

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
March 24, 2022**

At 7:00 p.m., Deputy Supervisor Jim Welch called to order the Town Board meeting, scheduled for Thursday, March 24, 2022, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York.

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

Upon roll call, the following Board members were present:

James Welch, Deputy Supervisor
Todd Pipitone, Councilman
Brad Cook, Councilman
Doug DeRue, Councilman

Supervisor Kenneth Miller was absent.

Motion was made by Todd Pipitone to approve the minutes of the Town Board meeting which took place on February 24, 2022.

Second: Brad Cook Vote: 3 Ayes. Carried

ATTENDANCE

Also in attendance: Marc Carrier, Frank Vascukynas, Casey Carpenter (Times of Wayne County), Chuck and Julie Hartman, Bryant Seus, Tammy Carroll, Don Wilkins, 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, was unable to attend.

COMMUNICATIONS RECEIVED

A letter regarding the assessment process was received at the Town Clerk's office on March 21, 2022, from Bryant Seus and Tammy Carroll. This letter was scanned and emailed to the board prior to the meeting.

ATTACHMENT A**PUBLIC INPUT**

1) Bryant Seus, residing at 1941 Meadow Drive, addressed the board regarding how assessment questions were addressed in the assessor's office. Mr. Seus began by explaining that he did not want to "throw the assessor under the bus" but as a business man that treats his clientele with respect, and that he did not feel that he was treated that way when asking questions about the process used in his re-assessment. He continued on and mentioned that he did not know why the assessment letters were mailed on March 7th, which only gave one week for response, and why the process was not explained as it was in the letter from the Macedon Assessor to their community. He stated when he asked why businesses "did not get touched", she answered because "they were not selling", which made no sense to him. He did say that when he pointed out mistakes in the listings provided on the website, they were taken down and fixed by her immediately. He lastly told the board that he was only mentioning these things because he thought it was important for the board to know.

2) Marc Carrier, a resident of Garnsey Rd, asked to speak regarding the town's leadership, but first commented as a follow up to Mr. Seus' comments. Mr. Carrier said that he had a candid conversation with Supervisor Miller, and that "to his credit", Mr. Miller said that he asked the assessor to "pump the breaks on assessments" as he felt the market would drop.

Mr. Carrier then stated that he was a little concerned on where the leadership would fall in Mr. Millers absence when it comes to matters of the landfill. He now realized though that the Deputy Supervisor will cover those matters at this time, and hopes that the board will look carefully at appointing a liaison to this matter.

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

Supervisor Miller was absent and Deputy Supervisor Jim Welch will be reported in his absence.

1. Old Palmyra Landfill: Mr. Welch had stated that he had just received an e-mail from the DEC, and they were still reviewing the materials they had. This includes reviewing the water tests from last year.

2. Animal Control Officer (and Town Constable) is Retiring: The board was informed that the Animal Control Officer, Gary Rose is retiring, and that his last day on payroll will be April 27, 2022. There will be an approval later this evening to accept his resignation. Councilman Cook suggested that we ask Mr. Rose if he had a suggestion for replacement, or asked if we should advertise the position? It was decided that a conversation will be had with him before we do anything, just in case he has a replacement in mind to be interviewed.

3. Proposed Out of District Sewer User: Tom Hulbert, from 1096 Rt 21 South, is looking to hook into the sewer line via Crestwood Dr. If agreement is finally approved, all fees and permits would be paid by Mr. Hulbert, so this project would not cost the town anything. There will be approval to move forward later this evening.

Human Services: Town Clerk, Archives, and Town Hall Facility**-Councilman Bradley Cook****1. Town Clerk Report for March:****TOWN CLERK OFFICE REPORT TO THE BOARD****MARCH 2022**

Through dog licensing in February 2022, we sold 108 dog licenses totaling \$872.00, misc sales, and marriage licenses, hunting/fishing, vital record requests, FOIL requests, zoning, escrows etc- added an additional \$2,874.78. Total check disbursements for the month of February were \$3,746.78

EZ Pass sales have increased as the weather has gotten nicer, and with the board's approval, I will once again post on FaceBook that they are available for purchase at the town hall, along with a few other things happening in the Town Clerk's office (ie. Fishing/hunting licenses etc).

March has been steady with Town and County tax collection and water payments. So far, since January 1, we have collected \$4,835,818.61 of the \$5,367,322.42 tax warrant.... leaving just \$536,216.83 to be collected until the final deadline of March 31st.

2. Building Update: Mike Woodard from the Highway Department washed the front entrance cement to remove the salt as it seemed to have been causing damage out there, and is actually pitting the front bricks!

3. Shred Event: Community Bank and the Pal-Mac Lions Club are hosting a paper shred event on April 23rd, 2022, here at the Palmyra Town Hall from 8 AM until noon. The public is welcome to bring up to 5 banker boxes (per car) of documents to be shred at no charge. Details will be posted on the websites and social media as soon as they are finalized.

Councilman Cook again wanted to thank Bryant Seus and Tammy Carroll for bringing their concerns about the assessment process to the board.

Public Works: Highway Department, Equipment and Facilities**- Councilman James Welch****1. Highway Superintendent Report for March:****HIGHWAY SUPERINTENDENT REPORT
FOR TOWN BOARD MEETING
03/24/22**

Since the 2/24/22 meeting we have completed the following work:

- **Plowing/Sanding** – We made 9 trips so far this March and 15 since the last meeting. To date this winter season, we have made a total of 86 trips out of the barn. A comparison to this point of the past 5 winter seasons is below:
 - March 2021 - 69 trips. March 2020 - 88 trips. March 2019 - 113 trips.
 - March 2018 - 106 trips. March 2017 – 90 trips.

Other miscellaneous items include:

- **Salt Orders** – We ordered an additional 200 tons of salt for the month of March. For the winter season we have ordered 1995 tons of our 2600-ton allotment, or approximately 76% of our allotment. The salt barn is currently at $\frac{3}{4}$ capacity, and the mix barn is nearly empty.
- **Advocacy Day - CHIPs Funding** – Our annual Advocacy Day in Albany was cancelled but our remote efforts for more transportation funding have been working. Last year we received our first CHIPs increases in many years. I understand that the Gov's proposed budget holds CHIPs and PAVE-NY flat, continues EWR flat, but also includes an additional new pot of money for 'Potholes' for \$100M. This is an exciting time with regards to increased transportation funding, but not with the price of oil, fuel, asphalt, pipe, and building materials. I expect more information very soon.
- **NYMIR Site Visit** – On 3/7/22, Michelle from NYMIR, our insurance company, met with Irene, Ken and I and ultimately visited the Highway Department for a 'walk-thru'. She was impressed with our new facility and found no serious issues.
- **Training/Personnel** –
 - 3/8/22 – The crew took part in a free Workplace Violence webinar at the Town Hall Gym by NYMIR.
 - 3/9/22 - The crew attended a free MSHA training seminar w/Wolcott/Butler at Palmyra Hwy.
 - 3/16/22 – The crew attended their bi-annual hearing tests held at WC Hwy Dept
 - Annual Highway School – Ithaca College – June 6-8th
- **Winter Equipment and Yard Cleanups** – We started sweeping in various locations around the Town this past week. In the coming weeks we will start yard cleanup work and snow fence removal. Most of the trucks remain setup with plows/wings/sanders, although we will slowly start to undress them.
- **New Equipment!** – Thank you for this new equipment!!!
 - 2022 Kubota Z422 Zero-Turn mower – arrived 3/16/22
 - 2022 PJ Trailer 18,000 lb. tilt-deck trailer – arriving next week!
 - 2022 Bobcat Skidsteer and Mini Exc – ordered today and expected delivery in late June/July
- **Truck Barn Projects** – Installation of the 2nd new 14-foot diameter fan was completed on 3/15. Last week, Derick Baker poured a 4x4 concrete pad for the boiler to sit on. I inquired with Pete Schiller yesterday afternoon about the Boiler Project and I hope to have more info before the meeting tonight.
- **Palmyra Municipal Auction** – Our 36th Annual event is scheduled for Saturday May 14, 2022. We will continue with a 'live' auction with masks optional.
- **Village Budget** – It's budget season in the Village and a Public Hearing is scheduled for Monday April 4th. I understand the tax rate is up slightly, from \$12.12 to around \$12.20, which is still under the Tax Cap.

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

Local NYSDOT Funding	Executive Proposal 2021	Enacted 2021	Executive Proposal 2022	Request 2022-2027 (Per Year)
CHIPS	438.1M	538.1M	538.1M	788.1M
PAVE-NY	100M	150M	150M	150M
POP	--	--	100M	100M
EWR	--	100M	100M	150M
State Touring Routes	--	100M	100M	100M
Marchiselli	39.7M	39.7M	39.7M	39.7M
BRIDGE-NY	100M	100M	200M	200M
Total	677.8M	1,027.8M	1,227.8M	1,527.8M

Mr. Boesel added that he will be contacting the Bear Hill area residents regarding a project that will be coming up soon. He also stated that he had not had the opportunity to take a close look at the auction contract, so he would like to wait until next month to approve it. Mr. Boesel will also speak with the Palmyra Community Center to make sure they will still be willing to run concessions.

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

Councilman DeRue reported to the other board members that he did not have any updates on either the Vienna St Apartments or the proposed Marquart Trailer Park Sewer Project. He was awaiting a proposed contract from the lawyers representing the apartments, as well as awaiting a meeting with all involved with the sewer project.

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

1. Assessor's Office Report for March: The assessor will combine her January thru March report at the April meeting.

The board members briefly discussed (without naming) the applicants that were put forward to join the Board of Assessment Review. It was noted that the Assessor did not want to move forward with one particular appointment, and this decision was also unanimously agreed with by the board.

2. CEO Report for March: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates of compliance for February 22, 2022 thru March 22, 2022.

3. Minutes from Zoning Board Meeting from March 10, 2022: Minutes from the Zoning Board meeting from March 10, 2022 were shared with the board.

It was also mentioned that there was interest from someone in the community to join the Zoning Board.

4. Minutes from Planning Board Meeting from March: None for the month of March 2022

INFORMATION There was no additional information received.

AGENDA ITEMS

1. Accept: Resignation/Retirement letter from Animal Control Officer and Town Constable Gary Rose: Todd Pipitone made the motion to accept the resignation/retirement letter from Animal Control Officer and Town Constable Gary Rose. His last day on payroll will be April 27th, 2022.

Second: Doug DeRue Vote: 3 Ayes. Carried

This letter will be **ATTACHMENT B**

2. Approve: Supervisor to Sign Agreement Allowing for Out of District Sewer Connection for 1096 Rt 21 South: Todd Pipitone made a motion to approve the Supervisor to sign an agreement allowing for an Out of District Sewer Connection to 1096 Rt 21 South (Tom Hulbert), only after approval by Wayne County Water and Sewer Authority, Palmyra Code Enforcement, and the Palmyra Legal Counsel. Any or all costs born of this project will be paid by the owner of 1096 Rt 21 South (aka 1096 Canandaigua Rd).

Second: Brad Cook Vote: 3 Ayes. Carried

3. Approve: Girl Scouts To Leave A Food Drive Tote: Brad Cook made the motion to allow the Girl Scouts to leave a food drive tote at the Town Hall for two weeks beginning next week.

Second: Todd Pipitone Vote: 3 Ayes. Carried

This will be put on the town website as well as Facebook.

4. Approve: Re-appointment of Matt Krolak to the Wayne County Planning Board: Todd Pipitone made a motion to re-appointment Matt Krolak to the Wayne County Planning Board, as the representative for the Town of Palmyra, for another 3-year term beginning May 1, 2022.

Second: Doug DeRue Vote: 3 Ayes. Carried

5. Accept: Letter from Supervisor notifying Board of Family Medical Leave: Todd Pipitone made the motion to accept the letter from Supervisor Kenneth Miller notifying the Palmyra Town Board of his Family Medical Leave from beginning March 14, 2022 and ending April 12, 2022. Brad Cook seconded and a roll call vote was requested.

James Welch, Deputy Supervisor	AYE
Todd Pipitone, Councilman	NAY
Brad Cook, Councilman	AYE
Doug DeRue, Councilman	AYE

Vote: 1 Nay.
3 Ayes. Carried

MOTION TO APPROVE CLAIMS AND EXPENDITURES

Todd Pipitone made the motion to approve claims and expenditures March 2022 – Vouchers #2022-254 thru #2022-395 totaling \$283,176.81.

Second: Brad Cook Vote: 3 Ayes. Carried

MOTION TO ENTER INTO EXECUTIVE SESSION

At 7:27 PM, Todd Pipitone made the motion to enter into executive session to discuss particular personnel.

Second: Doug DeRue Vote: 3 Ayes. Carried

MOTION TO EXIT EXECUTIVE SESSION

At 8:37 PM, Todd Pipitone made the motion to exit executive session to discuss a matter concerning particular personnel.

Second: Brad Cook Vote: 3 Ayes. Carried

MOTION TO ADJOURN

At 8:38 PM, Todd Pipitone made the motion adjourn the meeting.

Second: Doug DeRue

Vote: 3 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Town Clerk

ATTACHMENT A

LETTER FROM BRYANT SEUS

ATTACHMENT

**RETIREMENT LETTER FROM ANIMAL
CONTROL OFFICER/TOWN CONSTABLE**

Regular Town Board Meeting
Thursday April 28, 2022
7:00 PM -EAST PALMYRA FIRE HALL