

**REGULAR MEETING OF THE TOWN BOARD
September 25, 2008**

At 7:30 p.m., Supervisor Lyon called to order the regular town board meeting, scheduled to be held on Thursday, September 25, 2008, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, NY.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Upon roll call, the following board members were present:

- David C. Lyon, Supervisor
- James Welch, Councilman
- Kenneth Miller, Councilman
- David Nussbaumer, Councilman
- Councilman Mike Lambrix was absent.

ROLL CALL

Also attending the meeting:

Roy Wilck, Billie Rae Walker--reporter from the *Courier-Journal*, Bob Grier--Code Enforcement Officer, Elizabeth Rowe, representing Stillwood Study Center.

MEETING ATTENDANCE

Motion was made by Dave Nussbaumer to approve the minutes of the August 28, 2008 meeting of the Town Board.

**MTN: APPRV
8/28/2008 TOWN
BOARD MTG
MINUTES**

Second: Jim Welch

Vote: 4 Ayes. Carried.

COMMUNICATIONS

1. Voting Machine Custodian Resignation: A letter from Fred Trowbridge to Supervisor Lyon was received on September 25. He wanted to notify the Town Board that he is resigning his position as Voting Machine Custodian for the Town. He has also notified the Wayne County Board of Elections.

VOTING MACHINE CUSTODIAN RESIGNS

**BOARD OF
ELECTIONS
APPOINTS NEW
CUSTODIANS**

2. New Voting Machine Custodians Appointed: The Board of Elections notified the Town Clerk that they have previously received word from the second Voting Machine Custodian, Lyman Kaller, of his request to resign. The BOE then named Mike Hannan (Republican) and Bob Zanin (Democrat), to fill these positions. Hannan and Zanin have been officially appointed by the Election Commissioners and by both parties to be the new Palmyra Voting Machine Custodians. Training and instructions are taken care of by the Board of Elections. They added that there is no further action needed by the Town Board concerning this at this time.

REPORTS OF STANDING COMMITTEES

**Buildings and Grounds Committee – Kenneth Miller,
Chairman**

**BUILDINGS AND
GROUNDS
REPORT**

1. Repair of Light Bulbs: Ken Miller noted that some lights are out in the parking lot and on the Town Hall's front portico, but that a lift truck will be necessary to replace the bulbs.
2. Town Hall Cupola Repair: It was decided that the Town Hall cupola needs repair before winter sets in. Ken had received two quotes. Earl Johnson would install wooden window louvers, prime with an oil primer and paint for \$2,500. Best Construction offered two options: a) replace windows with vinyl siding and trim for \$7,900; and b) put vinyl on the entire section for \$10,880.

**MTN: HIRE EARL
JOHNSON TO
MAKE REPAIRS
TO CUPOLA
ATOP TOWN
HALL**

Ken said he would like to re-bid the cupola job in the future to ultimately make it maintenance free. Bob Grier stated he prefers painting to vinyl. Dave Lyon asked Ken if the low quote is okay for now. Ken indicated that he is alright with that, and made the motion to hire Earl Johnson to replace the windows in the cupola with louvers, to oil-prime and paint them, not to exceed \$2,500.

Second: Dave Nussbaumer

Vote: 4 Ayes. Carried

**TABLE QUOTES
FOR SEALING
PARKING LOT**

3. Quotes for Sealing of Town Hall Parking Lot: Ken said he wished to table discussion of sealing the parking lot at Town Hall until the next Town Board meeting.

Highway Committee – James Welch, Chairman

Highway Department Monthly Report: In his report for September, Highway Superintendent Mike Boesel outlined projects his crew has worked on during the month:

Highway Superintendent Report For Town Board Meeting--09/25/2008

Since the 8/28/08 meeting we have completed the following work:

- Ditching –Port Gibson Rd, Hogback Rd, Garnsey Rd
- Culvert Replacement – Port Gibson Rd, Palmer Rd
- Sign Maintenance – entire Town
- Inter-municipal Assistance
 - 9/2/08 – 3 Palmyra trucks to Macedon for paving work
 - 9/3/08 – 9/5/08 WC Dozer in our pit for reclamation work
 - 9/5/08 – 9/19/08 Palmyra grader to Newark-Marion Road project for WC use

Other miscellaneous items include:

- SMSI Grant 07-08 – The Contract was signed and returned mailed immediately following the 8/28/08 TB meeting. IMA's are being reviewed. According to Myra at NYS DOS, we can (and should) go out to bid any time now to take advantage of better equipment pricing before another price increase. I request permission to bid the three equipment pieces at this time (rubber-tire excavator, bucket truck, street sweeper/CB cleaner).
- LGE Grant 08-09 – In late July we received notice that a new round of grants would be available in 2008-09. This Local Government Efficiency (LGE) grant title name replaces the SMSI grant title name. There are multiple application deadlines for this grant. I have been talking about some ideas for another attempt at this grant with Pal-MacCSD, Walworth, Marion and the Village of Palmyra. I have also talked with Stu Brown's office. Stay tuned.
- Highway Dept Building maintenance – During the weeks of 9/15 to 9/25 we had to perform roof maintenance to our lower red barn. We used several existing pails of aluminum roof cement. We also prepared the floor of our other red 'planetarium' barn in order to install some used shelving units obtained from Santelli's.
- Wind Storm 9/14-9/15 – We were called out twice by WC 911 for wind damage around the Town on Sunday night and Monday morning. Monday morning, Mike Paul and I took care of various trees and/or braches that were either down on/across or partially across several of our roads. We were out from 4:30am to 7:30am and the entire crew spent all of Tuesday finishing the storm cleanup work.

**HIGHWAY
DEPARTMENT
REPORT FOR
SEPTEMBER**

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DEPARTMENT
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SEPTEMBER**

- Winter Preparations - We have 1000 tons of salt. In the past 30 days we have hauled over 1500 tons of sand, we have gotten all the plows out and accessible, started checking out sanders and have started to re-install some truck plow frames.
- Equipment – We have some equipment purchases yet to make this year, along with some we decided against.
 - Bob Grier's Ford Ranger should be arriving in mid-October
 - I request permission to purchase a plow for our F250 (from Bob), budgeted item.
 - I request permission to purchase a 4:1 fax/copier/scanner/printer, budgeted item.
 - Next month I should have quotes for a new plow for T18, budgeted item.

Any questions, or concerns I will be glad to answer when I return from our Fall Highway Conference.

**MTN: APPROVE
HWY SUPT TO
BID 3 PIECES OF
EQUIPMENT AS
PART OF SMSI
GRANT**

Mike also stated at the meeting that following the recommendation of Myra at the NY DOS, Mike asked Town Board members for permission to bid the 3 equipment pieces (rubber-tire excavator, bucket truck and street sweeper/CB cleaner) at this time, before another price increase. Jim Welch made the motion to permit Mike to bid the three equipment pieces at this time.

Second: Dave Nussbaumer

Vote: 4 Ayes. Carried

**Planning and Economic Development Committee – Michael
Lambrix, Chairman**

**NO PLANNING
BOARD MTG. IN
SEPTEMBER—3
FIRE DEPT
CONTRACTS IN
THE WORKS**

1. The Town Planning Board did not meet during the month of September. It was also noted that Mike Lambrix is working on the three Fire Department contracts, which need to be re-negotiated before the end of 2008.
2. Appoint New Planning Board Member: At the August 28, 2008 Town Board meeting, the motion was approved to accept the resignation of long-time Planning Board member Lyman Kaller. Since that meeting, a letter was received from Nelson Claeysen indicating his interest in serving on the Town Planning Board.

In addition to Nelson’s qualifications, Supervisor Lyon was pleased to receive this letter because Nelson is a county mapper, and because he lives in the East Palmyra area, and is replacing an East Palmyra resident.

Dave Nussbaumer made the motion to appoint Nelson Claeysen to the Town Planning Board, replacing Lyman Kaller.

Second: Jim Welch

Vote: 4 Ayes. Carried

**MTN: APPOINT
NELSON
CLAEYSEN TO
TOWN
PLANNING
BOARD**

Zoning Committee – David Nussbaumer, Chairman

- 1. CEO Report for September: Code Enforcement Officer Bob Grier submitted his monthly report for September summarizing activity through September 25, 2008. After review, the board had no further questions.

**CEO REPORT
FOR JULY**

- 2. Update on Construction Sites: *Willow Landing Apartments*--Bob updated the Board on the work being done on Phase 2 of Willow Landing. The new apartments are almost done. Landscaping and paving of the driveway and parking areas are going on now. They should be ready to rent mid-October.

**WILLOW
LANDING
APARTMENTS
ALMOST
COMPLETE**

Fairgrounds--The steel building is almost complete. Construction had to be stopped during Wayne County Fair week, but it started up again after that.

**NEW BUILDING
AT FAIRGROUND
ALMOST DONE**

Cross Creek Church—The new church on Route 31 has received its Certificate of Occupancy, and is planning to celebrate its opening day on October 5.

**CROSS CREEK
CHURCH READY
FOR OPENING**

Garlock Sealing Technologies—Garlock is now demolishing the third building in its plan for major renovation. They expect to start the construction of the new building next year.

**GARLOCK
DEMOLISHING
3RD BUILDING**

- 3. Zoning Board Meeting Minutes: The minutes of the September 11 Town Zoning Board were included with the packet of information to Town Board members, who read them over and had no further comment.

**ZONING BOARD
MINUTES READ
WITHOUT
COMMENT**

INFORMATIONAL ITEMS**TOWN CLERK'S
OFFICE REPORT
FOR
SEPTEMBER**

1. **Town Clerk's Office Report for September:** School tax collection, sporting license sales, and payment of water bills, dominated work in September. Several hundred more unlicensed dogs have been found by the Dog Enumerator. Work on the Southwest Quadrant Sewer District and the Johnson-Floodman Water District appear to be in their final stages. Updating Burial Permits and work on the Web site were other projects accomplished during September. Board members read the report and had no comment.

**ASSESSOR'S
REPORT FOR
SEPTEMBER**

2. **Assessor's Report for September:** Many Senior residents have applied for the enhanced STAR program. Final 2008 equalization rate is 100% because of the townwide reassessment. Small claims hearings have been held and are awaiting determination by Hearing Officers. The copier in the Assessor's office has been replaced—at no cost to the Town—because of the contract arrangement and too-frequent calls to the repairmen.

AGENDA ITEMS**MTN: APPROVE
PROPOSED
COURSEWORK
FOR 2008-2009
AT STILLWOOD
STUDY CENTER**

1. **Stillwood Study Center:** Town Board members had read the list of anticipated courses for the upcoming year at Stillwood Study Center on Shilling Road. Elizabeth Rowe, representing Stillwood, was in attendance to answer any questions. The Board thanked her for coming and for preparing the list of course offerings. They asked about having sufficient parking space for their events—which had been a concern when the original agreement was made. The Board was reassured that there are enough parking spaces. They had no problem with the list. Dave Nussbaumer made the motion to approve the list of courses for the upcoming year, not to exceed parameters in the original agreement.

Second: Ken Miller

Vote: 4 Ayes. Carried

2. **Highway Department Requests for Purchases:** Mike Boesel provided the Board copies of several options for a 4-in-1 color laser printer/copier/scanner/fax unit. His choice is a Samsung Model CLX-3175FN, at a cost of \$299.98. It is at or below the State contract price, and is available online through Staples. Jim

Welch made the motion to approve the Samsung printer/copier/scanner/fax unit for the Highway Department, not to exceed \$299.98.

MTN: APPROVE OFFICE EQUIPMENT FOR HIGHWAY OFFICE

Second: Dave Nussbaumer Vote: 4 Ayes. Carried.

Mike Boesel's second request, a pick-up truck plow to fit Bob Grier's former truck that is now in the Highway Department, received two quotes. Beam Mack Sales & Service in Horseheads, NY, offered three alternatives, while John M. Bodak in Macedon, offered two alternatives. Bodak's prices were about \$1000 less than Mack's. Mike's recommendation was "Furnish Western Ultra-Mount Pro Plus at Municipal Pricing (\$3,156) + Labor to Install Plow Unit of Customer's Choice (\$300) for a 2008 Ford F-250 4x4, with Night Hawk headlights and hand-held control." Mike added that this had been budgeted for 2008.

Jim Welch made the motion to approve the Western Ultra-Mount Pro Plus at \$3,156 + Labor at \$300 for a 2008 Ford F-250 4x4, with Night Hawk headlights and hand-held control, not to exceed \$3,456.

MTN: APPROVE WESTERN PLOW FOR FORD F-250 TRUCK

Second: Dave Nussbaumer Vote: 4 Ayes. Carried.

- 3. Septic Sludge Permits: At this time each year, both Septic Sludge Haulers in Palmyra receive their DEC permits to continue to operate their businesses. We send them applications "for Permit to Collect, Transport, and Dispose Human Sewage and Septic Sludge Waste Materials."

Both have returned their applications, along with their \$100 annual fee to operate in Palmyra, and their new DEC permits. Town Board members received their packets of information. There were no questions or objections. Ken Miller made the motion to approve the Septic Sludge Permit for East's A-1 Septic Tank Service.

MTN: APPROVE SEPTIC SLUDGE PERMIT FOR EAST'S A-1 SEPTIC TANK SERVICE

Second: Dave Nussbaumer Vote: 4 Ayes. Carried.

Dave Nussabumer made the motion to approve the Septic Sludge Permit for Gene East Septic Tank Service.

MTN: APPROVE SEPTIC SLUDGE PERMIT FOR GENE EAST SEPTIC TANK SERVICE

Second: Jim Welch Vote: 4 Ayes. Carried.

**MTN: SET
PUBLIC
HEARING DATE
FOR 3 FIRE
DISTRICTS
CONTRACTS**

4. Schedule Public Hearing Date: The three Fire Districts which service the Town of Palmyra have contracts which end December 31, 2008. It is important to schedule a Public Hearing date for representatives and residents of each Fire District to have their say concerning the contracts. Ken Miller made the motion to schedule the Public Hearing on Thursday, October 23, 2008, at 7:30 p.m., at the East Palmyra Fire Hall, 4125 Tellier Road, East Palmyra.

Second: Dave Nussbaumer

Vote: 4 Ayes. Carried.

**MTN: SCHEDULE
SPECIAL
BUDGET
MEETING**

5. Schedule Special Budget Meeting: Supervisor Lyon apologized for not having the 2009 Tentative Budget information available for Town Board members at this meeting. Since he has been ill for quite some time, he was unable to get all the information ready. The last day to have a special Budget meeting is September 30th, He suggested that we have the meeting then. Dave Nussbaumer made the motion to hold a Special Budget Meeting on Tuesday, September 30, at 7:30 p.m., at the Palmyra Town Hall. This would be when Board members would officially receive the 2009 Tentative Budget and, if approved, it would then become the Preliminary Budget, and available for all to consider at a Public Hearing after that. Dave Nussbaumer made the motion to hold a Special Budget Meeting on Tuesday, September 30, 2008, at 7:30 p.m. at the Town Hall.

Second: Ken Miller

Vote: 4 Ayes. Carried.

**MTN: SCHEDULE
PUBLIC
HEARING FOR
2009 TOWN
BUDGET**

6. Set Budget Hearing Date: Dave Lyon suggested that a Public Hearing Date for the residents to address the Town Board concerning the 2009 Town Budget be set for Thursday, November 6, 2008. This gives plenty of time for interested parties to look over the Preliminary Budget, and for legal notices to be posted and published announcing the Public Hearing. Dave Nussbaumer made the motion to hold the Public Hearing for the 2009 Preliminary Budget on Thursday, November 6, 2008, at 7:30 p.m., at the Palmyra Town Hall.

Second: Jim Welch

Vote: 4 Ayes. Carried.

- 7. Approve Abstract #156: Dave Nussbaumer made the motion to approve the claims and expenditures shown on Abstract #156, which includes Voucher Numbers 9575 through 9580-- vouchers already paid--for \$19,580.06; and Voucher Numbers 9581 through 9642--vouchers to be paid--for \$109,905.01.

**MTN: APPROVE
ABSTRACT #156**

Second: Ken Miller

Vote: 4 ayes. Carried.

At this point, Supervisor Lyon reminded those in attendance that the October Public Hearing and Town Board meeting would be held at the East Palmyra Fire Hall, on Thursday, October 23, at 7:30 p.m.

**NEXT TOWN
BOARD
MEETING AT
EAST PALMYRA
FIRE HALL**

It is customary for the April and the October meetings of the Town Board to be at the East Palmyra Fire Hall. They are gracious hosts for our meetings.

- 6. Motion to Adjourn: At 8:02 p.m., Dave Nussbaumer made the motion to adjourn the meeting.

**MTN: ADJOURN
MEETING**

Second: Jim Welch

Vote: 4 Ayes. Carried.

Respectfully submitted,

Lyndall Ann P. Green
Palmyra Town Clerk

NEXT MEETING:

**PUBLIC HEARINGS FOR FIRE DISTRICT CONTRACTS
AND REGULAR TOWN BOARD MEETING
THURSDAY, OCTOBER 23, 2008, 7:30 P.M.
EAST PALMYRA FIRE HALL**