

**REGULAR MEETING OF THE TOWN BOARD
SEPTEMBER 23, 2004**

The regular meeting of the Town Board, Town of Palmyra, scheduled to be held on Thursday, September 23, 2004, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, NY, was called to order at 8:00 PM by Town Supervisor David C. Lyon.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Upon roll call, the following board members were present:

- David C. Lyon, Supervisor
- Michael Lambrix, Councilman
- Kenneth Miller, Councilman
- James Welch, Councilman
- Councilman Dave Nussbaumer was not present

ROLL CALL

Also present at the meeting were:

- Nelson F. Cook, Palmyra Highway Superintendent
- Carol Austin, *Canandaigua Daily Messenger* reporter
- Todd J. Pipitone, reporter for the *Courier-Journal*
- Don Reeners, 889 Port Gibson Rd.
- Joanne Reeners, Macedon
- Lissa Rail-Cicero, 993 Floodman Rd.
- Bob Grier, Palmyra Code Enforcement/Zoning Officer

MEETING ATTENDANCE

Motion was made by Ken Miller to approve the minutes of the August 26, 2004 meeting of the Town Board.

**MTN: APPRV.
MINUTES OF
8/26/2004 MTG.**

Second: Mike Lambrix Vote: 4 ayes

COMMUNICATIONS

Memo about Palmyra Comprehensive (Master) Plan: Town Clerk Lynne Green and Village Clerk Alicia Lynch received memos from Stuart I Brown Associates, along with a draft copy of the proposed Comprehensive Plan, plus 15 Comprehensive Plan Summaries. The Draft Plan is available for public review in the Town Clerk's office, the Village Clerk's office, and two copies are in the Palmyra King's Daughters Free Library.

MEMO ABOUT COMPREHENSIVE PLAN

The Summaries are available to hand out to the public, if they request it. The public hearing, originally scheduled for September 9, has been rescheduled for October 7, 2004, 7:00 p.m., at the Palmyra Town Hall.

REPORTS OF STANDING COMMITTEES

Buildings and Grounds Committee – Ken Miller, Chairman

TOWN HALL REPAIRS UPDATE

Update on various tasks at Town Hall: Ken Miller reported that the town is “whittling away on minor repairs” around the building. He added that the roof is in need of attention as soon as possible.

Highway Committee – Michael Lambrix, Chairman

UPDATE ON GOLDSMITH/ LUSK/SHILLING RECONSTRUC- TION PROJECT

1. Update on Goldsmith/Shilling/Lusk intersection reconstruction project: Mike Lambrix noted that the reconstruction project is coming along well. Nelson Cook provided details of the culvert work his crew has been working on.

ROCK SALT UPDATE

2. Rock salt update for this winter: Cook reported there are 78,000 pounds of salt now in the town barns ready for the upcoming winter.

QUARTERLY CK. RECD. FROM MORRISON

3. Quarterly check received by town: Cook informed the board that the quarterly check from Morrison for \$899.50 had been received.

Planning Committee – James Welch, Chairman

PUBLIC HEARING SCHEDULED FOR PALMYRA COMPREHEN- SIVE PLAN

1. Public hearing for the Palmyra Comprehensive (Master) Plan: Jim Welch reported that the public hearing—by the Master Plan Committee—for the proposed Palmyra Master (Comprehensive) Plan had been rescheduled for Thursday, October 7, at 7 p.m. in the Large Meeting Room of the Town Hall, so there was no report. As noted in “Communications” above, copies of the Plan and a summary of the Plan are available at the Town Clerk’s office for review.

MAIN STREET PROGRAM MEETING SCHEDULED

2. Main Street program: Welch reminded the board that the meeting with the Main Street committee, with Beth Claypoole of the Cornell Cooperative Extension, will be on October 12.

Zoning Committee – David Nussbaumer, Chairman

Code Enforcement Officer's monthly Update: CEO Bob Grier submitted a Permit Activity Summary as of September 23, which includes information on building permits, inspections and open complaints.

**CEO REPORT
FOR SEPT.**

INFORMATIONAL ITEMS

1. Report to the Board—Town Clerk's office: A summary of work done during September is highlighted in this month's report, submitted by Deputy Town Clerk Betsy Lewis. Volunteers from the LDS temple completed four weeks of transcribing meeting minutes from the 1800s into electronic format. Now this information can be accessed by the public. We thank them for their community service to the town.

**TOWN CLERK
OFFICE SEPT.
REPORT**

Archives Rooms now have new air conditioning units, as part of the grant awards made to the town earlier this year. Keeping the rooms at a pre-determined temperature and humidity level helps ensure their proper preservation.

September began the tax collection for the 2004-2005 Palmyra-Macedon School District with very heavy tax payment traffic at the Town Clerk's office counter. Collection continues through October.

2. Assessor's Report: Assessor Elaine Herman reports almost all small claims hearings have been heard. Joan Gates has completed her full-time with the Assessor, and is now back to her original schedule—half-time in the Assessor's office and half-time in the Town Clerk's office.

**ASSESSOR'S
REPORT FOR
SEPT.**

3. Update on Maple Avenue/Meadow Drive sewer interest survey: Lynne Green reported that follow-up letters had been sent to residents of this area which had not previously responded to the initial letter. At the time of the board meeting, over a dozen responses had been received. Requests for municipal sewer service are more than double those who are not interested in participating.

**MAPLE AVE.
SEWER
SURVEY
RESULTS**

AGENDA ITEMS

1. Income Eligibility Levels for property tax exemption for persons sixty-five years of age or older: A new list was provided to the board detailing the annual income eligibility levels for property tax exemptions for Senior Citizens in the town of Palmyra. Dave Lyon noted that the modest increase in income levels brings us up to the levels approved by the county. Though these levels affects a few people in the town, the approval of the new levels is much appreciated by those people.

A resolution to accept the following income eligibility levels for property tax exemptions was offered by Mike Lambrix.

Second: Ken Miller

votes: 4 ayes

**RESOLUTION:
INCOME
ELIGIBILITY
LEVELS FOR
REAL
PROPERTY
TAX
EXEMPTION
FOR SENIORS –
REVISED
SCHEDULE**

RESOLUTION: 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

RESOLVED, pursuant to the provisions of Section 467 of the Real Property Tax Law, that the Town Board of the Town of Palmyra has duly held a public hearing on the adoption of the following revised schedule of maximum income eligibility levels for the Town real property tax exemption for persons sixty-five (65) years of age or older; not, therefore, be it

RESOLVED, pursuant to Section 467 of the Real Property Tax Law, that the following schedule of maximum income exemption eligibility levels is hereby approved and adopted:

<u>Annual Income</u>		<u>Percentage Assessed Valuation Exempt from Taxation</u>
<u>More Than</u>	<u>Less Than</u>	
	\$13,500	50%
\$13,500	\$14,500	45%
\$14,500	\$15,500	40%
\$15,500	\$16,500	35%
\$16,500	\$17,400	30%
\$17,400	\$18,300	25%
\$18,300	\$19,200	20%
\$19,200	\$20,100	15%
\$20,100	\$21,000	10%
\$21,000	\$21,900	5%
\$21,900		0%

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 on the basis of taxable status dates occurring on or after January 1, 2005.

- 2. Special Use Authorization for Ultimate Recycled Plastics: Jim Welch explained to Don Reeners, who was in attendance, that after further review, the hours of operation for Ultimate Recycled Plastics would be expanded to include the hours of 7 a.m. to 8 p.m., Monday through Friday, and 8 a.m. to 6 p.m., on Saturday. No hours of operation on Sunday were offered. Welch added that outside of these hours of operation, there were to be no drop-offs or pick-ups. Welch made the motion to include these expanded hours.

**SPECIAL USE
AUTHORIZATN
TO ULTIMATE
RECYCLED
PLASTICS FOR
EXPANDED
HOURS**

Second: Mike Lambrix

Vote: 4 ayes

- 3. Fire Department Contracts hearings: Mike Lambrix made the motion to set the public hearing to discuss contracts with Palmyra Fire Department, East Palmyra Fire Department and Port Gibson Fire Department on Thursday, October 28, 2004, at 8:00 p.m., at the East Palmyra Fire Hall.

**PUBLIC
HEARINGS FOR
FIRE DEPT.
CONTRACTS
SET FOR
10/28/2004**

Second: Jim Welch

Vote: 4 ayes

- 4. Purchase of computer equipment for Assessor's office: Assessor Elaine Herman would like to purchase two workstations for her office, along with a laser color printer and a scanner. She has enough funds in her STAR program administration reimbursement to accomplish this without impacting the town budget. Ken Miller asked if all Assessor PCs are on XP. Lynne Green answered that some are on Windows 2000 and others on Windows 98. Dave Lyon added that the Assessor's office requires software that is compatible with the ORPS (NY State Office of Real Property Services) computer system.

**REQUEST FOR
NEW
COMPUTER
EQUIPMENT IN
ASSESSOR'S
OFFICE**

The following motions were made for specific pieces of equipment, funds to be taken from the available Assessor's STAR reimbursement money:

MTN: APPRV
HP WORK
STATION

a. Approve a Hewlett Packard Workstation not to exceed \$805.
Motion: Mike Lambrix 2nd: Jim Welch Vote: 4 ayes

MTN: APPRV
HP WORK
STATION

b. Approve a second Hewlett Packard Workstation not to exceed \$805.
Motion: Mike Lambrix 2nd: Ken Miller Vote: 4 ayes

MTN: APPRV
XEROX LASER
COLOR
PRINTER

c. Approve Xerox Phaser 6100 laser color printer, not to exceed \$400.
Motion: Mike Lambrix 2nd: Ken Miller Vote: 4 ayes

MTN: APPRV
HP SCANNER

d. Approve Hewlett Packard Scanjet 5550c scanner, not to exceed \$300.
Motion: Mike Lambrix 2nd: Ken Miller Vote: 4 ayes

5. Adjustments and modifications to 2004 budget: The following adjustments to the current budget are needed:

Budget Modifications for General Fund:

MTN: MODIFY
BUDGET
FOR GENERAL
FUND—
RECORDS
MGMT

Motion: Mike Lambrix Second: Jim Welch Vote: 4 ayes

Increase Revenue:

Records Management
A3060 \$11,112.00

Increase Expense:

Records Mgmt – Equipment
A1460.200 \$11,112.00

To modify budget for grant money awarded to the town:

MTN: MODIFY
BUDGET FOR
GRANTS
AWARDED TO
TOWN—FUND
BAL.

Motion: Dave Lyon Second: Jim Welch Vote: 4 ayes

Increase Expense:

Town Clerk – Cont Exp
A1410.400 \$600.50

Appropriate From:

Appropriated Fund Balance
A0599 \$600.50

To appropriate a portion of STAR money from fund balance (tax collection)

Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL.-- ELECTIONS
<i>Increase Expense:</i> Elections – Cont Exp A1450.400 \$441.47	<i>Decrease Expense:</i> Elections – Personal Svcs A1450.100 \$441.47		
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Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL.— RECORDS MGMT
<i>Increase Expense:</i> Records Mgmt – Cont Exp A1460.400 \$278.46	<i>Decrease Expense:</i> Record Mgmt - Equipment A1460.200 \$278.46		
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Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL. -- BUILDING
<i>Increase Expense:</i> Building – Cont Exp Electric A1620.400 \$1,486.63	<i>Decrease Expense:</i> Building – Cont Exp/Gas & A1620.401 \$1,486.63		
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Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL. – MUNICIPAL ASSOC DUES
<i>Increase Expense:</i> Municipal Assoc Dues A1920.400 \$999.00	<i>Decrease Expense:</i> Municipal Assoc Dues A1920.200 \$999.00		
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Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL. -- CONTINGENT ACCT
<i>Increase Expense:</i> Computer Suppt – Cont Exp A1680.400 \$485.00 Judgments & Claims A1930.400 \$918.00	<i>Decrease Expense:</i> Contingent Account A1990.400 \$1,403.00		
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Motion: Dave Lyon	Second: Jim Welch	Vote: 4 ayes	MTN: PORTION OF STAR MONEY FROM FUND BAL. – DEBT SERVICE
<i>Increase Expense:</i> Debt Svc - Principal A9710.600 \$00.12	<i>Decrease Expense:</i> Debt Svc - Interest A9710.700 \$00.12		
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Budget Modifications for Part-Town Fund:

**MTN: MODIFY
BUDGET FOR
PART-TOWN
FUND—
CONTINGENT
ACCT**

Motion: Mike Lambrix Second: Ken Miller Vote: 4 ayes

Increase Expense:

Judgments & Claims
B1930.400 \$901.88

Decrease Expense:

Contingent Account
B1990.400 \$901.88

Budget Modifications for General Fund (Highway):

**MTN: MODIFY
BUDGET FOR
GENERAL
FUND—
HIGHWAY
GARAGE**

Motion: Mike Lambrix Second: Jim Welch Vote: 4 ayes

Increase Expense:

Garage – Equipment
A5132.200 \$4,898.81

Decrease Expense:

Garage – Cont Exp
A5132.400 \$4,898.81

Budget Modifications for DA Highway:

**MTN: MODIFY
BUDGET FOR
DA HIGHWAY --
MACHINERY**

Motion: Mike Lambrix Second: Ken Miller Vote: 4 ayes

Decrease Revenue:

Consolidated Highway
DA3501 \$12,000.00

Decrease Expense:

Machinery - Equipment
DA5130.200 \$12,000.00

To reflect CHIPS money that will not be received by DA Highway

**MTN: MODIFY
BUDGET FOR
DA HIGHWAY –
PERSONAL
SVCS.**

Motion: Mike Lambrix Second: Jim Welch Vote: 4 ayes

Increase Expense:

Judgments & Claims
DA1930.400 \$100.78

Decrease Expense:

Misc/Weeds – Personal Svcs
DA5140.400 \$100.78

**MTN: MODIFY
BUDGET FOR
DA HIGHWAY –
MACHINERY
EQUIPMENT**

Motion: Mike Lambrix Second: Ken Miller Vote: 4 ayes

Increase Revenue:

Capital Note
DA5740 \$100,000.00

Increase Expense:

Machinery - Equipment
DA5130.200 \$100,000.00

To reflect money received from Capital Note for purchase of a loader.

Budget Modifications for DB Highway:

Motion: Mike Lambrix Second: Ken Miller Vote: 4 ayes

Increase Revenue:

Service – Other Govts
DB3501 \$12,000.00

Increase Expense:

Improvements – Capital Outlay
DB5112.200 \$12,000.00

**MTN: MODIFY
BUDGET FOR
DB HIGHWAY –
IMPROVEMNTS
CAPITAL
OUTLAY**

To reflect CHIPS money received

Motion: Mike Lambrix Second: Jim Welch Vote: 4 ayes

Increase Expense:

General Repairs – Personal Svcs
DB5110.100 \$21,048.00

Decrease Expense:

Improvements – Personal Svcs
DB5112.100 \$21,048.00

**MTN: MODIFY
BUDGET FOR
DB HIGHWAY –
PERSONAL
SVCS**

Budget Modifications for Part-Town Fund:

Motion: Ken Miller Second: Jim Welch Vote: 4 ayes

Increase Expense:

CEO – Cont Exp/Vehicle
B8015.401 \$381.99

Decrease Expense:

CEO – Cont Exp/Legal
B8015.402 \$381.99

**MTN: MODIFY
BUDGET FOR
PART-TOWN
FUND – CEO
CONT. EXP./
LEGAL**

Motion: Ken Miller Second: Jim Welch Vote: 4 ayes

Increase Expense:

CEO- Cont Exp/Computer Software
B8015.404 \$474.00

Decrease Expense:

CEO – Cont Exp/Legal
B8015.402 \$474.00

**MTN: MODIFY
BUDGET FOR
PART-TOWN
FUND – CEO
CONT. EXP./
LEGAL**

Motion: Ken Miller Second: Jim Welch Vote: 4 ayes

Increase Expense:

CEO – Cont Exp/Education
B8015.407 \$136.00

Decrease Expense:

CEO – Cont Exp/Misc
B8015.410 \$136.00

**MTN: MODIFY
BUDGET FOR
PART-TOWN
FUND – CEO
CONT. EXP./
MISC**

MTN: MODIFY BUDGET FOR PART-TOWN FUND – COMPREHENSIVE PLAN

Motion: Ken Miller Second: Mike Lambrix Vote: 4 ayes

Increase Expense:
 Joint Planning/Comprehensive Plan
 B8025.400 \$5,638.61

Decrease Expense:
 Zoning Ordinance – Cont Exp
 B8021.401 \$3,500.00
 Master Plan – Cont Exp
 B8021.402 \$2,000.00
 Contingent Account
 B1990.400 \$138.61

PRESENTATION OF TENTATIVE 2005 BUDGET TO TOWN BOARD

6. Present tentative 2005 budget to town board for review: Town Clerk Lynne Green presented each town board member with a copy of the tentative 2005 budget. Dave Lyon told each one to look it over, and that workshops would be set up to review the numbers and to meet with department heads, if they so desire. No revisions to the Tentative Budget were made at this board meeting.

7. Gene East Waste Transporter Permit Renewal: At the town board meeting on June 24, 2004, board members agreed to change renewal dates for septic permits "to collect, transport, and dispose of human (sewage and septic sludge) waste materials." Renewals, previously due in the Spring, now coincide with the DEC permits which are issued in September. New renewal dates are October 1st.

Mike Lambrix made the motion to allow Gene East Waste Transporter a renewal through September 30, 2005.

Second: Ken Miller

Vote: 4 ayes

8. Claims and expenditures shown on Abstract #69: Voucher numbers 5479A - 5561 for a total of \$98,798.38. Mike Lambrix made the motion to approve the claims and expenditures as shown on Abstract No. 69.

Second: Ken Miller

Vote: 3 ayes – Motion carries
 Dave Lyon abstained on Voucher 5520

MTN: RENEW GENE EAST WASTE TRANSPORTER 10/1/2004 TO 9/30/2005

MTN: APPROVE CLAIMS & EXPENDITURES ON ABSTRACT 69

9. Motion to Adjourn: At 8:31 p.m., Ken Miller made a motion to adjourn the meeting.

Second: Mike Lambrix

Vote: 4 ayes

Respectfully submitted,

Lyndall Ann P. Green
Palmyra Town Clerk

NEXT MEETING:

THURSDAY, OCTOBER 28, 8:00 P.M., AT EAST PALMYRA FIRE HALL