

**REGULAR MEETING OF THE TOWN BOARD  
PALMYRA TOWN HALL  
December 22, 2022**

At 7:00 p.m., Supervisor Miller called to order the Town Board meeting and public hearing, scheduled for Thursday, December 22, 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  
Brad Cook, Councilman  
Doug DeRue, Councilman  
Todd Pipitone, Councilman

**ATTENDANCE**

Also in attendance: Chuck & Julie Hartman, Michael Jaromin (sp?), Maple Avenue residents including: Roger Dunlap, Ann and Joel Neal, Jeremy Bedette, Dean Heckman, Chris and Jeff Johncox, Keith May, and Eric Vanderstyne.

Councilman Pipitone made the motion approve the minutes from the Town Board meeting on November 22, 2022.

Second: Brad Cook

Vote: 4 Ayes. Carried

**GUEST SPEAKER**

WC EMS Board Representative Mike Catalano was unable to attend.

**COMMUNICATIONS RECEIVED**

None currently.

**PUBLIC INPUT**

Dean Heckman and Jeremy Bedette, both of Maple Avenue, were in attendance representing concerned residents that live near the Marquart Mobile Home Park (existing and proposed). The following comments were read by Mr. Heckman. **(ATTACHMENT A)**

**December 22<sup>nd</sup>, 2022 Palmyra Town Board Meeting  
Marquart Village Mobile Home Park Expansion Considerations**

December 22<sup>nd</sup>, 2022

Dean & Tammy Heckman

As neighboring property owners of the planned MVMHP Expansion Project, we would like to provide the following Comments & Considerations to the Palmyra Town Board as they review and consider support for this project.

We want to ensure that any expansion of MVMHP does not impact the "quality of life" we, and other neighbors, currently enjoy in this quaint country setting as this is why we moved here in the first place. We would also like to ensure that any impact on our community from this project is positive and supports the Town's overall Master Plan.

**Comments & Considerations**

Please note that this is not an exhaustive list as it is based on the limited information gathered during the 9/22/2022 Town Board Meeting and discussions with other neighbors.

Comments:

- We would like to commend Mr. Cook for his willingness to invest in our community and for his patience as he - and his company - navigate the numerous legal and bureaucratic requirements necessary for a project of this magnitude. Doing business in New York State is extremely challenging at best and we wish him the best of luck in his business ventures.
- We would also like to commend Mr. Cook for his willingness to take questions, understand our concerns and adjust the MVMHP Expansion Plans as needed to be a good neighbor. It is our understanding that he adjusted the plans from what was presented at the September 22, 2022 Palmyra Town Board Meeting which demonstrates good faith and good intentions in our opinion. Something we hope continues throughout this process.

Considerations:

- We would like to see Cook Properties clean-up and fix what is currently in the park before expanding.
- Make the expansion an age 55+ only community.
- Consider the impact on wildlife in the area. Our neighborhood enjoys a wonderful deer population along with many other animals that make this area their home while roam the woods and fields on, and around, our properties.
- Should the expansion be approved, please limit any new lighting so the expanded portion isn't lit up 24x7.
- Scale back the project and limit the number of new trailers, recreation facilities, driveways and parking lots / parking areas.

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- o Keep the last trailer, roadway, parking area at least 200' from the edge of the current wooded area on the Northern side of the open field – or – approximately 550' South of the actual Northern property line. Please see the Google Maps image below. The area bordered in white is the proposed "buffer". Anything below or to the left of the white border is recommended.
- o Keep the last trailer, roadway, parking, recreational area at least 200' from the edge of the Eastern property line. Please see the Google Maps image below. The area bordered in white is the proposed "buffer". Anything to the left or below the white border is recommended.
- At the September 22<sup>nd</sup>, 2022 Palmyra Town Board Meeting, Mr. Cook stated that he would be willing to sell some of the proposed MVMHP Expansion land to neighboring property owners. We would like to keep this consideration open and have it resolved prior to final Town of Palmyra Board approvals for the project.
  - o With regard to neighbors being offered an opportunity to purchase property from Mr. Cook and Cook Properties, there is a concern that the "per acre cost" will be inflated to such a degree that neighboring property owners simply cannot afford it. We are asking for a fair and equitable price for property that will essentially be "Evergreen" and undeveloped.
  - o Property within the Google Maps image white outline (below) is an approximate area of interest for purchase by bordering neighbors.



West - South West view from the back window of Heckman home.

Thank you,

Dean & Tammy Heckman  
Homeowners @ 2467 Maple Avenue, Palmyra, NY 14522-9372  
Phone: 315-597-2699

The following comments and maps were read and provided by Mr. Bedette.

(ATTACHMENT B)

### Comments and Considerations of MVMHP Expansion

*These below information, comments and considerations regarding the Marquart Village Mobile Home Park Expansion are the comments and beliefs of Jeremy and Shauna Bedette who reside at 2477 Maple Avenue Palmyra, New York. While these viewpoints may be similar to other residents in the Maple Avenue neighborhood, they are not a direct representation of their opinions and therefore should only be considered the official comments of Mr. and Mrs. Bedette.*

#### Cook Properties/Jeffery Cook

- While we oppose the issuance of a special use permit for the property located on Macedon Center Rd, which Cook Properties intends to build/expand the existing mobile home park, we do not personally have anything against Mr. Cook. We applaud him for looking to grow his business and his interest in investing in Palmyra.
- We appreciate Mr. Cook making himself available to answer questions/concerns and his commitment to being "a good neighbor."

#### September 2022 Meeting

- Following the September 2022 meeting in which a map and preliminary proposal was submitted, we had a conversation with Mr. Cook. During that informal conversation, Mr. Cook advised they (Cook Properties/Wayne County Properties) want to be "good neighbors" and we discussed him selling a portion of the property (specifically the wood lot at the North end of the property) to us as a buffer.
- At that time, the proposal placed the furthest most manufactured home much further south of the wood line than the current proposal does.
- Mr. Cook also advised during that conversation, that they (Cook Properties/Wayne County Properties) would be willing to install fencing, trees, berms, etc. in order to help disrupt the views of the park and provide an even greater barrier.

#### Questions

- What is the strategic plan/future goals for Palmyra? We currently are without a grocery store. However, we have five (5) gas stations and six (6) manufactured home parks as listed;
  - Valley View (S. Townline Rd)
  - Trolley Rd
  - Canalside Dr (Off State Rt. 31)
  - Marquart Village (Macedon Center)
  - Willow Creek off State Rt. 21
  - Maple Creek (North Creek Rd/State Rt 21).
- What steps are being taken to address water/run-off/etc. as portions of the property to the North (where we live) and to the East are declared Federal Wetlands (Photo 1).
- What steps are being taken to preserve wildlife and the effects on wildlife as residents of the neighborhood, including us, enjoy seeing the variety of large and small species that call this property home.
- What prevents even further expansion in the future?

**Considerations**

- Again, while we oppose the creation of this new property/expansion of MVMHP, we would like the following things to be considered should the Board look to move forward with the approval of the special use permit.
  - Make newer park a 55+ community.
  - Limit ambient/overhead lighting in new park
  - Approval with the contingency that the area outlined in the photo below (photo 2) are sold to neighbors at a fair not inflated price to be "ever green" and used a buffer zone from the park.
  - Work does not begin until corrections and upgrades are satisfactory in the current park and the sale of the "buffer zone" has been completed.

There is a reason why we moved out of the village. We moved to the Maple Avenue neighborhood in August of 2020 because we wanted peace and quiet. We wanted to step outside our back door and see darkness. We welcomed the rural residential lifestyle. We enjoy the multiple horse farms and wildlife and walks in the woods. We often tell our realtor, who we remain in contact with, that we found the perfect place for our family. My goal is for that to remain the case.







The Maple Ave residents also voiced a concern regarding the state of the original park, and the fact that many trailers are empty and in disrepair.

It was explained to the residents that the Mr. Cook has replaced many of the existing trailers in the original park already, but it is difficult to take an existing trailer and make it look new.

After some discussion, Councilman Cook asked to have CEO Pat Sheridan keep the board up to date on the code and compliance at the existing trailer park.

**NOTE:**

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

*\*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. Update on Closed Landfill:** Supervisor Miller reported that there is a conference call set up on January 9<sup>th</sup>, 2023 to read over the consent order. The lead agent on this will be Mr. Amann.

**2. Update on Snow Removal for Town Hall Entrances:** No luck finding a service so far. In the meantime, the highway dept. will take care of snow removal at the town hall entrances and Councilman Cook will forward names of potential people for Supervisor Miller to contact.

**3. Letter from NYS Town Clerk Association:** A letter was received from NYSTCA to inform the board that the Town Clerk was awarded certification as a Registered Municipal Clerk (RMC). Certification is only granted after stringent education and experience requirements have been met.  
**(ATTACHMENT C)**

**4. Canal Corporation Embankment Integrity Program:** The NYS Canal Corporation has completed the final Generic Environmental Impact Statement for the proposed Barge Canal Earthen Embankment Integrity Program, and there is now a Final Embankment Maintenance Guide Book available. All information is available for download at [www.nyscanalintegrity.org](http://www.nyscanalintegrity.org)

**5. Letter from the Office of NYS Temporary Disability Assistance:** A letter was received and emailed to the Board on December 19, 2022, regarding the NYS Low Income Household Water Assistance Program. This is an emergency assistance program that was approved by the WCWSA. Acceptance by the Town of Palmyra of the LIHWAP benefits requires that the town adhere to the terms and conditions. The book keeper is holding on to the payment received until the board decides what it would like to do. The Supervisor will follow up with WCWSA as to what we should do.

**6. Update on Agreement with Vienna Place Apartments:** There was no further news from them. However, the Town Clerk did speak to the town attorney who had already alerted the lawyer representing Vienna Place Apartments that if nothing further was presented, the board would still agree with the existing agreement that was still in place for the next two years.

**7. Update from last meeting regarding Court Bailiff Agreement with the Village:** The previous agreement is still in effect though it expires on December 31<sup>st</sup>, 2022. Mr. Welch will contact the village so that a new agreement can be created for 2023 with the same terms.

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

**-Councilman Bradley Cook**

**Report to the Board  
Town Clerk Office  
December 2022**

December was the perfect month to begin preparing all our year end financials, and get ready for Town and County tax collection. The legal notice has not been sent to the newspaper as I have not yet received the warrant or taxes from the county. This is the first time they are outsourcing the printing of the bills, and without knowing when we will receive taxes or when I can put postage on them myself at the county, (this new system the county has is ridiculous!), I can only hope to have them separated and processed and mailed out to home owners and banks on December 31<sup>st</sup>. Collection begins when we return after the New Year. Sorry to be negative, but Wayne County has really dropped the ball on this one!!

Any contracts that were previously approved have been sent out awaiting additional signatures where appropriate.

Through dog licensing in November, we sold 67 licenses totaling \$661.00, misc sales, including marriages licenses, hunting/fishing, vital record requests, Bingo proceeds, Zoning & Escrows etc – added an additional \$4,508.10. Total check disbursements for the month of November totaled \$5,169.10.

Thank you, Heidi J., and Heidi S. (and Brad Cook as our liaison) for making 2022 a fantastic year in the Town Clerk's office!



**2. Building Update:** Airquip HVAC came to the Town Hall and serviced all heating equipment and changed filters. We will see them again in 6 months when it is time to service AC units.

**Public Works: Highway Department, Equipment and Facilities**

**- Councilman James Welch**

**1. Highway Department report for December:**

**HIGHWAY SUPERINTENDENT REPORT  
FOR TOWN BOARD MEETING  
12/22/22**

Since the 11/22/22 Town Board meeting we have completed the following work:

- **Plowing/Sanding** –To date this winter season we have made a total of 10 trips out of the barn.  
A comparison to this point of the past 5 winter seasons is below:
  - December 2021 – 12 trips.
  - December 2020 – 17 trips.
  - December 2019 - 32 trips.
  - December 2018 - 31 trips.
  - December 2017 - 33 trips.
- **Brush Mowing/Tree Work** – This month we completed brush mowing on Trolley, Garnsey, Cornwall, S.Townline, Quaker and Division Streets. We will continue as weather permits. Additionally, over the past 2 days we worked alongside a tree surgeon crew from Empire Tree and took dozens of dead trees down on the following roads: Walker, Parker, Leroy, Goldsmith, Schilling, Harris, Trolley, Garnsey, P.Gibson, S.Creek, Floodman, Palmer.
- **Salt Orders** – So far for the month of December we have ordered 200 tons of salt. For the winter season we have received 219 tons of our 2600-ton allotment, or approximately 8% of our allotment.
- **Snow Fence** – On 11/29 and 12/2, we were finally able to install most of our snow fence.
- **Fleet Maintenance** – Over the past couple weeks of snow plowing I'm hoping we have worked the bugs out of much of the truck fleet and we continue with general maintenance on the entire fleet after each plow run. We will soon start to bring in various 'summer'-related pieces of equipment for their annual servicing and maintenance work.

- **Personnel –**
  - Bill Austin remains out since 10/12 and I have been running his truck and plow route.
  - Sandy Farbizio's last day is next Friday. She has been cross training Mary Beth Braman, who will fill the position in January. Sandy has indicated all along that she is only a phone call away. I would like to express extreme thanks to Sandy for her years with us and willingness to assist with this transition now and in the future.
  
- **Highway Dept Issues:**
  - **Office/Breakroom Heat** – The boiler in the office/breakroom continues to be a problem. We believe we have a problem with the intake line, either in the tank or underground. In the meantime, I have explored quotes for a Heat Pump System for heat and air. I hope to have quotes for the next meeting.
  - **Phone System** – The landline phones have not worked for most of the year with the exception of voicemails. I have a quote from Integrated Systems to provide phone service to the Highway Department for discussion/approval.

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

Mr. Boesel was absent this evening, but resident Sue Hartman from 4122 N. Creek Rd wanted to thank the highway department for removing the garbage and electronics from the side of the road!!

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

Councilman DeRue reported that he had spoken to Village Trustee Mark Warters, and they have decided to wait until they have a new attorney to deal with regarding the Village Fire Contract.

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

**1. Assessor's Office Report for December:**

**REPORT TO THE TOWN BOARD FROM THE ASSESSOR'S OFFICE  
DECEMBER 16, 2022**

We have sent out the Low-income Senior and the Ag exemption forms that are due by March 1<sup>st</sup> 2023. This is about a month earlier than we usually send them out. We have been receiving both back rather steadily. The low

income Senior Forms were able to be sent out early due to last year's law change requiring the 2021 income instead of the 2022 income.

As always, any newly requested Senior STAR Renewals are mailed as requested, they can also be picked up in our office. To be eligible the applicant must be 65 by December 31, 2023, and their adjusted gross income for 2021 must be under \$93,200. Only those that currently have the Basic STAR can sign up with our office for the Enhanced STAR. Those currently on basic Star who qualify for the Enhanced need to apply by March 1<sup>st</sup>!

Before the end of the year all the Low income Disabled, Clergy and non-profit exemption forms will be mailed out to be returned no later than March 1, 2023.

Field review was done on Wednesday December 14<sup>th</sup> for building permits and properties on the recheck list. I have been working on valuing completed improvements and will be going out again before March 1<sup>st</sup> to inventory anything else that has been permitted or need to be rechecked.

The following are the sales/transfers for the month of October:

October 2022 Sales/Transfers						
MAP #	HS #	STREET		SALE \$	SALE DATE	TAV 2022
64111-07-686752	138	Canal		\$100,000	10/7/2022	\$134,700
64111-10-299670	534	W Main	**	\$1	10/1/2022	\$139,500
64111-10-361559	130	Hyde		\$6,180	10/3/2022	\$117,700
64111-11-503625	145	Gates	**	\$1	10/7/2022	\$139,800
64111-11-584623	152	Washington		\$149,900	10/14/2022	\$143,700
64111-11-722526	215	Walker		\$117,500	10/13/2022	\$114,500
64111-12-762678	322	E Main	**	\$1	10/1/2022	\$129,200
64111-12-962591	310	Vienna	**	\$52,000	10/13/2022	\$97,700
65111-09-004519	118	Crescent		\$165,000	10/1/2022	\$139,700
65111-09-013558	356	Vienna		\$182,000	10/7/2022	\$177,000
64111-07-616976	1740	Maple	**	\$1	10/25/2022	\$186,000
64111-19-652201	1120	Route 21 S		\$180,000	10/14/2022	\$151,500
66112-00-620015	1769	Port Gibson	**	\$118,401	10/12/2022	\$227,200
66112-00-696248	1958	Port Gibson		\$194,200	10/13/2022	\$164,200
66112-00-697259	1966	Port Gibson		Land included in above		\$15,800
66112-00-715646	4702	N Creek	**	\$1	10/1/2022	\$159,400
66113-00-990454	2928	Cambier		\$170,000	10/13/2022	\$164,400

TAV – Total Assessed Value

\*\* Indicates an invalid Sale/Transfer

**\*\*\*Also, we will need two (2) new members for the Board of Assessment Review. We have been short a member for a couple of years and as of September we are now short two (2) members. It is not easy to find someone to serve on this board, so it is going to take time to find someone who is willing to do the job. \*\*\***

If you have any questions or concerns, please let me know. As a reminder starting in January, I will only be in the office on Tuesdays and Thursdays.

**2. CEO Report for December:** Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that included a list of building permits and certificates of compliance for November 17, 2022 thru December 20, 2022.

**3. Minutes from Zoning Board Meeting from December:** None from this month.

**4. Minutes from Planning Board Meeting from December 12<sup>th</sup>, 2022:** Minutes from the Planning Board meeting were distributed to the Town Board members.

## INFORMATION

**1. Association of Towns Training School and Annual Meeting:** Association of Towns Training School and Annual Meeting will be held at the New York Marriott Marquis, February 19-22, 2023. Mr. Cook said he thought it was important that we budget for this in the future and asked if the Town Clerk would investigate going this year. Discussion ensued with the board members, and the town clerk said she would be willing to go, and agreed to find out total cost before the Organizational meeting. The board was reminded that this is NOT the same as the training I get at the Town Clerk Conference.

**2. Bicentennial Gala:** The Wayne County Bicentennial Gala will be held on May 13<sup>th</sup>, 2023 at the Ballroom at Carey Lake. Cost is \$50.00 per person. Tickets will be available soon.

## REGULAR AGENDA ITEMS

**1. Approve: Nelson Claeysen to continue serving on the Town Planning Board:** Todd Pipitone made the motion to approve Nelson Claeysen to continue serving on the Town Planning Board with his new term beginning on January 1<sup>st</sup>, 2023, and ending December 31, 2027.

Second: Brad Cook

Vote: 4 Ayes. Carried

**2. Approve: Shawn Devlin to continue serving on the Zoning Board of Appeals:** Todd Pipitone made the motion to approve Shawn Devlin to continue serving on the Zoning Board of Appeals with his new term beginning on January 1<sup>st</sup>, 2023, and ending December 31, 2027.

Second: Doug DeRue                      Vote: 4 Ayes. Carried

**3. Approve: Approve Date for Organizational Meeting in 2023:** Todd Pipitone made the motion to approve Tuesday January 3, 2023, at 7 PM, at the Palmyra Town Hall, for the 2023 Organizational Meeting.

Second: Brad Cook                      Vote: 4 Ayes. Carried

Mr. Cook asked the Town Clerk to have the total cost to attend the 2023 NYC Association of Towns Training School by the organizational meeting.

**4. Approve: Resolution #18-2022: Authorize Budgetary Journal Entries to close the 2022 Fiscal Year:** Todd Pipitone made the motion to approve the Town Bookkeeper to make any necessary adjusting and budgetary journal entries in closing the 2022 fiscal year, as written:

Second: Jim Welch                      Vote: 4 Ayes. Carried

**RESOLUTION #18-2022 AUTHORIZE BUDGETARY ADJUSTMENTS  
TO CLOSE 2022 FISCAL YEAR- TOWN OF PALMYRA  
WAYNE COUNTY, New York State**

**BE IT RESOLVED**, that the Town Board of the Town of Palmyra authorizes the Town Bookkeeper to make any necessary budgetary journal entries in closing the 2022 fiscal year.

Adopted this 22nd day of December, 2022, at the regular meeting of the Palmyra Town Board.

**By Order of the Town Board at a Meeting on December 22, 2022**

**5. Approve: Resolution #19-2022 Amendment to Resolution #16-2022:**

Todd Pipitone made the motion to approve Resolution #19-2022 Amendment to Resolution #16-2022 Adopting Revised Schedule Of Income Eligibility Levels For The Town Of Palmyra Real Property Tax Exemption For Persons Sixty-Five Years Of Age Or Older, as written below:

Second: Brad Cook

Vote: 4 Ayes. Carried

**RESOLUTION #19-2022  
AMENDMENT TO RESOLUTION #16-2022 ADOPTING REVISED  
SCHEDULE OF INCOME ELIGIBILITY  
LEVELS FOR THE TOWN OF PALMYRA REAL PROPERTY TAX EXEMPTION  
FOR PERSONS SIXTY-FIVE YEARS OF AGE OR OLDER**

**WHEREAS THE TOWN BOARD OF THE TOWN OF PALMYRA HAD ADOPTED**, pursuant to the provisions of Section 467 of the Real Property Tax Law, a revised schedule of maximum income eligibility levels for the Town real property tax exemption for persons sixty-five (65) years of age or older;

**BUT WHEREAS THE SCHEDULE NEEDS TO BE AMENDED**, the following schedule of maximum income exemption eligibility levels is now hereby approved and adopted:

<b>Annual Income Range</b>	<b>Exemption</b>
<b>Percentage</b>	
\$16,100 or less	50% exemption
More than \$16,100, but less than \$17,100	45% exemption
\$17,100, or more, but less than \$18,100	40% exemption
\$18,100 or more, but less than \$19,100	35% exemption
\$19,100 or more, but less than \$20,000	30% exemption
\$20,000 or more, but less than \$20,900	25% exemption
\$20,900 or more, but less than \$21,800	20% exemption
\$21,800 or more, but less than \$22,700	15% exemption
\$22,700 or more, but less than \$23,600	10% exemption
\$23,600 or more, but less than \$24,500	5% exemption
\$24,500 or more	Not Eligible

**RESOLVED**, to also include the municipal option -- any person otherwise qualifying under this section shall not be denied the exemption under this section if he becomes sixty-five years of age after the appropriate taxable status date and on or before December thirty-first of the same year.



**AND BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately and shall apply to assessment rolls prepared based on taxable status dates occurring on or after January 1, 2023.

**Duly moved and carried by the Town Board of the Town of Palmyra on December 22, 2022**

**6. Approve: Purchase of Minute Books for Town Clerk Office:** Brad Cook made the motion to approve purchase of Minute Books from Williamson Law Books, not to exceed \$300.00. This is a budgeted purchase.

Second: Jim Welch                      Vote: 4 Ayes. Carried

**7. Accept: Resignation Letter from Clerk to the Highway Superintendent:** Jim Welch made the motion to accept the resignation letter from Sandra Farbizio, Clerk to the Highway Superintendent, with her last day being December 31, 2022.

Second: Todd Pipitone              Vote: 4 Ayes. Carried

**8. Approve: New Hire as Part-Time Clerk to the Highway Superintendent:** Jim Welch made the motion to hire Mary Beth Braman as part-time clerk to the Highway Superintendent, 12.5 hours per week at a rate of \$18.00 per hour, beginning January 1<sup>st</sup>, 2023. Ms. Braman has 21 years of experience working for highway departments in Wayne County!

Second: Doug DeRue                  Vote: 4 Ayes. Carried

**9. Approve: Integrated Systems phone service at Highway Barns:** Jim Welch made the motion to approve Integrated Systems to supply phone service to the Highway Department, at a rate of \$77.32 per month plus the one time set up fees.

Second: Todd Pipitone              Vote: 4 Ayes. Carried

**10. Accept: Resignation Letter from Member of Palmyra Zoning Board:** Todd Pipitone made the motion to accept the resignation letter from Tim Wizeman, member of the Palmyra Zoning Board, with his last day being December 30<sup>th</sup>, 2022.

Second: Brad Cook                      Vote: 4 Ayes. Carried

It was asked for the vacancy to be added to the Town's website.

**11. Accept: Disclosure letter from BPD Municipal Finance:** Todd Pipitone made the motion to accept, and have Supervisor sign, letter of service from Bernard Donegan, Inc., which includes language that provides greater transparency to their Municipal Clients. This is required by the SEC and MSRB.

Second: Brad Cook      Vote: 4 Ayes. Carried

**12. Approve: Supervisor to Sign Court Bailiff Agreement:** Todd Pipitone made the motion for the Supervisor to sign the court bailiff agreement with the village once it is done.

Second: Doug DeRue      Vote: 4 Ayes. Carried

**MOTION TO APPROVE CLAIMS AND EXPENDITURES**

Todd Pipitone made the motion to approve claims and expenditures for December 2022 – 1278 Vouchers #2022 - 1391 thru #2022 totaling \$61,260.12.

Second: Doug DeRue      Vote: 4 Ayes. Carried.

**MOTION TO ADJOURN**

At 7:37 PM, Jim Welch made the motion to adjourn the meeting.

Second: Todd Pipitone      Vote: 4 Ayes. Carried.

Respectfully submitted,

Irene Unterborn  
Town Clerk

**ORGANIZATIONAL MEETING (IF APPROVED)**

**Tuesday January 3, 2023**

**7:00 PM – Palmyra Town Hall**

**REGULAR TOWN BOARD MEETING**

**Thursday January 26, 2023**

**7:00 PM – Palmyra Town Hall**