

**SPECIAL MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
February 13, 2017**

At 7:02 p.m., Supervisor Kenneth Miller called to order the Special Town Board meeting, scheduled for Monday, February 13, 2017, at the Palmyra Highway Barns, Kent Street, Palmyra, New York.

**CALL TO
ORDER**

The following legal notice (as well as block ad) was run in the Wayne Times.

***LEGAL NOTICE
TOWN OF PALMYRA
NOTICE OF SPECIAL MEETING***

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Palmyra will conduct a Special Meeting on the evening of Monday February 13, 2017, after a Workshop/Public Information Meeting regarding a proposed New Highway Truck Barn in the Town of Palmyra, at the Palmyra Town Highway Facility, Kent Street, Palmyra, New York.

FURTHER NOTICE IS HEREBY GIVEN, that this special meeting is called to transact business related to the proposed Highway Truck Barn, as well as any other business that may come before the Town Board.

Dated: January 30, 2017

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:

ROLL CALL

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

Motion was made by James Welch to approve the minutes of the Town Board meeting which took place on January 26, 2017.

**MTN:
APPROVE
PREVIOUS
TOWN BOARD
MINUTES**

Second: Mike Lambrix

Vote: 4 Ayes. Carried

ATTENDANCE

Also attending was: Dave Doyle (MRB Group), Palmyra Mayor David Husk, Derick Baker, Mike Woodard, Paul Bender ESQ, and Highway Superintendant Mike Boesel.

HEARING

There was no official hearing this evening.

COMMUNICATIONS

There were no communications this evening.

PUBLIC INPUT

There was no public input at this time.

REPORTS OF STANDING COMMITTEES

Please note – Monthly town department reports will be given at the regular town board meeting on February 23, 2017.

Supervision: Animal Control, Human Resources, Historian, and Finance - Supervisor Ken Miller

1. **McGrath Property - 4612 Tellier Rd:** Supervisor Miller explained that the county has had similar problems with property and structures encroaching onto roads, where they have sold that small portion to the property owner so that it does not infringe on any upcoming sales. Mr. Bender, counsel for the McGraths, arrived and further discussion ensued. Town counsel Paul Rubery previously stated to Supervisor Miller that he was not against this idea. Mr. Bender offered to rearrange the right away so there is not an encroachment on the road, fence, or sidewalk. First move was to get permission from the board to move forward, then permission from the bank. The board was in agreement that Mr. Bender should continue. It was agreed that there would be no cost incurred by the town, and that Mr. Bender would provide a new affidavit and resolution in the near future, to be shared with our town counsel before final board approval. Mr. Boesel requested that “if the house/fence were ever removed/lost/razed/etc, then they would not be reconstructed within the typically recognized continuously straight road ROW along the west ROW boundary line of West Street” be included in the verbiage of the upcoming resolution. Councilman Lambrix asked there also be included some sort of “held harmless” in the agreement.

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

1. Town Clerk's Two Day Vacation: The Town Clerk wanted to note that she will be on vacation Monday (town hall is closed for Presidents Day), Tuesday, Wednesday, and will be back Thursday afternoon before the regular town board meeting on February 23rd. She asked to please have new agenda items by Thursday evening February 16th, so she could send a new agenda (at least whatever is available) for next week.

2. Building Update: Doors have been fixed and Councilman Cook met with the Town Clerk and Book keeper for a final list of what needed to complete budgeted Town Hall projects for 2017. The town clerk will be meeting with internal sign representatives and Mr. Cook with the door/lock representative.

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

1. Skid Steer Purchase: Approval to purchase a new skid steer is on the agenda later in the evening. Mr. Boesel also pointed out that the cost of renting one would be about \$1,200.00 per month, and owning one averages out to about \$100.00 per month.

2. Highway Facility Update: Highway Superintendant Boesel began his presentation by thanking those in attendance, and stating that he wished there were more community members in attendance as this special information meeting was really for them!

Mr. Boesel explained that the various current facility buildings were built from the 1940's thru 1980's, and were no longer large enough to house, and work on, the current fleet of vehicles owned by the town and village. They were also in need of very costly repairs. In 2015 the town hired the MRB Group to come up with an entire schematic for the highway facility – three (3) versions were produced that ranged from approximately \$2,260,000.00 to \$1,545,000.00. It was then decided to retain Stu Brown from LaBella to investigate what grant money might be available, and a needs survey was completed for the highway department.

In fall of 2016, a task force was formed with weekly meetings and frequent trips to see other facilities (i.e. Phelps, Farmington, Walworth, Lincoln Fire Department, etc) and tour what they had recently designed. The task force decided to work with LeFrois Construction via BlueScope Construction under the NJPA (National Joint Powers Alliance Contract Purchasing Cooperative), to bring the costs down further. In December 2016, the initial proposed cost for a steel building vs wood was 10% higher initially in cost for steel, but would double the life from forty (40) years to

an eighty (80) year lifespan for the building. This cost was \$679,000.00. After proposal revisions and modifications, the current cost is down to \$542,000.00 for a 100'x110' truck barn with nine (9) overhead garage doors. Further discussion ensued regarding cost of electric, heating, demolition, shredding of concrete, finances, timing for special election, what the highway department will be able to do themselves, etc. The task force will continue to work on these issues. The Town Clerk requested that the board, and highway superintendant, make her aware of anything that needs to be done when it is actually time. Mr. Boesel stated that the town counsel would "pull the trigger" with the board of elections when it was time for the special election. Supervisor Miller congratulated the task force for an excellent job, and voiced his one concern...timing. Mr. Boesel said that he is still hoping to have the structure in place by November 2017.

In the meantime, Councilman Welch suggested a meeting between the bookkeeper, supervisor (as the budget officer), and himself to discuss finances. The task force will investigate alternative/renewable energy.

Town Development: IT & Phones, Fire Protection Contracts, and Strategic Plans

- Councilman Todd Pipitone

1. **Telephones:** The new telephones have been installed and Councilman Pipitone asked if they were being fully utilized yet. The clerk explained that we are unable to set up voice mail, accept calls, etc. until they are "live", but that we are uncomfortable going live until we receive training. Mr. Pipitone, and Mr. Miller, will be contacting the phone representative to set up training for the town employees.

2. **Time Warner Contract:** The Time Warner contract has expired (now Spectrum) but the representative assured the clerk that we will not be penalized for this at this time. She met with Supervisor Miller and is having the signal tested, as well as investigating fiber optic cable to the town hall. She explained that fiber optics would be 99.99% fool proof, and more reliable. Mr. Miller explained that the town would be interested if it were free. Mr. Miller will be following up on his meeting with her and the state of our contract.

Government Operations: Assessor, Youth & Aging, Code Enforcement/Planning Board, and Justices

-Councilman Michael Lambrix

1. **Board of Assessment Review:** Councilman Lambrix shared a letter of intent that was received from Kathleen Stager Hatfalvi to become a member of Board of Assessment Review. The Assessor and Mr. Lambrix thought her resume to be sound, and that it is a good idea to appoint her

at this evenings meeting so she has time to learn what needs to be done. Approval is on the agenda later this evening.

Informational Items

1. 2017 Spring Safety Training-FREE: NYMIR is offering risk management workshops and training for loader and backhoe safety, chainsaw and chipper safety, and mower safety. There are many dates and times being offered.

2. Mandatory 10 Digit Dialing: Mandatory 10 digit dialing for our 315 area code begins this month, and the new overlay area code of 680 will take effect in March 2017. This means that we must dial all digits for phone calls within the entire 315 area code.

3. Meet and Greet Senator Pam Helming: The Wayne County Business Council will be holding a meet and greet with our new Senator, Pam Helming, on Thursday February 16, 5 pm-7 pm, at the Newark American Legion Post #286, 200 Union St. Newark, NY.

Supervisor Miller also pointed out that the Town Employee CPR training lapsed in 2016. Mr. Boesel said that his clerk Sandy Fabrizio is a trainer, and that he would be happy to arrange training for the Town employees.

Agenda Items

1. Approve: Highway Department to Purchase 2017 Bobcat s650 Skid Steer: Jim Welch made the motion to approve purchase of a 2017 Bobcat S650 Skid Steer NTE cost is \$39,569.80, from DJM Equipment, utilizing NYS OGS contract #PC66576.

Second: Todd Pipitone

4 Ayes. Carried.

2. Approve: Resolution #6-2017 Encroachments to West St – McGrath Property: Supervisor Miller requested that after the conversation earlier in the meeting about this property encroachment, this should remain tabled. The town board agreed.

3. Approve: Appointment of Kathleen M (Stager) Hatfalvi to Board of Assessment Review: Mike Lambrix made the motion to approve the appointment of Kathleen M (Stager) Hatfalvi to *fill a vacancy* on the Board of Assessment Review , for a term beginning February 2017 thru September 30, 2019.

Second: Brad Cook

4 Ayes. Carried.

Motion to Adjourn Special Meeting: At 8:40 PM, Mike Lambrix made the motion to adjourn the special meeting, and it was decided to not have the workshop scheduled to follow this meeting.

Second: Todd Pipitone

4 Ayes. Carried.

Respectfully submitted,

Irene E. Unterborn
Palmyra Town Clerk

Regular Town Board Meeting
Thursday February 23, 2017
7:00 PM – PALMYRA TOWN HALL