

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
March 23, 2017**

At 7:01 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, March 23, 2017, 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
- Bradley Cook, Councilman

Councilman Todd Pipitone was absent.

Brad Cook made the motion to correct Resolution #8-2017 Town of Palmyra Transfer of Unexpended Balance: “**Whereas**,transfer \$610,000 from expended surplus in Part Town Fund...”, should have read “**Whereas**, ...transfer \$450,000 from expended surplus in Part Town Fund...” as was written in the “*motion*” portion of the resolution.

Second: Mike Lambrix Vote: 3 Ayes. Carried

Jim Welch made the motion to approve the minutes from Special Meeting on March 16, 2017, as amended, at the March 23, 2017 meeting.

**MTN:
APPROVE
PREVIOUS
TOWN BOARD
MINUTES**

Second: Brad Cook Vote: 3 Ayes. Carried

ATTENDANCE

Also attending was: EMS Representative Mike Catalano, Stacey Wicksall (Macedon Library), Marc Carrier, Frank Vascukynas, Mike Woodard, Scarlett Miles, and Highway Superintendent Mike Boesel.

ATTENDANCE

HEARING

There was no official hearing this evening.

COMMUNICATIONS

The board was provided a notarized letter from Garnsey Rd residents in which the topics included: a statement made at the January 26th, 2017 regarding water pipe/conduit, an invitation to the board to visit 910 Garnsey Rd to have a piece of pipe removed in their presence, and asked for proof that NYSDEC advised the board to “photograph and dispose of water and soil samples” that had been submitted on September of 2014.

This letter will be **ATTACHMENT A**

PUBLIC INPUT

Marc Carrier – Garnsey Rd: Mr. Carrier was given three minutes to address the board and commented and made the following additional seven submissions which combined will become **ATTACHMENT B**:

- Response to comment made that submitted water pipe was actually conduit.
- Photograph of pipe being removed on the day that was removed.
- In response to Mr. Miller’s earlier claim that he had no reason to believe that industrial waste was disposed of at the landfill, two board minutes from 1959 were submitted. Included in one of these minutes was a report of letter from the Village clerk to the town, stating that “arrangements are being made by the Garlock Packing Co. to relieve the village dump of receiving waste material as soon as weather permits”
- NYSDEC Site Record that states the nearest dwelling is about 300 feet to inactive landfill. The record also states both coal ash and waste oil as contaminants. The final Site Environmental Assessment also states “No known or potential environmental problems. No further action necessary.”
- Photo of proximity of landfill to dwelling.
- Re-submitted a crude map that was supplied to Garnsey Rd residents with additional comments added.

The Town Clerk accepted these submissions to be included in the Town Board Minutes as well as to be shared with Town Counsel. The town clerk also noted she has *not* received a video from Mr. Carrier.

When the clerk contacted Mr. Rubery the following day, he stated that he had already received a copy of the materials submitted from Mr. Carrier.

Frank Vascuynas – Garnsey Rd: Mr. Vascuynas had nothing further to add to Mr. Carrier's comments regarding the inactive landfill.

Reports of Standing Committees

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

1. Paul Bender - Re: McGrath Property : Supervisor Miller stated that everything has been finalized and submitted for the McGrath property on Tellier Rd/West St (map and paperwork) to the county, town clerk, code, and highway department.

2. NYMIR Coverage Endorsement Data Breach Form: Jackie Shaffer forwarded this information and wondered if we would like to add this to our coverage in case there is a breach in our computer system. Supervisor Miller invited the board to review the information regarding the NYMIR Coverage Endorsement Data Breach Form, and directed any questions to Jackie Shaffer.

Human Services: Town Clerk, Archives, and Town Hall Facility - Councilman Bradley Cook

1. Town Clerk Report:

TOWN CLERK OFFICE REPORT TO THE BOARD **MARCH 2017**

Through dog licensing in February 2017, we sold 80 licenses totaling \$638.00, misc sales, and marriage licenses, hunting/fishing, vital record requests, FOIL requests, zoning etc- added an additional \$4,916.10. Total check disbursements for the month of February were \$5,554.10.

March has been steady with Town and County tax collection and water payments. So far, since January 1, we have collected \$4,219,497.46 of the \$4,893,330.65 tax warrant....leaving just \$674,664.46 to be collected until the final deadline of March 31st.

Custom 31 Graphics installed the internal "Employee Only" and "Emergency Exit" signs where applicable on glass doors, wood doors, and metal crash bars. I am still waiting for quotes for larger interior signs....I have reached out again to both companies that visited; they have just not produced quotes as of yet.

We have received many compliments this winter on the convenience ramp that was installed in the front of the town hall last year. Many are looking forward to the front entrance becoming a fully accessible entrance.

2. Building update: Councilman Cook informed the board that we were still waiting for some quotes coming in and hopes that we will be able to report on the additional signs etc. at the upcoming April meeting.

**Public Works: Highway Department, Equipment and Facilities -
Councilman James Welch**

1. Highway Department report for March: Highway Superintendent Mike Boesel submitted the following report from February 23rd through March 23rd, 2017:

**Highway Superintendent Report
For Town Board Meeting
03/23/17**

Since the 02/23/17 meeting we have completed the following work:

- **Plowing/Sanding** –To date this winter season we have made a total of 90 trips out of the barn. A comparison to this point of the past 5 winter seasons is below. The average of the 5 seasons below is 83.
 - March 2016 - 53 trips
 - March 2015 - 114 trips
 - March 2014 - 128 trips
 - March 2013 - 77 trips
 - March 2012 - 42 trips.
- **Salt Orders** – To date this winter season we have ordered approximately 1865 tons of our 2800 ton allotment, which approximately 78% of our requested allotment.
- **Winter Fleet Maintenance** – Over the past 30 days we have continued with general maintenance on the entire winter and summer fleet of equipment.
- **Advocacy Day Approval - CHIPs Funding** – I attended our annual Advocacy Day in Albany on March 7-8th along with approximately 650 attendees to lobby for increased local CHIPs Funding. We had 15 hwy supts from Wayne County. Currently the Senate and Assembly are proposing \$75M and \$50M increases respectively, along with full funding for the PAVE-NY and BRIDGE-NY programs. I am optimistic for an increase this year and am hoping for an on-time budget by April 1st. Stay tuned!
- **Wind Storm** - On the afternoon of Wednesday March 8th, we experienced severe wind gusts, over 80mph was recorded at the Rochester Airport. Neighboring communities to the west and north experienced more destruction from these winds than we did in Palmyra. We only had a couple issues of trees blocking, but no issues with wires.
- **Snow Storm** - From Tuesday March 14th - Thursday 17th, we received over 2-feet of snow and the crew logged approximately 14-17 hours of overtime each. We made 11 of our 22 snow plow trips during the month of March occurred over this 2.5 day period. The crew was tired, but encouraged by many appreciative residents. Fortunately, we did not experience any breakdowns during the storm but did encounter some minor repairs after.
- **Highway Facility Update** - Our Hwy Facility Task Force has continued to work diligently on this project over the past 30 days. Most of our work centered on finalizing the project cost figures leading up to the Special TB meeting on March 16th. On the agenda tonight is a Resolution to continue to pursue the project by Special Election.
- **Brush mowing/Tree work** - We have performed brush mowing and tree work on Cole Road, Desmith Road, and Harris Road.

- **Palmyra Municipal Auction** – The date has been set for Saturday May 13, 2017. The Auction Contract is on the agenda tonight for approval.

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

2. Mowing Contract and Auction Contract (for approval later tonight):

Auction contract is still being reviewed by legal, and the mowing contract is still being reviewed by the highway superintendent.

Councilman Welch congratulated the highway department on a job well done during this last winter storm!

Town Development: IT & Phones, Fire Protection Contracts, and Strategic Plans - Councilman Todd Pipitone - ABSENT

1. Telephones- Update: Supervisor Miller reported that we went live as of today with the new phone system, and we are experiencing many problems. The clerk is making a list of issues with the phones that need to be addressed, that when complete, will be given to the phone representative. Councilman Cook asked if they are not working, couldn't we get rid of them? Mr. Miller stated that this is something that he will look into with Councilman Pipitone.

2. Time Warner Contract Update: Mr. Miller said there was no update on our contract at this time. *Time Warner* is currently switching everything over to the company name *Spectrum* at this time.

Government Operations: Assessor, Youth & Aging, Code Enforcement/Planning Board, and Justices - Councilman Michael Lambrich

1. Assessor's Office Report for March:

REPORT TO THE TOWN BOARD FROM THE ASSESSOR'S OFFICE MARCH 21, 2017

We have been busy this month trying to tie up loose ends with all of our exemption. Some people had only brought us their forms and not the income information that we need to process the form. We have been sending out post cards as a reminder as well as phoning those we can get a hold of. There are still several people that we are chasing down for this information.

I have been busy valuing the improvements that code has been issuing building permits for. I am almost done with that part of the value, but I still need to go out and get a photo of these improvements, especially the ones that do not have a C of for yet to see how much has been done since the last time it was inspected.

Also attached are the new values for CSX Railroad and Special Franchise that are determined by the State every year. As you can see, we lost \$39,144 from the railroad and \$407,441 from the Special Franchise value this year for a total loss of value of \$446,585.

Joan will be out of the office this Thursday and Friday to attend a Tentative Roll prep class and an ethics class. These have been approved by the board in a prior meeting.

As always, if you have any questions or concerns, please do not hesitate to contact me, I will give you any information you are looking for as long as I have access to that information.

The new values for CSX Railroad and Special Franchise will be **ATTACHMENT C.**

2. Code Enforcement/Zoning Office Report- March: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members including a list of building permits and certificates of compliance for February 22, 2017 through March 31, 2017. Councilman Lambrix invited all to read it at their leisure.

3. Minutes from Zoning Board Meeting for March: None provided at this time.

4. Minutes from Planning Board Meeting for March: None provided at this time.

Supervisor Miller wanted it noted that at a recent visit to Garlock Industries (who is currently doing many renovations), the company had nothing but good to say about Code Enforcement Officer Pat Sheridan.

Information

1. Local Law change for Macedon: The town of Macedon is establishing new zoning requirements for Town of Macedon Solar Energy System Requirements. This is an informational item only, but they were sharing the hearing information for the local law change with the town of Palmyra as this type project may fall within 500 ft of our municipality.

2. Mike Catalano- EMS Advisory Report: Mr. Catalano reported that EMS has changes to a 5 minute status check for its ambulance drivers, which is the same used currently for law enforcement. He also stated that they are still working on the CAD reporting system, and will hopefully have current reports soon.

3. Macedon Town Library: The Macedon Library will be holding a 259 vote included with the Pal-Mac School budget vote on May 16th, 2017 to raise the Macedon Library Tax rate from \$2.15 per \$100,000.00 assessment, to \$5.63 per \$100,000.00 assessment. That will raise an additional \$24,218.00 per year towards the Macedon Library budget, and includes the tax payers in the Palmyra Town and Village. This does not in

any way effect the Palmyra Community Library budget. This was informational only as shared from Stacey Wixsall from the Macedon Library. No action is required from the town of Palmyra. Discussion ensued and Stacy Wixsall asked to address the board. When asked why Palmyra residents were still going to pay for the Macedon Library (from a line item on school tax bill raising it from \$15,000.00 to \$39,218.00) she explained the many services that the Macedon Library provides and that she believes 18% of people that use Macedon Library are from Palmyra. Mr. Miller will be requesting a copy of the data collected that proves that fact, as some Palmyra addresses are actually in the Town of Macedon.

4. Political Calendar- Wayne County Board of Elections sent a political/election calendar to the board.

5. Recognition of Student Athlete Accomplishments: An e-mail was received from Tom Schmandt, Director of PE, and Athletics for Palmyra Macedon CSD regarding the following student athlete accomplishments:

Pal-Mac Senior Andrew McEwen – *Boys Swimming (100 Breaststroke)*
Class C

Pal-Mac Junior Cydney Halsey- *Girls Indoor Track (High Jump Champion)*
Class C

6. AAA Defensive Driving Class: There will be a Defensive Driving Class on Tuesday April 11th, 8AM-2:30PM at the Palmyra Town Hall. This class is open to Palmyra Town/Village employees and costs \$28.00 per person, payable day of class.

7. 2016 Annual Financial Report: Palmyra Bookkeeper, Petra Anderson, has filed the Annual Financial Report for 2016, with in the Town Clerk's Office, and is available for public review. The following legal notice was sent to the Wayne Times:

**LEGAL NOTICE
TOWN OF PALMYRA ANNUAL FINANCIAL REPORT
FISCAL YEAR 2016**

NOTICE IS HEREBY GIVEN, that the 2016 Annual Financial Report for the Town of Palmyra has been filed with the Office of the State Comptroller and with the Palmyra Town Clerk.

Said report is available for viewing by any interested party at the Town Clerk's office, 1180 Canandaigua Road, Palmyra, during regular business hours: 9 a.m. to 5 p.m., Monday through Friday.

Dated: March 23, 2017
Irene E. Unterborn
Palmyra Town Clerk

Agenda Items

1. Approve: Acceptance of Short Environmental Assessment Form for the proposed Truck Storage Building: Brad Cook made the motion to approve and accept the short form SEQR as submitted by Code Enforcement Officer Bob Grier on January 28, 2017, after the board had reviewed the Part 2 Impact Assessment and found that the proposed truck storage building will not result in any significant adverse environmental impacts. **SEQR form will be ATTACHMENT D**

Second: Mike Lambrix Vote: 3 Ayes. Carried.

2. Approve: Resolution #9-2017 AUTHORIZING THE CONSTRUCTION OF A TOWN HIGHWAY BARN: Jim Welch made the motion to approve Resolution #9-2017 of the Town of Palmyra, New York, authorizing the construction of a Town Highway Barn at a cost not to exceed Six hundred ten thousand (\$610,000.00) dollars at the Town Complex located at 131 Kent Street, Palmyra NY.

Second by Brad Cook. A roll call vote was requested.

Councilman Michael Lambrix Aye
Councilman James Welch Aye
Councilman Brad Cook Aye
Supervisor Miller Aye
Vote: 4 Ayes. Carried.

The resolution reads as follows:

**RESOLUTION #9-2017 OF THE TOWN OF PALMYRA, NEW YORK
AUTHORIZING THE CONSTRUCTION OF A TOWN HIGHWAY BARN AT A
COST NOT TO EXCEED SIX HUNDRED TEN THOUSAND (\$610,000.00) DOLLARS
AT THE TOWN COMPLEX – 131 KENT STREET, PALMYRA, NEW YORK**

WHEREAS, the Town of Palmyra has determined that there is a need to enlarge its storage facilities for Town Highway Trucks and Equipment; and

WHEREAS, the Town has determined that there is a need for a new facility; and

WHEREAS, there had been engineering reviews of the facility by both MRB and Labella engineering firms, and a need was identified by both; and

WHEREAS, the Town, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated there under (SEQRA) , has completed its environmental review and has determined that it is a Type 2 action and the implementation of the action proposed will not result in any significant adverse environmental impacts; and

WHEREAS, this storage facility will replace the existing facility; and

WHEREAS, it is expected to be largely financed by the unexpended balance of the Part Town Funds; and

WHEREAS, the Town of Palmyra’s proposed construction of the Town Barn is subject to a referendum as required by Town Law; and

WHEREAS, the Town of Palmyra did have a public meeting at the Town Highway Complex to review the proposed construction; and

NOW, THEREFORE, be it resolved that the Town of Palmyra does hereby adopt the following proposition which will be voted on by all eligible voters of the Town of Palmyra at a special election to be held in May of 2017:

PROPOSITION NO. 1

Shall the Town of Palmyra authorize the construction of a Town Highway Barn at a cost not to exceed Six Hundred Ten Thousand (\$610,000.00) Dollars at the Town Complex – 131 Kent Street

By Order of the Town Board at a Meeting on March 23, 2017

Supervisor Miller stated that this is the mechanism that puts this project in motion, and thanked Mike Boesel for his efforts.

3. Approve: Supervisor to sign contract with County for Mowing on County Roads: Jim Welch made the motion to allow the Supervisor to sign contract with Wayne County for Mowing on County Roads upon Highway Superintendents review and approval.

Second: Mike Lambrix Vote: 3 Ayes. Carried

Councilman Cook asked Mr. Boesel to send out an e-mail with total cost and whether it went up or down. This basically covers our mowing personnel.

4. Approve: Highway Superintendent to sign Palmyra Town Auction Contract with Teitsworth: Verbally, Teitsworth had no problem with requested changes to the agreement for the municipal auction in May, but Mr. Rubery is currently reviewing to make sure it is now acceptable. Jim Welch made the motion to allow the Highway Superintendent to sign Palmyra Town Auction Contract with Teitsworth with approval from our legal counsel and including the minor changes.

Second: Brad Cook Vote: 3 Ayes. Carried

Approve claims and expenditures Mike Lambrix made the motion to approve the claims and expenditures for the month of March- Vouchers #6572 thru #6670, totaling \$89,765.68.

Second: Jim Welch Vote: 3 Ayes. Carried

Adjourn Meeting: At 7:42 PM, Mike Lambrix made the motion to adjourn the meeting.

Second: Brad Cook

Vote: 3 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Town Clerk

Regular Town Board Meeting
Thursday April 27, 2017
7:00 PM – East Palmyra Fire Department