

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
November 24, 2014**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Monday, November 24, 2014, at the Palmyra Town Hall, 1180 Canandaigua Rd, 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:

ROLL CALL

- Kenneth Miller, Supervisor
- James Welch, Deputy Supervisor
- Michael Lambrix, Councilman
- David Nussbaumer, Councilman
- Todd Pipitone, Councilman

Motion was made by Mike Lambrix to approve the minutes of the Town Board meetings on October 23rd, 2014.

**MTN: APPROVE
PREVIOUS
TOWN BOARD
MINUTES
OCTOBER 23,
AND
NOVEMBER 6,
2014**

Second: Dave Nussbaumer Vote: 4 Ayes. Carried

Motion was made by Mike Lambrix to approve the minutes of the Town Board meetings on November 6th, 2014.

Second: Todd Pipitone Vote: 3 Ayes. Carried

Councilman Nussbaumer abstained as he was absent from the November 6th meeting.

Also attending was: John Rush, Marc Carrier, Highway Superintendent Mike Boesel, Richard Hagar, Mike Woodard, and Frank Vascukynas

ATTENDANCE

HEARING

There was no official hearing this evening.

HEARING

**COMMUNICATIONS:
LETTER REC'D
FROM MARC
CARRIER**

COMMUNICATIONS

Supervisor Miller pointed out that a letter was received by the board from Palmyra resident Marc Carrier, in regards to the closed landfill on Garnsey Rd.

REPORTS OF STANDING COMMITTEES

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

**WC AGING AND
YOUTH FUNDING
DISCONTINUED**

1. Wayne County Department of Aging and Youth: Supervisor Miller shared a letter from the WC Aging and Youth Department stating that they would no longer be in a position to send funds that were part of a yearly grant that was previously split amongst the counties community centers. Mr. Miller forwarded this notice to Billy Campbell, Director of the Palmyra Community Center.

**FOIL REQUEST
RE: WATER AND
SEWERS**

2. FOIL Request Regarding Sewer and Water Lines: The Supervisor received a Foil request, first by a law firm (Ward Greenberg) requesting information that was later deemed to broad a request. The newest request on behalf of RG&E and NYSEG, is seeking this information in order to comply with a risk assessment of out our natural gas distribution system as requested by the Public Service Commission. The information requested includes dates of installation, the individuals who performed the work, any repairs, and maps where all is located. Because of our unique situation with Wayne County Water and Sewer (we contracted all such projects thru them); Mr. Miller has been in touch with Marty Amann, head of the water authority, who will be researching this request.

**Human Services—Town Clerk, Archives, and Justices: Michael Lambrix,
Chairman**

**TOWN CLERK
REPORT**

1. Town Clerk Office Report for November:

TOWN CLERK OFFICE REPORT TO THE BOARD
NOVEMBER 2014

**TOWN CLERK
REPORT**

General Information:

In October, the Town Clerk’s office was focused once again on the end of school tax collection and hunting licenses!

As for school tax collection, we ended up collecting \$13,962,405.04 of the \$14,248,954.74 total warrant, earning the Town of Palmyra \$16,804.53 in payment from the Pal-Mac CSD for our role in tax collection. However, though we collected more of the warrant overall than last year, we actually made less collecting. This is because more people paid in the first month (probably because they no longer make interest leaving it in the bank!), and by law, we as the collectors can earn 1% of total collected in the first month, and 5% collected in the second month. Last year we earned \$19,217.37, or \$2412.84 less than this year.

Celeste has continued working with the Archive and Record Management projects. As I requested from her last month, Celeste presented me with a list of files found in the central file room which will help all of locate files, and answer question more efficiently.

Heidi and I worked on updating the “Policy Use for Town Hall”, which we will discuss tonight. It was basically streamlined from the previous agreement, and also reflects policy recommendations from NYMIR. Heidi has continued to pursue past due dog owners, which has not only alerted us to dogs that are no longer here, but has reminded owners that they need to pay their licensing fees! Through dog licensing in October we sold 66 licenses totaling \$592.00, misc sales, including marriages licenses, hunting/fishing, vital record requests, Bingo proceeds, etc – added an additional \$2874.29. Total check disbursements for the month of October totaled \$3466.29.

October us the perfect month for us to catch up on numerous projects that may get set aside during our busier months!

Councilman Lambrix asked the board members to direct any questions to the Town Clerk.

2. Review of Building Use Permit: The Town Clerk explained that the copy that the board members were given of the building use permit reflects a streamlined version of the previous application, changes that were recommended by NYMIR, and the issuance of an outdoor key –to be returned within three (3) business days, or \$100.00 deposit is forfeited.

**TOWN HALL USE
POLICY
APPLICATION**

Supervisor Miller suggested that this new application be voted on at the next board meeting. The other board members agreed.

Public Works—Highway Department, Equipment, Facilities: James Welch, Chairman

**HIGHWAY
REPORT FOR
NOVEMBER**

1. **Highway Department report for August:** Highway Superintendent Mike Boesel submitted the following report from October 23, 2014 through November 24, 2014.

**Highway Superintendent Report
For Town Board Meeting
November 24, 2014**

Since the 10/23/14 meeting we have completed the following work:

- **Plowing/Sanding** –To date this winter season we have made a total of 5 trips out of the barn. A comparison to this point of the past 3 winter seasons is below:
 - November 2013 - 6 trips.
 - November 2012 - 1 trips.
 - November 2011 - 0 trips.
- **Brush Mowing** – We recently completed much needed mowing on Jagger Road. We intend to continue brush mowing and tree trimming operations as time permits thru the rest of the year and as the winter season permits.
- **Winter Preparations** – All the trucks are now in winter mode.
- **Snow Fence** – We intend to start our snow fence installations this week and hope to continue after Thanksgiving, weather-permitting.
- **C1 – 2015 New Ford F250** - I am asking permission to place the order for our new 2015 Ford F250 4x4 pickup. This is a budgeted purchase for 2015. The new machine will cost NTE, \$28,569.62, from Van Bortel Ford from NYS OGS Contract #22737/PC66389. I am also requesting permission for the new 8' Western Pro Plus snow plow, completely installed from John Bodak for \$4,740.00. This totals \$33,309.62. We budgeted \$36k in the 2015 budget for these items.
- **Buffalo/Erie County - Snow Removal Assistance** - late last Friday afternoon/night, Kevin Rooney, several local Highway Superintendents and I assembled a team of our various employees and equipment from Wayne County to assist in snow removal efforts in Erie County. Jake Hilton from our department took our CAT 950 loader on Macedon's low boy tractor trailer along with Kevin Switzer from the Town of Walworth in our service truck. In all, 22 people, 3 loaders on low boys, 6 10-wheeler and 5 service/pickups left Palmyra Highway at 8:30am Saturday and returned home today around 2:30pm. I hope to show you many pictures from their efforts. The DOT and local residents where our crews were

**PURCHASE OF
NEW TRUCK**

**SNOW REMOVAL
IN BUFFALO NY**

working were very appreciative. The DOT put our guys up in a Holiday Inn Express in Hamburg for 2 nights. Fuel was also provided for the equipment. The following Towns represented Wayne County over the weekend: Palmyra, Walworth, Ontario, Macedon, Arcadia and the Wayne County Highway Department.

**HIGHWAY REPORT
CONTINUED**

Highway Superintendent Boesel added that he hoped this winter would not be like last, but we have had a comparable start to this year, as they have made five trips out so far as compared to six last year. He also pointed out that last Friday, several of the Highway Superintendents were in contact with each other regarding the 70+ inches of snow that had fallen over a couple of days in parts of Buffalo. It was decided that Buffalo needed help, and they figured out the who, what, and where to go. Mr. Boesel offered to share photos from the run later this evening. He explained that at this time one of the most important tasks was widening out the roads, and clearing intersections.

**AID AFTER
BUFFALO NY
SNOW STORM**

Discussion ensued regarding the immense task at hand in Buffalo.

Supervisor Miller asked that it be noted that Jake Hilton, from our highway department, worked approximately 35 hrs. in two days, and should be commended for his hard work and compassion for people in trouble.

Economic Development/Planning—Grounds, IT, Strategic Plans: Todd Pipitone, Chairman

**TOWN HALL
PROJECTOR
PURCHASE**

1. **Town Hall Projector Purchase:** Councilman Pipitone researched and purchased a projector to be used for things like budget work shops, and presentations. Tonight’s photos from our highway department assisting in Buffalo NY will be the first time it is used in our meetings. Supervisor Miller commended Councilman Pipitone on his choice in equipment which also includes WiFi and a quicker cool down time.

Government Operations—Assessor, Youth & Aging, Code Enforcement, Fire Protection Contracts: David Nussbaumer, Chairman

**ASSESSOR’S
REPORT FOR
NOVEMBER**

1. **Assessor’s Office Report for November:**

**REPORT TO THE TOWN BOARD
FROM THE ASSESSOR’S OFFICE
NOVEMBER 20TH, 2014**

The STAR renewal applications are still coming in. As of right now a little over 2/3 of what we sent out has been returned. There are about 90 people who have not sent their renewals back in, but they have until March 1, 2015 to get them here.

The filing in my office is getting caught up. We are down to the last of what I know needs to be put away. I appreciate the help in getting this done, as I would not have the time myself to do this with the rest of the work that I am doing now. The work should be done by the end of the year unless I find other things that need filing that I am not aware of at the moment.

As always, if anyone has any questions or concerns, you know where to find me.

**CEO REPORT FOR
NOVEMBER**

2. **Code Enforcement/Zoning Office Report- November:** Code Enforcement Officer Dan Wooden submitted a report to the Board Members before the meeting including a list of building permits and certificates of compliance for Jan. 1 through November 24th, 2014. Councilman Nussbaumer invited all to read it at their leisure.

**NO ZONING BOARD
MEETING**

3. **Minutes from Zoning Board Meeting for November:** There was no meeting in November

**NO PLANNING
BOARD MEETING**

4. **Minutes from Planning Board Meeting for November:** There was no meeting in November

INFORMATIONAL ITEMS

**WC SHERIFF
REPORT**

1. **Wayne County Sheriff's Office:** The board was provided with a Town/Village Summary of crimes by month, as well as a list of traffic tickets per town and village.

**WCWSA SEWER
RATE CHANGE**

2. **Wayne County Water and Sewer Rates:** Included in the board packets was a letter from the WCWSA, explaining that though the cost of water will remain at \$4.25 per thousand gallons purchased in 2015, the basic service charge will increase from \$17 per quarter to \$20 per quarter.

**EMS ADVISORY
BOARD MINUTES –
FINGERLAKES AMB.
DESIGNATED FOR
EBOLA TRANSPORT**

3. **EMS Advisory Board Meeting:** There was an EMS Advisory Board meeting on Wednesday, November 19th, 2014. Mr. John Rush provided a copy of the minutes to the board members, and was present to answer any questions that may have arisen. Mr. Rush did comment that at this time there were still some issues with the radios, and that Finger Lakes Ambulance has the only ambulance designated to transport Ebola patients.

**PURCHASE OF
NEW TRUCK FOR
HIGHWAY
DEPARTMENT
CONTINUED**

exactly what was being purchased. He explained that the new machine will cost NTE, \$28,569.62, from Van Bortel Ford from NYS OGS Contract #22737/PC66389, and that he was also requesting permission for the new 8' Western Pro Plus snow plow, completely installed from John Bodak for \$4,740.00, totaling \$33,309.62.

Councilman Welch again made the motion to purchase a new Ford F250 4x4 pick-up, totaling \$33,309.62.

Second: Mike Lambrix

Vote: 4 Ayes. Carried

There was additional discussion with Mr. Boesel, and he continued to explain that after previous discussions with Councilman Welch, it was decided it would be prudent to place the order for the truck at this time so that it would arrive well before the highway auction. This would allow for the old truck to be sold at our auction at a higher price than is allowed for a simple trade in. Mr. Boesel stated that he also received two additional quotes for the snow plow only; one was from Unicell for \$4999.00 and one from STS Trailer/Truck Equipment for \$4995.00.

**MTN TO APPROVE
BUILDING USE
APPLICATION
TABLED**

6. Approve: New Version of Building Use Application: Supervisor Miller as ked that this be tabled until the December meeting. The board agreed.

**CLAIMS AND
EXPENDITURES
FOR NOVEMBER**

Claims and Expenditures: Dave Nussbaumer made the motion to approve claims and expenditures in the November 2014 abstract, voucher #3356 thru #3440, totaling \$212,350.83.

Second: Todd Pipitone

Vote: 4 Ayes. Carried

**BUFFALO
SNOWSTORM
POWERPOINT**

Slideshow Presentation: At this time, the Highway Superintendent took time to share a PowerPoint presentation of the vehicles and manpower sent to Buffalo, New York after the record snowfall. Some of these photos will be **ATTACHMENT D**.

**MTN: ENTER INTO
EXECUTIVE
SESSION**

Enter Executive Session: At 7:40 PM, Todd Pipitone made the motion to enter into executive session to discuss matters of personnel.

Second: Dave Nussbaumer

Vote: 4 Ayes. Carried

**MTN: EXIT
EXECUTIVE
SESSION**

Exit Executive Session: At 7:49 PM, Todd Pipitone made the motion to return from executive session.

Second: Dave Nussbaumer

Vote: 4 Ayes. Carried

Adjourn Meeting: At 7:50 PM, Mike Lambrix made the motion to adjourn the meeting.

**MTN: ADJOURN
MEETING**

Second: Dave Nussbaumer Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Town Clerk

**ATTACHMENT A: HIGHWAY SNOW AND ICE REMOVAL CONTRACT
January 1, 2015 – December 31, 2015**

**ATTACHMENT B: ADVANCED OCCUPATIONAL SERVICES CONTRACT
January 1, 2015 – December 31, 2017**

**ATTACHMENT C: TOWN, VILLAGE, AND COMMUNITY CENTER
CONTRACT
January 1, 2015 - December 31, 2015**

**ATTACHEMNT D: HIGHWAY DEPARTMENT PHOTOS FROM BUFFALO NY
SNOWSTORM**

**NEXT REGULAR MEETING
TUESDAY DECEMBER 30, 2014 – 7:00 PM**