

**REGULAR MEETING OF THE TOWN BOARD**

**EAST PALMYRA FIRE HALL  
APRIL 28, 2011**

At 7:01 p.m., Deputy Supervisor James T. Welch called to order the Town Board meeting, scheduled for Thursday, April 28, 2011, in the Fire Truck Bay at the East Palmyra Fire Hall, 2145 Tellier Road, East Palmyra, New York.

**CALL TO ORDER**

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

**PLEDGE TO THE FLAG**

Upon roll call, the following board members were present:

- James T. Welch, Deputy Supervisor
- Michael C. Lambrix, Councilman
- Todd J. Pipitone, Councilman
- David M. Nussbaumer, Councilman
- Supervisor Kenneth F. Miller was excused.

**ROLL CALL**

Also attending the meeting: *Wayne Post* reporter Billie Rae Walker; Bill Guchone; Andy VanCamp; John Rush; Code Enforcement Officer Dan Wooden; and Mike Boesel, Palmyra Highway Superintendent.

**MEETING ATTENDANCE**

Motion was made by Dave Nussbaumer to approve the minutes of both the March 24, 2011 meeting of the Palmyra Town Board, as well as those of the Town Board meeting on April 12, 2011.

**MTN: APPROVE MINUTES OF 3/24/2011 & 4/12/2011 TOWN BOARD MEETINGS**

Second: Todd Pipitone

Vote: 4 Ayes. Carried.

**COMMUNICATIONS**

1. **Wayne County Sheriff's Office Report:** The March report of the Wayne County Sheriff's office listed "Tickets by Town" for the months of January and February. In addition, Supervisor Miller received a letter from Wayne County Sheriff Barry Virts appealing to all the towns to be aware of April as Child Abuse and Sexual Assault Awareness and Prevention Month. The report also announced National Prescription Drug Take-Back Day on April 30<sup>th</sup> for people to turn in old and unused prescription drugs and medication.

**WAYNE COUNTY SHERIFF'S OFFICE REPORT FOR APRIL**

**PALMYRA TOWN  
OFFICIALS TO  
PARTICIPATE IN  
2011 WAYNE  
COUNTY FAIR  
PARADE**

2. **Participation in 2011 Wayne County Fair Parade:** Letter was received from the Union Agricultural Society at Palmyra asking Palmyra Town Officials if they wish to participate in the Wayne County Fair Parade on Friday, August 12, 2011, at 7 p.m. Consensus of Board members was that the Town Officials will participate. Town Clerk Lynne Green is to notify the parade coordinators that the Palmyra Elected Officials wish to participate in the parade.

## **REPORTS OF STANDING COMMITTEES**

### **Economic Development, Appeals and Town Clerk's Office Committee – Todd Pipitone, Chairman**

1. **Town Clerk's Office Report for April:** Councilman Todd Pipitone noted highlights from the Town Clerk's Office Report including award of a \$250 scholarship to attend the New York State Town Clerk's Association Conference in Buffalo. Last month, the Board approved up to \$400 unbudgeted for Irene to attend. The Wayne County Town Clerks' Association awarded Irene the scholarship, greatly reducing the cost to the budget. Also included with the report was an article on "Cloud Computing" from the NY State Archives. This is a new way to manage records by not being housed in a specified place—such as the server or town facility, but "can virtually reside anywhere in the world, and you have access to them via the Internet." It also discussed some concerns with confidentiality and accessibility, but noted it is "a cost-saving and efficiency measure for federal agencies."

**APRIL TOWN  
CLERK'S OFFICE  
REPORT**

### **Highway Committee – James Welch, Chairman**

1. **April Highway Report:** Highway Superintendent Mike Boesel submitted the following report covering work done from March 24 to April 28:

**APRIL HIGHWAY  
REPORT**

Highway Superintendent Report  
for Town Board Meeting  
04/28/11

Since the 3/24/11 meeting we have completed the following work:

- **Winter Summary** – Since November 2010, for the entire 2010/11 winter season we have made a total of 122 trips out of the barn. A comparison to this point of the past 3 winter seasons is below:
  - April 2010 - 96 trips.
  - April 2009 - 93 trips.
  - April 2008 - 99 trips.
- **Salt Orders** – For the winter season we have ordered 2622 tons of our 3500 ton allotment, approx. 75%. Hopefully November/December 2011 are calm.

Other miscellaneous items include:

- **Brushmowing** – We have continued brushmowing roadsides. We were recently on Port Gibson Road, Walker Road, Leroy Road, Hanagan Road, Jeffery Road, and Shilling Road.
- **Sweeping & Roadside Cleanup** – We completed sweeping roads. We had hoped to be done cleaning up from winter snow plow damage in yards by now but the wet weather has prevented us from finishing yet. This will be completed in the coming weeks.
- **Ditching** – We have completed some ditching projects on Jeffery Road, Lusk Road, and Schilling Road.
- **Pothole Patching** – We continue to review potholes around the Town on a weekly basis this Spring.
- **Beaver Issues** – We have had considerable problems with beaver activity in the Lusk Road, Schilling Road area and have been working with area property owners to keep water moving and not backing up onto our roadways. Everyone has been very cooperative.
- **Severe Weather** – Over the past two weeks with the combination extreme wet weather and high winds we have had several trees fall onto various roadways or washouts due to flash flooding.
- **Palmyra Municipal Auction** – The date has been set for Saturday May 14, 2011. Over the past couple weeks we have been preparing the lot for the Auction. Surplus items from the highway department include our 2010 Bobcat 630 skid steer loader and 1995 Hudson Trailer.
- **Bobcat S650 Skid Steer** – Our new Bobcat arrived on 4/14/11 along with our new rockhound attachment. These items have already been added to our insurance policy.

**HIGHWAY  
DEPARTMENT'S  
APRIL REPORT**

**HIGHWAY  
DEPARTMENT'S  
APRIL REPORT**

- **Hoist Inspection** – Our annual shop hoist inspection was on 4/8/11.
- **Fuel Facility** – In early April we experienced more fuel facility issues. I have had several meetings recently with school district officials and we hope to make some upgrades to the fuel island in the near future in hopes to eliminate several of our recurring issues.

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

**APPROVAL OF  
SURPLUS ITEMS  
FOR AUCTION IS  
TABLED**

2. **Approve Sale of Highway Surplus at Auction:** Since the list of items needing Board approval, declaring them as surplus is not yet complete, it was tabled until the Town Board meeting on May 10<sup>th</sup>.

**Facilities, Operations and Planning Committee  
– Mike Lambrix, Chairman**

**NO PLANNING  
BOARD  
MEETING IN  
APRIL**

**No Planning Board Meeting:** Mike Lambrix informed the Board members that there was no Planning Board meeting in April.

**Zoning and Assessor's Office Committee  
– David Nussbaumer, Chairman**

**ASSESSOR'S  
OFFICE REPORT  
FOR APRIL**

1. **Assessor's April Office Report:** Assessor Elaine Herman reported that the 2011 tentative Assessment Roll is complete, with Notices of Assessment Change being sent to those that had changes. Grievance Day is scheduled for May 24<sup>th</sup> by law, and residents can appear before the Palmyra Board of Assessment Review to appeal their assessments.

**CODE  
ENFORCEMENT  
OFFICE REPORT  
FOR APRIL**

2. **Code Enforcement/Zoning Office Report:** The list of building permits for March and April was available for Board members to review. In addition, Code Enforcement Officer Dan Wooden included copies of the applications for annual permits, tenants listed, and his inspection reports for four of the six Manufactured Home Parks in the Town. Board members decided to table this until the May 26 meeting, so all six parks could be approved by Wooden, before coming before the Town Board for review.

3. **Zoning Board Meeting:** On April 14, a second public hearing was scheduled for the Palmyra Fire Company concerning 4100 State Route 31. The Wayne County Planning Board had addressed several concerns needing NY State Department of Transportation approval before proceeding. The request was tabled by the Zoning until several concerns could be answered and resolved by the Fire Company. Town Board members received copies of the April 14<sup>th</sup> Zoning Board meeting minutes.

**ZONING BOARD  
MEETING  
MINUTES**

## **INFORMATIONAL ITEMS**

1. **Emergency Services Committee:** Our new representative to the Wayne County Emergency Services Committee, John Rush, attended the meeting this evening, and had provided each Board member a copy of the last EMS Committee meeting agenda. He reported on several of the items on the agenda, and added a few items of community interest. One item was that Newark-Wayne Community Hospital is breaking ground in September for a new Emergency Department. Another item is new procedures in ambulances: technology in the ambulance now can give advance notice of vitals directly to Emergency Room computers, so the attending physician knows severity of patient and what is needed ahead of ambulance arrival, and can make decisions faster about needed treatment.

**EMERGENCY  
SERVICES  
COMMITTEE  
REPORT**

After John's report, Councilman Mike Lambrix thanked him for being so thorough in reporting back to the Town Board.

2. **Upcoming EMS Week:** The Town received word that May 15 through 21 is the Emergency Management Systems Conference, which celebrates "Everyday Heroes."
3. **Gravel Pit Quarterly Report:** The Town received a check from Morrison Excavating for \$77.00, for gravel removed from the Division Street gravel pit during first quarter of 2011.
4. **Scrapped Items Report:** As a follow-up to the April 12<sup>th</sup> meeting, the items approved for disposal were, in fact, collected on April 16<sup>th</sup> at the "Free Electronics Recycle" collection at the Palmyra Fire Hall.

**EMS WEEK  
MAY 15 – 21**

**GRAVEL PIT  
QUARTERLY  
REPORT**

**APPROVED  
ITEMS WERE  
SCRAPPED**

**PUBLIC INPUT**

5. **Public Input:** East Palmyra resident Bill Guchone thanked Palmyra Highway Superintendent Mike Boesel for his department's excellent service to him recently. Things were fixed within 24 hours.

Billie Rae Walker wanted to show an example of shared services, and to thank the Village Police Department and Palmyra Animal Control. One of her pets got out of an enclosure and ran away from her property. After notifying the police, the dog was located and returned within a few hours.

**AGENDA ITEMS**

1. **Approve "Hare Scramble" on Cambier Road Properties:** Discussion of the proposed "Hare Scramble" continued from the last Town Board meeting. The application submitted by Andy Van Camp as a "Temporary Special Event" on June 5, 2011, required Town Board approval. Code Enforcement Officer, Dan Wooden, expressed concern with "in-and-out traffic" on Cambier Road. He received a memo assuring police control and insurance. Papers with the application had neighboring property owners' signatures assuring them there would be no trespassing on their properties. Todd Pipitone noted that last year, about 800 to 1,000 people attended, for about 10 hours, pulling trailers and campers. The estimate this year is between 500 and 800 attending. Andy said Fairville Fire Department EMTs will be attending. Mike Lambrix wanted Fairville to submit a letter to the Town Board stating they will have on-site EMT coverage during the event. Wayne County Sheriff's Department said they would provide deputies to help with traffic control.

An unresolved question was also asked: What can the Town do if there is road damage? Mike Boesel didn't have an answer.

Mike Lambrix made the motion to approve the Arcadia Bark Busters' "Hare Scramble" event on June 5, 2011, including all the specifications that our Code Enforcement Officer included in his memo to the Town Board, dated April 15, 2011.

**MTN: APPROVE  
"HARE  
SCRAMBLE"  
EVENT BY  
ARCADIA BARK  
BUSTERS ON  
6/5/2011 NEAR  
CAMBIER ROAD**

Second: Dave Nussbaumer      Vote: 4 Ayes. Carried.

A Roll Call Vote was requested.

Deputy Supervisor Jim Welch voted Aye.  
Councilman Dave Nussbaumer voted Aye "with reservations"  
Councilman Mike Lambrix voted Aye.  
Councilman Todd Pipitone voted Aye.  
Supervisor Ken Miller was absent.

**ROLL CALL  
VOTE**

- 2. **Approve Professional Service Agreement:** An agreement between Integrated Systems and the Town of Palmyra details engineering services and software development, including network and system troubleshooting, programming, end-user technical support, cabling, etc. and includes the billing system for their services. The larger the time block pre-purchased by the Town, the greater the savings per hour, including server implementations, network design and engineering.

The Town selected Contract D, pre-paying for 100+ hours of service at \$75 per hour, on an as-needed basis, not specifying a time limit for renewal. Dave Nussbaumer made the motion to approve the Professional Service Agreement with Integrated Systems, authorizing Supervisor Ken Miller to sign the contract upon his return from the "Smart Management for Small Communities" seminar.

**MTN: APPROVE  
PROFESSIONAL  
SERVICE  
AGREEMENT  
WITH  
INTEGRATED  
SYSTEMS**

Second: Mike Lambrix      Vote: 4 Ayes. Carried.

- 3. **Resolution: Public Hearing for Community Development Block Grant Projects:** The following resolution was presented to the Town Board for approval:

**RESOLUTION SETTING PUBLIC HEARING  
FOR COMMUNITY DEVELOPMENT  
BLOCK GRANT PROJECTS**

*WHEREAS, an advertised Public Hearing is necessary to fulfill citizen participation requirements of the Grant Application process (24 CFR570.486 and NYS's Citizen Participation Plan) prior to the submission of any applications for Community Development Block Grant assistance in order to give citizens an opportunity to identify and discuss the community's needs and priorities, including the needs of Low and Moderate Income persons, and to propose possible community*

**RESOLUTION:  
SET PUBLIC  
HEARING FOR  
COMMUNITY  
DEVELOPMENT  
BLOCK GRANT  
PROJECTS**

*development projects for inclusion in an application for funding under the New York State Community Development Block Grant Small Cities Program; and*

*WHEREAS, The Town of Palmyra may have an interest in filing applications for this program during the year 2011;*

*NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the Town Clerk to advertise and conduct this hearing; and*

*BE IT FURTHER RESOLVED, that the hearing be set for May 10, 2011 at 7:30 PM in the Palmyra Town Hall, located at 1180 Canandaigua Road, Palmyra, New York; and*

*BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to publish notice in the legal newspaper for the Town for the first available publication.*

Board Members were advised that no applications for Block Grant projects could be considered for these federally-funded projects, administered by New York State, unless this public hearing is held and community residents are offered the opportunity for input

MTN: APPROVE  
RESOLUTION: SET  
PUBLIC HEARING  
FOR COMMUNITY  
DEVELOPMENT  
BLOCK GRANT  
PROJECTS

Mike Lambrix made the motion to approve the resolution and to set the public hearing for the Community Development Block Grant Projects for Tuesday, May 10, 2011, at 7:30 p.m. at the Palmyra Town Hall.

Second: Dave Nussbaumer      Vote: 4 Ayes. Carried.

- 4. **Approve Abstracts #213 and #214:** Dave Nussbaumer made the motion to approve the claims and expenditures shown on Abstract #213, that includes Voucher Numbers 12162 through 12165 for \$5,669.24; and Abstract #214, that includes Voucher Numbers 12166 through 12237 for \$86,493.34.

MTN: APPROVE  
ABSTRACTS  
#213 AND #214

Second: Mike Lambrix      Vote: 4 Ayes. Carried.

- 5. **Motion to Adjourn:** At 7:40 p.m., Mike Lambrix made the motion to adjourn the meeting.

MTN: ADJOURN  
MEETING

Second: Todd Pipitone      Vote: 4 Ayes. Carried.



Respectfully submitted,

Lyndall Ann P. Green  
Palmyra Town Clerk

**NEXT TOWN BOARD MEETING**  
**TUESDAY, MAY 10, 2011, 7:30 P.M.**  
**PALMYRA TOWN HALL**