

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
May 26, 2022**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, May 26, 2022, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York.

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

Upon roll call, the following Board members were present:

Kenneth Miller, Supervisor
James Welch, Deputy Supervisor
Todd Pipitone, Councilman
Doug DeRue, Councilman

Councilman Brad Cook was absent.

Motion was made by Todd Pipitone to approve the minutes of the Town Board meeting which took place on April 28, 2022.

Second: Jim Welch Vote: 3 Ayes. Carried

ATTENDANCE

Also in attendance: WC EMS Board Representative Mike Catalano. Chuck Hartman, Julie Hartman and Highway Superintendent Mike Boesel.

HEARING

There was no official hearing this evening.

GUEST SPEAKER

Mike Catalano, our representative from the Wayne County EMS Advisory board, reported that the last EMS Board meeting was cancelled because of illness, but that the county is moving forward with purchasing seven ambulances. When asked if Palmyra would use the County or Finger lakes Ambulance, the answer was ...both! This way we would always have backfill and better coverage.

COMMUNICATIONS RECEIVED

Letter to the Board from MRB Group regarding the Marquart Village Mobile Home Park Proposed Sanitary Sewer. **ATTACHMENT A**

Letter to the Zoning Board of Appeals and Town Board, from resident David Morrison, requesting a hearing and information on his property located at 2351 Lyon Road, Palmyra. Mr. Morrison was already provided the information requested via a FOIL request from December 2021, and picked up on May 13, 2022. **ATTACHMENT B**

Supervisor Miller stated that this letter does NOT put a stay on the legal proceedings, and that we will be focused on clean up. He also said that eventually there may be a large bill attached to the taxes for this property.

PUBLIC INPUT

There was no public input at the meeting.

NOTE:

The following statement is now to be included on all public agendas:

**If you are attending a Town Board Meeting have not signed up for Public Participation Section of the Town Board Meeting pursuant to the rules which have been established (24 hrs prior to start of meeting), then you will not be able to express your opinion. As a courtesy to those who attend the Board Meeting, you are requested not to interrupt the meeting, and refrain from conversation that would interfere with those attending being able to hear the Board transact its business. If in fact someone interferes with the meeting or the conversation with other spectators should require a warning and it is ignored, the person could be charged with Disorderly Conduct. For public hearings, speaking will be limited to topics on the agenda.*

REPORTS OF STANDING COMMITTEES

Supervision: Animal Control, Historian, Justices, and Finance:

-Kenneth Miller, Chairman

1. DEC Update on Old Landfill: Still awaiting letter from the DEC.

2. Update on Proposed Marquart Sewer Project: Though they are looking for conditional approval to move forward this evening, they are unsure if actual numbers right now as they have not heard back from CSX yet.

3. Update on Western Wayne Regional Waste Water Treatment Plant (WWTP): Plans are moving along well and as expected.

4. Application for Green Innovation Planning Group: Mr. Miller shared with the board members information on how to apply for green projects through the Green Innovation Planning Group. He did not see anything that applied to the town right now, and to apply, you need to have a project in mind.

5. SAM Grant Update: Primary (Kenneth Miller) and secondary (Jim Welch) authorized signatures were requested by the state and sent in to complete the final stages of SAM Grant.

Human Services: Town Clerk, Archives, and Town Hall Facility

-Councilman Bradley Cook ABSENT

1. Town Clerk Report for May:

TOWN CLERK OFFICE REPORT TO THE BOARD

MAY 2022

Besides the many, many, many requests for tax and property information (due to new assessments) this past month, we have seen an upswing in the number of marriage licenses being issued, FOIL requests, fishing licenses, and tourists stopping by for information.

I attended the Annual Town Clerk Conference in Albany April 24-27, 2022. There was a lot of valuable information shared (as usual), but especially after not meeting for two years due to COVID. There were many new laws and regulations to follow as town clerk.

Two years ago, I applied for, and received a \$500.00 scholarship to offset the cost to the Town. We were very lucky, as they were kind enough to allow me to defer it to this year!

Through dog licensing in April, we sold 62 licenses totaling \$452.00, misc sales, EZ Passes, marriage licenses, hunting/fishing, vital record requests, code enforcement and escrow deposits, etc- added an additional \$4,756.20. Total check disbursements for the month of April were \$5,208.20.

As tax collector as well as town clerk, I would like to thank all the county supervisors for listening to our concerns and pulling a resolution that would have allowed the county to print and mail tax bills off site. By not allowing us to sort the tax bills locally first before mailing, we would not be able to serve our community properly. This would have caused much confusion to the taxpayers, mortgage companies, and new home owners, as well as cost additional time and money solving these issues.

2. Building Update: Councilman Cook has a call into Brad Jacobs to repair the south sidewalk and is waiting to hear how much it will cost, and when they would be able to fit us in their schedule. He has also called the Helfer Brothers to schedule gutter cleaning, mulch and weeding. They should be here in the next couple weeks. Also, Highway Superintendent Boesel is getting a quote for the town to pave part of the parking lot at the town hall.

Public Works: Highway Department, Equipment and Facilities

- Councilman James Welch

1. Highway Superintendent Report for May:

HIGHWAY SUPERINTENDENT REPORT
FOR TOWN BOARD MEETING
05/26/22

Since the 4/28/22 meeting we have completed the following work:

- Hauling Stone for road projects
- Brush mowing – Parker Road, Leroy Road, Hanagan Road
- **Palmyra Municipal Auction** – May 14th we held our Annual Palmyra Municipal Auction. (37th year?) The Auction was noticeably smaller and completely held in the rear of our facility with nothing out front. Total sales were just over \$1.0 Million (down from \$2M), 213 Lots (down from 358), 271 registered onsite bidders (down from 414) plus 1575 approved online bidders (up from 1561). Wayne County Sales Tax generated was \$17,230.84. We also did well with the sale of our 2020 Kubota zero-turn (\$6300), old Western plow (\$1200), pallet of fans (\$85.00), old stainless-steel salter (\$50.00).
- **Winter Recap/Salt** – We ended the winter season with 92 trips out of the barn. We utilized approximately 2208 tons of our 2600-ton allotment, which is approximately 85% of our requested allotment. My new salt allotment was due on 4/30/22 and I kept our allotment the same at 2600 tons for 2022-23. We still have approximately \$38K unexpended to use for the remainder of the Town fiscal year, which would get us ~675 tons to help refill the barns.

- **Personnel** – Chris Bratt started back mowing with us on 5/12/22. He has currently mowed most of our Town Roads and will next start mowing County Highways before starting a 2nd pass in the Town.
- **New Equipment!** – – Our new 2022 18,000lb PJ tilt-deck trailer arrived on 5/13/22. Our old 2013 14,000lb PJ trailer was purchased by the Village of Palmyra. I understand our new mini-excavator has been shipped from the Midwest and I expect to see it soon. Thank you for this new equipment!!!
- **Upcoming Road Projects** – With the Auction behind us, we have started gearing up for our various summer road projects. We are already near completion on a joint re-paving project on Parker Road, north of Cole Road, with the Town of Marion Hwy. We are inching closer to starting our Bear Hill/Rolfe project and we intend to be on several roads this summer including but not limited to Cambier, Omeal, Eckert, Hazen, Hogback, Vault and a few others.
- **Truck Barn Heat Project** –Schiller Corp and MicroClimate reps completed installation of our new waste oil boiler system and in-floor heat and fired-up the unit on Friday May 13th. It will remain off until the Fall. We have a 1-year service contract with Schiller built into the job along with 1-year parts/labor. Thank you for this project!

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

Mr. Boesel also reported that there will be a WC Rabies Clinic at the Highway Barn on June 4th, from 10 AM – Noon. The guys have been helping set up for the huge concert in the village this coming weekend with barricades, no parking signs, etc. He also reported that the auction took in ½ in sales then the \$2 Million it took in last year, fuel costs are higher than they have ever been, and that they will only make the three trips on county roads that they are paid for.

Lastly, Councilman Pipitone asked how long the Foster St. project will take? Mr. Boesel said it will be done before school begins, and as everything right now, there are delays in receiving the pipes.

Town Development: IT & Phones, Fire Protection Contracts, and Strategic Plans
- Councilman Doug DeRue

1. Update on East Palmyra Fire Contract: Mr. DeRue has begun negotiations with the E. Pal Fire Department, and it looks like it will be a two-year contract, putting us on back on track with the other departments. The next step is to check with insurance to get the final numbers in place.

ENTER EXECUTIVE SESSION

At 7:30 PM Todd Pipitone made the motion to enter into executive session to discuss particular personnel.

Second: Doug DeRue Vote: 3 Ayes. Carried

EXIT EXECUTIVE SESSION

At 7:34 PM Todd Pipitone made the motion to exit executive session.

Second: Jim Welch Vote: 3 Ayes. Carried

Government Operations: Assessor, Youth & Aging, and Code Enforcement / Planning Board - Councilman Todd Pipitone

1. Assessor's Office Report for May: The assessors May report will be combined with the June report as she is busy conducting 90 hearings with the Board of Assessment Review.

2. CEO Report for May: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that included a list of building permits and certificates of compliance for April 26, 2022 thru May 24, 2022.

- Property located at 2351 Lyon Rd: Report from walk thru of property with Sheriff Deputy, Code Enforcement Officers, Supervisor, and Mr. Morrison was discussed earlier.

3. Minutes from Zoning Board Meeting from May: None from this month.

4. Minutes from Planning Board Meeting from May: None from this month.

INFORMATION None additional.

AGENDA ITEMS

1. Approve: Resolution #7-2022 Authorizing the Cancellation of Outstanding Checks from The Disbursement Account, as written below:
Todd Pipitone made the motion to approve Resolution #7-2022 authorizing the cancellation of outstanding checks from the disbursement account.

Second: Doug DeRue Vote: 3 Ayes. Carried

RESOLUTION #7-2022
**RESOLUTION AUTHORIZING THE CANCELLATION OF
 OUTSTANDING CHECKS FROM THE
 DISBURSEMENT ACCOUNT**

WHEREAS, there exists outstanding checks in the disbursement account that are older than one year; and

WHEREAS, those checks need to be cancelled from the books and records of the Town of Palmyra

NOW, THEREFORE, BE IT RESOLVED, that the following checks will have stop payments placed on them and the funds from said checks shall be realized as miscellaneous revenue:

<u>CHECK #</u>	<u>DATE:</u>	<u>AMOUNT:</u>
30921	August 2020	\$ 150.00
31100	November 2020	\$ 150.00

Duly moved and carried by the Town Board of the Town of Palmyra on May 26, 2022

2. Approve: Approve Temporary Animal Control Officer: Todd Pipitone made the motion to approve Tracy Brown, Newark Animal Control office to cover the Town of Palmyra, for one month, commencing May 9th, 2022, for a rate of \$860.00 for the month, paid by voucher.

Second: Jim Welch

Vote: 3 Ayes. Carried

3. Approve: Conditionally Approve Sanitary Sewer Extension to include Marquart Mobile Home Park: Todd Pipitone made the motion to *conditionally* approve a sanitary sewer extension from Division St, to include Marquart Mobile Home Park. These conditions include, but are not limited to the following:

- A) Deduction of the information to the Town of Palmyra
- B) Creation of a sewer district for the mobile home park (and all costs associated with it)
- C) Final approval by all involved in writing, including Department of Health, DEC, Wayne County Water & Sewer Authority
- D) Completion of negotiations with GSX including insurance arrangements
- E) Agreement with new Sewer District that provides in addition to the usual for the Sewer District to be responsible for all cost related to the GSX approval and agreement including an agreement including maintenance of crossing.

Second: Doug DeRue

Vote: 3 Ayes. Carried

4. Approve: Approve Supervisor to Sign Out of District Water User Agreement with Marion: Todd Pipitone made the motion to approve the Supervisor to sign agreement with Marion and Ashley & Andrew Tack as Out of District Water User to Southeast Quadrant Water District, with approval from WCWSA & legal counsel.

Second: Jim Welch Vote: 3 Ayes. Carried

5. Approve: Compensation for two members of Board of Assessment Review: Todd Pipitone made the motion to compensate the two members of the Board of Assessment Review for today's meeting that was cancelled. They are to be compensated for a full day, \$150.00, as they were available for that hearing day.

Second: Doug DeRue Vote: 3 Ayes. Carried

MOTION TO APPROVE CLAIMS AND EXPENDITURES

Todd Pipitone made the motion to approve claims and expenditures May 2022 – Vouchers #2022-518 thru #2022-639 totaling \$59,246.43

Second: Jim Welch Vote: 3 Ayes. Carried

MOTION TO ADJOURN

At 7:41 PM, Todd Pipitone made the motion to adjourn the meeting.

Second: Doug DeRue Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Town Clerk

Regular Town Board Meeting
Thursday June 23, 2022
7:00 PM - Palmyra Town Hall