

**REGULAR MEETING OF THE TOWN BOARD  
PALMYRA TOWN HALL  
July 28th, 2022**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, July 28th, 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  
Todd Pipitone, Councilman  
Doug DeRue, Councilman

Motion was made by Doug DeRue to approve the minutes of the Town Board meeting which took place on June 23rd, 2022.

Second: Jim Welch      Vote: 4 Ayes. Carried

**ATTENDANCE**

Also in attendance: Casey Carpenter from the Wayne Times, Chuck & Julie Hartman, Steven & Diane Fuchs, Terry & Corrine Huling, and Don Wilkins,

**HEARING**

There was no official hearing this evening.

**GUEST SPEAKER**

WC EMS Board Representative Mike Catalano was unable to attend.

**COMMUNICATIONS RECEIVED**

None at this time

**PUBLIC INPUT**

Diane & Steven Fuchs and Terry & Corrine Hurling from Quaker Rd  
*Re: Dangerous Driving situations on Quaker Rd*

The above neighbors from Quaker Rd. addressed the board regarding the unsafe speeds that people drive on that road. Supervisor Miller explained that the town periodically gets inspected by the state with regards to signage, and all is in order. Unfortunately, the board cannot address this as it is a law enforcement problem. He did suggest having a speed monitor (thru the county) installed, and then contacting the sheriff's department to request more coverage. He also suggested contacting our Highway Superintendent and having a "blind drive" sign installed.

**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. Update on Old Landfill:** There has been no activity, but our attorney emailed to ask if we were contacted by DEC. We have not, so we have been instructed to wait to hear from them.

**2. Update on Proposed Marquart Sewer Project:** Mr. Cook and Supervisor Miller met with Marty Amann from the WCWSA. They are no longer planning to expand their property and sewer project as it will be very cost prohibitive. The owner of Marquarts have decided to sell the additional property instead.

**3. Update on Western Wayne Regional Waste Water Treatment Plant (WWTP):** Mr. Miller met with Mr. Amann from the WCWSA and they discussed searching for grants, and will be moving forward as 3 of 4 towns are having compliance issues with DEC. Prices have soared on materials, so they are hoping to have new bids to open with next month.

**4. Follow Up Regarding Animal Shelter Agreement W/ Village, And the Hiring of Tracy Brown (Animal Control) Permanently:** Mr. Miller is looking for input regarding hiring Tracy Brown permanently and working up a contract for her employment. He would also like to contract with the village to share the kennel to make it easier for our mutual animal control officer. Input from the other board members would be welcome on this topic as well.

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

**-Councilman Bradley Cook**

**1. Town Clerk Report for July:** Town Clerk was unable to attend and will combine July and August reports.

**2. Building Update:** We have had door repairs, weed maintenance and weed spraying. We will also have a quote shortly from Andy Jacobs to remove railing and repair the concrete around the south entrance.

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

**- Councilman James Welch**

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

**Highway Superintendent Report  
For Town Board Meeting  
07/28/22**

Since the 6/23/22 Town Board meeting we have completed the following work:

- Brushmowing – Cambier, Fagner
- Hauling – various stone for several projects
- Cold Patching/Sign Maintenance – cleared vegetation and improved visibility all around Town
- Inter-municipal Assistance
  - 7/7/22 - 1 Palmyra milling machine assist Macedon Hwy with rebates
  - 7/26/22 – 1 Palmyra truck assisting Walworth Hwy with chipsealing
- **Summer Road Work** – In the past month, we have been busy brush mowing, ditching, cutting shoulders and asphalt wedging several roads in preparation for surface treatment. Some of these include Cambier, Omeal, Hazen, Eckert, and Hogback.

- **Culvert Repairs** - Before the end of the summer, we have several culvert issues that we are looking to address. These include, but are not limited to;
  - Daansen Road Culvert Replacement
  - Division Street Culvert Rehab
  - Lusk Road Culvert Rehab
- **Dry Summer/Dead Trees** – This July has been very hot and dry. Even the slightest weather event, coupled with the Ash Borer disease, seems to cause fallen trees along roadsides. We are intending to ramp up removal of as many of these dead ash trees within our road ROW as possible thru the months ahead.

**Mr. Boesel copied Councilman Welch in on an email to the County regarding the Mowing Contract. They never got back to him, and when he returns, he will attend to it first thing.**

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

**1. Update on East Palmyra Fire Contract:** Copy was given to Mark Wartens, trustee, with the changes that need to be made. The Town Clerk and Village Clerk will complete the signature pages.

**2. Update on Vienna Street Apartments:** Deal is still in works but moving thru the hands of lawyers very slowly.

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

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

**REPORT TO THE TOWN BOARD  
FROM THE ASSESSOR'S OFFICE  
July 19, 2022**

The Final Roll was filed with the Town Clerks office before July 1<sup>st</sup> as prescribed by law. We may still have updates to STAR when the updated list from the state comes out sometime this month

As you know last July, I attend the Seminar on Appraising put on by the NYSAA (New York State Assessor's Association). I took the IAO-1: Assessment Methodologies & Techniques. It provided a lot of good information and helped to be prepared for the test. I took the IAO

(Institute of Assessing Officers) exam Saturday July 23<sup>rd</sup> in Ithaca, this was a Five (5) hour exam. I needed to be full time for 4 years before I was able to take the exam. I will need to pass the test and be full time for 5 years to become a member of the IAO.

A backup was sent to the County on July 21<sup>st</sup> for school tax purposes.

Also, we are going to be short two (2) Board of Assessment Review members for the 2023 Grievance hearings. Nelson Claeysen's term expires in September, and he has formally resigned. We will also need to fill the second vacancy. This should be done as soon as possible.

As always, if you have any questions or concerns, I can be contacted in my office most days.

*\* Assessor will be asking to make a purchase of a new printer for Julie's office. Not to exceed \$300.*

*\*She has about \$54 left in her equipment budget and will have about \$230 left in her education budget as she is only taking one class this year as she has "carry over" credits.*

**2. CEO Report for July:** Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates of compliance for June 21, 2022 thru July 26, 2022.

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

**4. Minutes from Planning Board Meeting from July:** None from this month.

## **INFORMATION**

There will be a free movie (*Jungle Cruise*) in the Palmyra Village Park on Friday, August 5, 2022 at dusk. In case of rain the movie will be played here at the Town Hall at 8:00 PM.

**REGULAR AGENDA ITEMS**

**1. Approve: Resolution #9-2022: Standard Work Day and Reporting Resolution for Elected and Appointed Officials:** Todd Pipitone made the motion to approve Resolution #9-2022: Standard Work Day and Reporting Resolution for Elected and Appointed Officials.

Second: Brad Cook                      Vote: 4 Ayes. Carried.

This will be posted on the website, bulletin board, and at the Village Hall for 30 days.

**2. Approve: Purchase of HP Monochrome/ Laser jet printer for the Assessor’s Clerk:** Todd Pipitone made the motion to approve the purchase of an HP Monochrome/ Laser jet printer for Assessor’s Clerk, not to exceed \$300.00.

Second: Brad Cook                      Vote: 4 Ayes. Carried.

**3. Approve: Resolution #10-2022 Resolution Authorizing The Cancellation Of Outstanding Checks From The Disbursement Account:** Todd Pipitone made the motion to approve the Resolution #10-2022 Resolution Authorizing The Cancellation Of Outstanding Checks From The Disbursement Account, as written.

Second: Jim Welch                      Vote: 4 Ayes. Carried.

**RESOLUTION #10-2022 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; and

**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>
31500	May 2021	\$ 150.00

**Duly moved and carried by the Town Board of the Town of Palmyra on July 28, 2022**

**MOTION TO APPROVE CLAIMS AND EXPENDITURES**

Todd Pipitone made the motion to approve claims and expenditures for July 2022, vouchers #2022-745 thru #2022-862 totaling \$115,522.59

Second: Doug DeRue

Vote: 4 Ayes. Carried.

**MOTION TO ENTER EXECUTIVE SESSION**

At 7:30 PM, Jim Welch made the motion to enter into executive session to discuss contract negotiations and particular personnel.

Second: Brad Cook

Vote: 4 Ayes. Carried

**MOTION TO EXIT EXECUTIVE SESSION**

At 8:02 PM, Todd Pipitone made the motion to exit executive session.

Second: Brad Cook

Vote: 4 Ayes. Carried

**MOTION TO ADJOURN**

At 8:03 PM, Doug DeRue made the motion to adjourn the meeting.

Second: Jim Welch

Vote: 4 Ayes. Carried.

Respectfully submitted,

Irene Unterborn

Town Clerk

(As reported to me by Heidi Jarvis, Deputy Town Clerk)

**Regular Town Board Meeting**  
**Thursday August 25, 2022**  
**7:00 PM - Palmyra Town Hall**