

REGULAR MEETING OF THE TOWN BOARD

**PALMYRA TOWN HALL
NOVEMBER 20, 2008**

At 7:37 p.m., Supervisor Lyon called to order the town board meeting, scheduled to be held on Thursday, November 20, 2008, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, New York.

CALL TO ORDER

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

PLEDGE TO THE FLAG

Upon roll call, the following board members were present:

- David C. Lyon, Supervisor
- James Welch, Councilman
- David Nussbaumer, Councilman
- Kenneth Miller, Councilman
- Michael Lambrix, Councilman

ROLL CALL

Also attending the meeting: Palmyra Highway Superintendent Mike Boesel, Ann Guest, Donna Wirth and Billie Rae Walker, reporter for the *Courier-Journal*.

MEETING ATTENDANCE

Motion was made by Ken Miller to approve the minutes of the November 6, 2008 budget hearing and meeting of the Town Board.

Second: Dave Nussbaumer Vote: 5 ayes. Carried.

**MTN: APPRV
11/6/2008 TOWN
BOARD MTG
MINUTES**

COMMUNICATIONS

Palmyra resident Dr. Agnes Griffith sent a letter to Town Board members requesting several parking lot spaces on the west side of the Town Hall be designated Handicapped Parking spaces. Discussion included that spaces currently in the west parking lot are close to the building with a minimal amount of walking. The few steps leading to the front door are not steep, and have a handrail to hold on to.

**HANDICAPPED
PARKING
REQUEST**

There are signs posted in the front (west) parking lot with arrows pointing to the south parking lot where there are four fully compliant handicapped parking spaces, clearly marked, and with sidewalk and ramp facilities for those who need them. The Board directed the Town

Clerk to send a letter to Dr. Griffith to let her know the Town Hall is currently in compliance with handicapped parking regulations and that to add spaces in the front (west) parking lot would require incurring major taxpayer funds to create sidewalk changes and to build a ramp.

REPORTS OF STANDING COMMITTEES

Buildings and Grounds Committee – Kenneth Miller, Chairman

Ken Miller reported only a few minor items needed work during the past month at Town Hall.

Ken had looked into having the carpets shampooed in the front foyer, the length of the front hallway, in the niche where customers stand when they visit the Town Clerk's office, between the inner and outer doors at the south and west entrances, and all the mats in the entranceways and front foyer. The last time Town Hall carpets were shampooed was four years ago. Ken received four quotes ranging from \$300 to \$589.

**MTN: APPROVE
CARPET
CLEANING AT
TOWN HALL**

Ken Miller then made the motion to hire Finewood Carpet Cleaning to professionally shampoo the carpeting in the front hall not to exceed \$300.00

Second: Dave Nussbaumer Vote: 5 Ayes. Carried.

Highway Committee – James Welch, Chairman

1. Highway Department Report: Mike Boesel provided Town Board members a Highway Department report:

Highway Superintendent Report
For Town Board Meeting November 20, 2008

Since the 11/6/08 meeting we have completed the following work:

**HIGHWAY
REPORT**

- Brushmowing – Walker Road
- Snowfence Installation – Maple Ave, Daansen Road
- Trucks readied for winter
- Inter-municipal Assistance
 - 9/5/08 – present Palmyra grader to Wayne County Hwy for WC use cutting shoulders

- Plowing/Sanding – We made our first run of the season on Tuesday morning 11/17/08. We have been out the past three mornings for a total of 4 runs.

Other miscellaneous items include:

- **SMSI Grant 07-08** – All four Boards have approved the Inter-Municipal Agreements (IMA's). I am in the process of getting signatures from all Supervisors/Superintendents. We have been out to bid on the equipment since 11/10. Bid Opening was this morning at 9am. Attorney Rubery is currently reviewing the individual bid packages. On 11/13 we received our executed Contract with the NYS DOS ensuring our grant money for this shared equipment purchase.
- **LGE Grant 08-09** – We are continuing to talk about some ideas for another attempt at this grant with PMCSD, Walworth, Marion and the Village of Palmyra. I have also talked with Stu Brown's office. Stay tuned.
- **Winter Preparations** – We continue to prepare the fleet for the winter season and have started working some bugs out in the past three mornings. All trucks, sanders and plows are in use and ready for the season. Trucks have been getting serviced as well. We started snowfence installations and will continue as time and weather permits.
- **Treework** – As time and weather permits throughout the winter we will be performing some treework on our roads and some brushmowing.
- **Equipment** – We have some equipment purchases we have been working on.
 - Sander Controls for trucks (quotes provided) recommend Smart Systems for NTE \$4950 ea.
 - Fuel Island Generator – still acquiring information/quotes from vendors.

**HIGHWAY
REPORT**

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

Mike Boesel added that because he worked quickly securing paperwork, agreement between municipalities and signatures our request was one of the last to get included in this year's budget and before state budget freezes were announced.

2. SMSI Grant Purchases Bid Report: Mike Boesel told board members that bids had been opened this morning (November 20) for the Aerial Lift Truck, the Rubber Tire Excavator, and Vacuum Street Sweeper. Deputy Town Clerk Irene Unterborn

**SMSI GRANT
PURCHASES BID
REPORT**

was the "official witness" and submitted the report. All bids were taken to Paul Rubery, Town Attorney, for careful consideration of appropriate bid application procedure before any bids could formally be awarded.

3. Purchase of Sander Spreader Control Units: Mike Boesel inquired about three quotes for sander spreader control units on Town trucks, but received only two quotes in reply. Smart Systems, Inc. of Bath quoted \$4,375.00 plus \$575 for installation of each one, for a total of \$4,950.00. Tenco USA of Lakeville quoted \$5,623.00 including installation for each. Mike wanted these controls on two trucks, and recommended the Smart Systems quote to Board members. Councilman Jim Welch wanted to know how much savings we could expect after these controls are installed. Mike said one would notice the savings over the life of the truck, not necessarily right away. Dave Lyon added that besides a savings in the cost of sand and salt, there are also ecological benefits--sander controls would spread sand and salt more evenly and should last more miles of application per truck. Jim Welch made the motion to approve the purchase of two Sander Spreader Control Units not to exceed \$4,950 each.

**MTN: PURCHASE
OF SANDER
SPREADER
CONTROL UNITS**

Second: Mike Lambrix

Vote: 5 ayes. Carried.

**Planning & Economic Development Committee – Mike Lambrix,
Chairman**

**PLANNING
BOARD MINUTES
FOR NOV. 10**

1. Planning Board Minutes: Minutes to the November 10th Town Planning Board meeting were provided to Town Board members. They read them without comment.
2. Training for Planning Board Members: A "Resolution to Establish Acceptable Training for Town of Palmyra Planning Board Members" was included in Board members' packets, courtesy of Mike Lambrix. After short discussion, it was decided to table the resolution at this time.

**RESOLUTION
FOR TRAINING
OF PLANNING
BOARD TABLED**

Zoning Committee – David Nussbaumer, Chairman

CEO Report: Code Enforcement Officer Bob Grier submitted his monthly report, summarizing activity through November 20. Board members read the report over without comment.

**CEO REPORT
FOR NOVEMBER**

There was no Town Zoning Board meeting in November.

INFORMATIONAL ITEMS

1. Assessor's Report for November: Board members read over the Assessor's Report without comment.
2. Town Clerk's Report for November: Board members read over the Town Clerk's Report without comment.
3. Passing of Jeanne Drake: Lynne Green brought the death notice of Jeanne Drake to the Board meeting. Jeanne and Jack Drake have volunteered in the Town Clerk's office for almost five years, transcribing town meeting minutes from 1793 through 1949. Jack is now in a nursing home. Both he and Jeanne will be missed.

**ASSESSOR'S
REPORT**

**TOWN CLERK'S
REPORT**

**PASSING OF
JEANNE DRAKE**

AGENDA ITEMS

1. Computer Firewall Support Change: Integrated Systems, the Town computer support servicer, sent the following letter to the Supervisor:

"As a valued client of Integrated Systems I am writing to make you aware of a change in the support policy from the manufacturer of your firewall: Sonicwall. Effective immediately Sonicwall is no longer offering free technical/troubleshooting for your Sonicwall equipment. A valid support contract is needed to trouble shoot your firewall and to receive software and firmware updates. Ongoing software and firmware updates are important to the security of your network. You are only as protected as the latest update. Having Sonicwall Dynamic Support will insure that you

**COMPUTER
FIREWALL
SUPPORT
CHANGE**

have the latest software and firmware updates and advance exchange replacement of defective hardware...."

"Our records show that you do not currently have support for your firewall. The cost for one year of support for your Sonicwall is \$165.00. I strongly recommend that you purchase this service."

Mike Lambrich made the motion to accept the terms of the agreement for Sonicwall Firewall Support Change, from Integrated Systems, not to exceed \$165 per year.

**MTN: APPROVE
COMPUTER
FIREWALL
SUPPORT
CHANGE**

Second: Dave Nussbaumer Vote: 5 ayes. Carried.

Supervisor David Lyon signed the agreement to accept the firewall change.

2. Make December Meeting Change: The scheduled December meeting of the Town Board on December 11 would mean that several Board members would be unavailable. Jim Welch made the motion to change the scheduled meeting to December 4th.

**MTN: CHANGE
DECEMBER
MEETING DATE
TO DECEMBER
4TH**

Second: Mike Lambrich Vote: 5 ayes. Carried.

3. Increase RAM in PCs at Town Clerk's office: In order to boost the power in PCs at the Town Clerk's office, several memory upgrades are needed for Celeste's and Lynne's PCs. Although the cost was below the \$200 minimum required for Town Board approval, it was included in the agenda as an informational item. Celeste has offered to install the RAM with Lynne's approval. Board members felt the request did not boost the capability enough, and recommended even more RAM be looked into and purchased. Since the total purchase was under \$200, no motion was necessary.

**INCREASE RAM
IN PCs AT TOWN
CLERK'S OFFICE**

4. Approve Abstracts #160 and #161: Dave Nussbaumer made the motion to approve the claims and expenditures shown on Abstract #160 (for vouchers already paid), which includes Voucher Numbers 9733 through 9738 for \$19,612.40; and Abstract #161, (for vouchers to be paid) which includes Voucher Numbers 9739 through 9814, for \$95,154.15.

**MTN: APPROVE
ABSTRACTS
#160 & #161**

Second: Ken Miller Vote: 5 ayes. Carried.

5. Motion to Adjourn: At 8:12 p.m., Mike Lambrix made the motion to adjourn the meeting.

**MTN: ADJOURN
MEETING**

Second: Ken Miller

Vote: 5 Ayes. Carried.

Respectfully submitted,

Lyndall Ann P. Green
Palmyra Town Clerk

**NEXT TOWN BOARD MEETING:
THURSDAY, DECEMBER 4, 2008, 7:30 P.M.
PALMYRA TOWN HALL**