contact me.

2. Code Enforcement/Zoning Office Report- September: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members prior to the meeting, including a list of building permits and certificates of compliance for August 21, 2018 through September 25, 2018. Councilman Lambrix invited all to read it at their leisure.

3. Minutes from Zoning Board Meeting: None provided at this time.

4. Minutes from Planning Board Meeting: Minutes from Planning Board Meeting on September 10, 2018 were provided to the board for review.

INFORMATIONAL ITEMS

1. Mike Catalano EMS Report: Mr. Catalano reported that he gave Fingerlakes Ambulance the proposed contract, and is waiting to hear back from them.

2. Flu Shot Clinic: There will be a flu shot clinic here at the Town Hall October 19th, 11AM -4PM. This is provided to the public by the Palmyra Pharmacy on E. Main Street. Please bring insurance cards if applicable.

3. Reference Books Gifted to Historians Office/Town of Palmyra: The following two reference books were gifted to the Town of Palmyra and will be kept in the Historians office:

“History of Ontario County New York” – edited by George S. Conover and published on 1893.

“Peer Luck: The Life and Times of Frank Sherman Peer; East Palmyra NY to England and more, as told in his Own Words” – edited by Beth M. Hoad and Sally Valentine, published in 2017.

AGENDA ITEMS

1. Approve: Tentative budget for 2019: Todd Pipitone made the motion to approve the tentative budget for 2019, which will become the preliminary budget upon approval. Mr. Welch asked about the land purchase.

Enter Executive Session: At 7:35 PM, Councilman Pipitone made the motion to enter into executive session to discuss a proposed acquisition of property.

Second: Jim Welch Vote: 4 Ayes. Carried

Exit Executive Session: At 8:14 PM, Councilman Pipitone made the motion to exit executive session.

Second: Mike Lambrix Vote: 4 Ayes. Carried

Upon return from Executive Session, Councilman Pipitone again made the motion to approve the tentative budget for 2019, which will become the preliminary budget upon approval.

Jim Welch seconded, and a roll call vote was requested.

Councilman Lambrix	No
Councilman Welch	Aye
Councilman Pipitone	No
Councilman Cook	Aye
Supervisor Miller	Aye

Vote: 3 Ayes. Carried

The Tentative Budget is now the Preliminary Budget and can be viewed in the Town Clerk’s Office. The hearing will take place at the next regular board meeting.

2. Approve: Approve Supervisor to sign agreement from WCWSA:

Todd Pipitone made the motion for the Supervisor to sign an agreement with the WCWSA with regards to the Village Sewer Project, after approval is given from legal council.

Second: Mike Lambrix Vote: 4 Ayes. Carried

Motion to approve claims and expenditures: Todd Pipitone made the motion to approve claims and expenditures for the month of September 2018, Vouchers #895 thru #1037, totaling \$241,417.97.

Second: Mike Lambrix Vote: 4 Ayes. Carried

Adjourn Meeting: At 8:15 PM, Todd Pippitone made the motion to adjourn the meeting.

Second: Brad Cook

Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Town Clerk

ATTACHMENT A

**ANNOUNCEMENT FOR HIGHWAY
FACILITY GRAND OPENING**

Budget Workshop: TUESDAY, October 16th, 2018
7:00 PM Palmyra Town Hall

NEXT REGULAR MEETING: THURSDAY October 25th, 2018
7:00 PM – East Palmyra Fire Department