REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
DECEMBER 10, 2013

At 7:30 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Tuesday, December 10, 2013, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, New York.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Upon roll call, the following Board members were present:
    Kenneth Miller, Supervisor
    James Welch, Deputy Supervisor
    David Nussbaumer, Councilman
    Todd J. Pipitone, Councilman
Michael Lambrix, Councilman, was absent.

ROLL CALL

Also attending were Larry and Pam Brown, John Rush, Lindsey Bradley, Nancy Hackett Cushman, and Palmyra Highway Superintendent Mike Boesel.

ATTENDANCE

COMMUNICATIONS

There were no official communications, however, Supervisor Miller wanted to discuss an "unexpected thing" that happened at the Town Hall. Two of the four drives have died on the town server, causing it to be inoperable. He pointed out that the board will be discussing a few options for this problem. A "bandage" fix for the time being, costing approximately $1500.00, would allow the bookkeeper to close her 2013 books, allow upcoming Town & County taxes to be collected, as well as the many other tasks done at the town level. This would also allow the board to look carefully at each option, and not be forced to make any hasty decisions. Other options include a new server (cost of $5,000.00-$6,000.00) and "cloud" computing (using a "virtual server"). One concern is whether we are receiving proper service from Time Warner to accommodate cloud computing. Councilman Pipitone also pointed out that all operating systems may not be supported on a new server. This topic will be addressed in the very near future.

UNEXPECTED COMPUTER SERVER PROBLEMS

REPORTS OF STANDING COMMITTEES

Motion was made by Todd Pipitone to table the "Reports of Standing Committees" until the December 26, 2013 meeting.

MTN: TABLE COMMITTEE REPORTS

    Second: Dave Nussbaumer   Vote: 4 Ayes. Carried.

INFORMATIONAL ITEMS

MUNICIPAL SHELTER REPORT

1. **Municipal Shelter Inspection Report:** On 11/08/2013, the regular inspection of the Palmyra Municipal Dog Shelter was completed. As Dave Nussbaumer pointed out, everything "looked good", and all areas were satisfactory on the report.

EMS ADVISORY BRD. MEETING

2. **EMS Advisory Board Meeting Report:** A copy of the Advisory Board Minutes from November 20th, 2013 was supplied to the board. There were no further questions about the report, however, John Rush asked Supervisor Miller for an update about the water tank on N. Creek Rd. Supervisor Miller said that he had spoken to the Wayne County Water and Sewer Authority, and that the project to put an antenna atop the water tower was moving forward, but it was unknown as to how fast. He further stated that "the ball was back in their court".

TOWN SMOKING POLICY W/ EXAMPLE OF VILLAGE POLICY

3. **Revisit Town Smoking Policy:** Councilman Mike Lambrix was unavailable to discuss the information he obtained about the Town Smoking Policy, but before the subject was tabled for a later date, Highway Superintendent Mike Boesel shared with the board the Village of Palmyra Employee Smoking Policy. It reads as follows:

> *"In accordance with the NYS, Clean Indoor Air Act (PHL, Article 13-E), smoking is prohibited in all Village buildings; other enclosed or covered spaces, motorized Village equipment, and vehicles. Department heads and Superintendents are charged with enforcing this policy. Employees who violate this policy shall be subject to discipline pursuant to their collective bargaining agreement. Notwithstanding the foregoing, an employee who violates this policy which results in a fine being imposed by the State of New York or an agent thereof shall reimburse the Village of Palmyra by way of cash reimbursement or payroll deduction."*

MTN: TABLE SMOKING POLICY INFORMATION

Motion was made by Dave Nussbaumer to table any new information regarding the smoking policy until Mike Lambrix is available.

    Second: Todd Pipitone   Vote: 4 Ayes. Carried.

CORNELL CO-OP EXT. WILL CONDUCT ENERGY CONSERVATION WORKSHOP

4. **"Save Energy, Save Dollars":** Reminder that this Thursday, December 12th, 7-8:30 PM, at the Palmyra Town Hall, the Cornell Cooperative Extension is conducting a free workshop about reducing energy bills, and low cost / no cost energy conservation methods. Todd Pipitone mentioned that all are welcome, but it is recommended that you pre-register for the

meeting as they are giving out three free, compact fluorescent light bulbs to each attendee.

5. **New Software for Highway Department:** Highway Superintendent Mike Boesel explained that the highway department has been using a DOS system for their bookkeeping that has not been supported since 1983! It has gotten to the point where they are unable to replace hardware that utilizes such antiquated software, and are now hoping to purchase ACCESS based software. Mike Boesel met with the Village board on December 2nd, 2013, where they agreed to pay 50% of the $4500.00 cost of the software. Jim Welch asked when this system would be in place, and Mike explained that if the purchase is approved by the Town Board this evening, "Beth" would help with implementation and training, and it would be up by mid- January 2014.

VILLAGE BRD. APPROVES SHARING HWY. SOFTWARE COST W/ TOWN

6. **Hogback Hill/Dolomite Culvert Contract:** Highway Superintendent Mike Boesel has been the point person for the culvert project with Dolomite. He explained that for the permit, Section 149 of the Highway Law allowed for the types of pipes that were used. As for the agreement, the exact wording for the contract was still not finalized between the Town and Dolomite, but   Monroe County is being used as an example. There   were   still   a   couple points being looked at, one being an annual fee (typically $1.00 per year to make the contract binding), and the second being how the road could be reclaimed by the Town of Palmyra if need be in the future. The Town is asking that Dolomite pay for restoring it if needed, and came up an approximate total cost of $20,000.00. John Morrell (our attorney) is working with their attorneys to find the best way to manage the monies in question, including perhaps utilizing one of the several bond companies that Dolomite uses. Dave Nussbaumer asked if the board would see a final contract once it was properly worded. Supervisor Miller said that they would, and also stated that he has been out to visit the culvert area with Mike Boesel, and that they did a great job on this project.

HOGBACK HILL/ DOLOMITE CULVERT CONTRACT NEGOTIATIONS

AGENDA ITEMS

1. **Approve: Agreement for Shelter Services:**   Dave Nussbaumer made the motion to approve the Agreement for Shelter Services with the Humane Society of Wayne County effective for the period 01/01/2014 through 12/31/2015. (Attachment A)

MTN: APPROVE AGREEMENT FOR SHELTER SERVICE W/ HUMANE SOCIETY OF WC

Second: Todd Pipitone   Vote: 4 Ayes. Carried.

MTN: APPROVE PURCHASE OF NEW SOFTWARE FOR HIGHWAY DEPARTMENT

2.   Approve: Purchase of New Software for Highway Department: Before a motion was made to approve the purchase of software, it was clarified that the Town was not "on the hook for the entire amount" of purchase, but for half, and the Village would be invoiced at the same time for the other half of the cost.

Jim Welch made the motion to approve the purchase of new software for the highway department for $4500.00, but that the Town's share was not to exceed $2250.00.

            Second: Todd Pipitone   Vote: 4 Ayes. Carried.

MTN: ADJOURN MEETING

3.   Motion to Adjourn: At 7:53 p.m., Dave Nussbaumer made the motion to adjourn the meeting.

            Second: Jim Welch   Vote: 4 Ayes. Carried.

Respectfully submitted,

Irene Unterborn
Palmyra Deputy Town Clerk

ATTACHMENT A: AGREEMENT FOR SHELTER SERVICES WITH THE
                        HUMANE SOCIETY OF WAYNE COUNTY

NEXT MEETING
THURSDAY, DECEMBER 26, 2013 - 7:00 PM
PALMYRA TOWN HALL