

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
June 23, 2022**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, June 23, 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

Councilman Todd Pipitone was absent.

Motion was made by Jim Welch to approve the minutes of the Town Board meeting which took place on May 26th, 2022.

Second: Jim Welch Vote: 3 Ayes. Carried

ATTENDANCE

Also in attendance: Casey Carpenter from the Wayne Times, Tracy Vanderwall, Gary & Michelle Rose, Palmyra Village Fire Chief Jeff Bulman, President of the Palmyra Fire Company Gerald Cook, Chuck Hartman, Julie Hartman and Highway Superintendent Mike Boesel.

HEARING

There was no official hearing this evening.

SPECIAL AGENDA ITEMS

Supervisor Ken Miller asked the Town Clerk to read the following two proclamations aloud thanking Gary Rose and Nelson Claeysen for their service to the community.

**PROCLAMATION IN
RECOGNITION OF**

Gary Rose

WHEREAS, the Town Board of the Town of Palmyra, County of Wayne, State of New York, would like to note the nearly 28 years of service to the Town by Animal Control Officer and Town Constable Gary Rose; and

WHEREAS, these many years of service to the Town of Palmyra have benefited the Town and its Residents in many ways; and

WHEREAS, the Town Board of the Town of Palmyra recognizes the dedication Gary Rose has brought to the Town as a whole;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Palmyra wishes to express its appreciation and deep gratitude to Gary Rose for the Time, Effort, Kindness to Animals, and Devotion shown as Animal Control Officer and Town Constable for the Town of Palmyra these many years; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Palmyra hereby proclaims that Gary Rose has set the example for future Palmyra Animal Control Officers; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Palmyra wishes Gary Rose many fruitful and enjoyable years in retirement, and a never-ending supply of sunny days and energy to tackle Michelle's "honey do" list!

Dated: June 23rd, 2022

PROCLAMATION TO HONOR

Nelson Claeyssen

WHEREAS, it is with honor that the Town of Palmyra recognizes and pays tribute to *Nelson Claeyssen* who has made strong contributions to his community and serves as a role model for his peers; and

WHEREAS, *Nelson Claeyssen* was chosen by the Town of Palmyra;
and

WHEREAS, he has served on the Board of Assessment Review for twenty-four years; and

WHEREAS, the Town of Palmyra has conferred the Title of Chairman of the Palmyra Board of Assessment Review upon *Nelson Claeyesen*; and

WHEREAS, he has gone above and beyond his responsibilities in keeping the other board members in line, and serving the local property owners with decorum and impartiality; and

WHEREAS, *Nelson Claeyesen* has contributed tremendously to his community by his steadfast involvement with the assessment process; and

THEREFORE, BE IT RESOLVED that the Town of Palmyra does hereby resolve to recognize *Nelson Claeyesen* for his outstanding and heartfelt commitment to the Town of Palmyra.

Dated: June 23, 2022

1. Approve: Proclamation to Recognize Gary Rose and Honor Nelson Claeyesen: Doug DeRue made the motion to approve the Proclamations to Recognize Gary Rose and Honor Nelson Claeyesen for their service to the town of Palmyra.

Second: Jim Welch Vote: 3 Ayes. Carried

GUEST SPEAKER

WC EMS Board Representative Mike Catalano was unable to attend.

MOTION TO ENTER EXECUTIVE SESSION

At 7:15 PM, Jim Welch made the motion to enter into executive session to discuss contract negotiations and particular personnel.

Second: Brad Cook Vote: 3 Ayes. Carried

MOTION TO EXIT EXECUTIVE SESSION

At 7:49 PM, Jim Welch made the motion to exit executive session.

COMMUNICATIONS RECEIVED

None at this time

PUBLIC INPUT

Tracy Vanderwall, resident and multiple property owner in Palmyra, requested to comment to the board regarding the property assessment process.

She stated that as a landlord many of her properties went up, but that another landlord that has 32 properties has not been raised in 7 – 14 yrs. Ms. Vanderwall also questioned why none of the business assessments went up when many of them are renting apartments above? She also stated that the information given was not correct, there were discrepancies between 2 family and 3 family, questioned why some only went up a small amount when 5 houses away they went up tens of thousands, and felt no good answers were given for certain situations. She wondered why there wasn't a formula that could be easily understood and used. Lastly, she felt that bidding wars were in fact "stress sales" and should not be used as accurate comparison figures, that this will cause people to lose their homes and end as more rental properties in Palmyra.

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. DEC Update on Old Landfill: Supervisor Miller **has finally received the letter from the DEC** stating that the Old Palmyra Landfill site has not resulted in significant adverse impacts to the environment or to public

health, and does not appear to present a significant threat. The question of the landfill has now been moved from “hazardous” to “material management” to be managed by the local DEC. The letters and information can all be found on record in the depositories.

2. Tax Bill Printing: The mailing of tax bills from an outside party was found to be in violation of NYSRPT Law, so the county will still be printing and providing the tax bills to the Town Clerk/Tax Collector so they can be properly sorted before mailing. This finding made the town clerk/ tax collector very happy!

3. Upgrade of Server Software: There is a proposal from Integrated Systems to upgrade the server software to accommodate computer program upgrades. We are currently running 2012, and will be upgraded to 2019. This will be a two-part purchase: the server configuration in the data center (\$2,495.00), and the organizational tailoring install patches and updates to make sure we can still run our existing programs (\$3,400.00). This was budgeted for, and is on the agenda for approval later.

4. Animal Control Officer: Tracy Brown from Arcadia has been acting as our Animal Control officer for the past month, and Supervisor Miller recommends that we reappoint her for one more month. He would also like to talk to the village about utilizing our shelter to make it easier on her. Mr. Miller will follow up on these items.

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

-Councilman Bradley Cook

1. Town Clerk Report for June:

TOWN CLERK OFFICE **REPORT TO THE BOARD** **JUNE 2022**

All has been running smoothly in the Town Clerk’s office. We have seen an upswing in the number of marriage licenses being issued, FOIL requests, fishing licenses, and tourists stopping by for information. The upswing in fishing licenses is not only due to the summer weather, but also due to the fact that Walmart and the other sporting goods stores are short of help and are telling the public that the computers are not working!

Through dog licensing in May, we sold 80 dog licenses totaling \$710.00, misc sales, EZ Passes, marriage licenses, hunting/fishing, vital record requests, code enforcement and escrow deposits, etc- added an additional

\$3,990.10. Total check disbursements for the month of April were \$4700.10.

June 25 & 26, 2022 ARE “Free Fishing Days” in New York State. During these Free Fishing Days/Weekends, anyone can fish the fresh waters of New York State and no [fishing license](#) is required! All other [freshwater fishing regulations](#) still apply.

Tuesday June 28th, is the primary, and there will be voting here at the Town Hall as well as the Village Hall on that day from 6 AM – 9 PM, as well as a Red Cross Blood Drive in the parking lot (bloodmobile) from 10 AM – 4 PM.

2. Building Update: The front door entrance accessible pad still needs to be fixed and the building was sprayed for pests on the morning of June 22, 2022, before anyone arrived. However, the gutters have been cleaned and the building mulched. Highway Superintendent is getting a price to mill and repair the driveway, and the Marathon Energy contract is being reviewed.

Public Works: Highway Department, Equipment and Facilities

- Councilman James Welch

1. Highway Department report for June: Highway Superintendent Mike Boesel reported that they have been very busy the past 30 days with road repairs, easement issues on Rolfe St, and chip sealing and cutting shoulders on roads. He thanked the board for allowing him to purchase the excavator which has made these projects a little easier!

Mr. Boesel attended highway school and noticed there has been a lot of turnovers with highway superintendents in the state.

The main topic of the evening was fuel costs. In the first 5 months of this year, we have spent more than 2 times as much than in the last 3 years! He stated it will be a difficult year as we get closer to working on next year’s budget.

With fuel costs as they are, closer attention is being paid to the mowing contract with the county. He explained that if we do not get additional money for mowing county roadsides, we will have to stick with making only 3 passes on county roads as contracted for. He did say the amount to cut has gone up with the county, but not enough to reflect the new costs for fuel.

Mr. Boesel will check with the county to see if there is extra money available to help cover fuel costs. Councilman Cook stated that he looks at it as offsetting the cost to the town as well as keeping our community safe.

This will all be discussed further at the next meeting.

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

1. Update on East Palmyra Fire Contract: All is moving along smoothly with negotiations. A draft of the two-year contract was provided by the Town Clerk to be shared with the E Pal Fire Department.

Councilman De Rue was waiting to hear back from both the owners of Vienna St Apartments and Marquart Mobile Home Park. Supervisor Miller said that he would follow up with both of them on Monday morning.

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

1. Assessor's Office Report for June:

REPORT TO THE TOWN BOARD
FROM THE ASSESSOR'S OFFICE
JUNE 14, 2022

Change of assessment notices were sent out the beginning of May. These changes were made after the informal meetings, and some were from completed building permits that had not been assessed yet. Chargeback notices were also sent out at the beginning of May. A chargeback is when the new

owner is paying back the amount saved on tax bill(s) for an exemption that the previous owner had received. This does not include the STAR exemption and is usually for Senior Citizens and Veterans Exemptions.

Grievance day was Tuesday the 24th of May this year. We had scheduled a second day for hearings due to the number of Grievances on May 26th. Due to an emergency of one of our Board Members we rescheduled those appointments for the evening of June the 1st. The Board reviewed all filings and made their determinations earlier this month. We will have sent out notice of change or no change by mid-June. This gave us time to complete all the paperwork and have all the determinations signed by the Board of Assessment Review Chairman.

We had eighty (80) grievances for this year. There were six (6) stipulations, stipulations are an agreement made between the property owner and me that are done after the tentative roll is filed but before grievance day. There were also two (2) corrections. The board did make thirty-nine (39) Changes.

The backup for the final roll was submitted to the County on June 13th. As well as the list of Board Determinations. They will print the Final Roll and I will be filing it with the Town Clerk's Office on or before the 1st of July.

The State has determined our final equalization rate for 2022 to be 100%. This information was emailed to me on June 8th, 2022.

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

2. CEO Report for June: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates of compliance for May 24, 2022 thru June 21, 2022.

3. Minutes from Zoning Board Meeting from June: None from this month.

4. Minutes from Planning Board Meeting from June: None from this month.

INFORMATION

Supervisor Miller will be tracking annual training for Workplace Violence and Harassment thru NYMIR. He asked that all department heads hand in the certificates of training to him. This includes all board members, and will be up to each department head to be sure it is completed.

REGULAR AGENDA ITEMS

1. Approve: Approve Temporary Animal Control Officer: Brad Cook made the motion to approve Tracy Brown, Newark Animal Control office to cover the Town of Palmyra, for an additional month, commencing June 9th, 2022, for a rate of \$860.00 for the month, paid by voucher.

Second: Doug DeRue

Vote: 3 Ayes. Carried.

2. Approve: Supervisor to sign Server Upgrade Contract with Integrated Systems: Brad Cook made the motion to approve the Supervisor to sign the two-part contract (server configuration in the data center (\$2,495.00),

and the organizational tailoring install patches and updates (\$3,400.00) to make sure we can still run our existing programs) to upgrade the server, not to exceed \$5,895.00.

Second: Doug DeRue

Vote: 3 Ayes. Carried.

3. Approve: Health Insurance Benefits Resolution #8-2022: Jim Welch made the motion to approve the Health Insurance Benefits Resolution #8-2022, as written below:

Second: Doug DeRue

Vote: 3 Ayes. Carried.

RESOLUTION #8-2022
HEALTH INSURANCE BENEFITS RESOLUTION
Amended January 1, 2022

Effective July 1, 2022, the Town of Palmyra will make available to its full-time salaried employees, full-time hourly employees, and full-time elected officials the following health insurance benefits.

a) The Town will furnish health insurance at no cost to the employee for a single participant in the "SimplyBlue Plus-Platinum 3 Plan" and/or for a single participant in the "Dental Blue Options Plan".

or

b) The Town will pay a sum equal to seventy percent (70%) of the cost of the "SimplyBlue Plus-Platinum 3 Plans" or the "SimplyBlue Plus-Gold 5 Plans" and the "Dental Blue Options Plan". The employee will pay the balance of thirty percent (30%) through payroll deductions. The deductions will start when the insurance is effective.

or

c) For those eligible employees who elect not to participate in either of the above plans and elect not to participate in any of the Town of Palmyra's health insurance plans during the calendar year, the Town will give the employee a credit of One Thousand Dollars (\$1,000.00) per calendar year for any employee that has been employed the entire calendar year. The sum credited will be paid to the eligible employee with the last payroll of the calendar year.

The Town of Palmyra will make available to part-time elected officials, hired before January 1, 2008, the following health insurance benefits.

a) The Town of Palmyra will pay Four Hundred Dollars

(\$400.00) per month of any health insurance plan available through the Town for each full month the employee works. Any amounts due over and above the Four Hundred Dollars (\$400.00) will be taken through a payroll deduction. The deductions will start when the insurance is effective.

Or

- b) For those eligible employees who elect not to participate in the above health insurance plan; the Town will give the employee a credit of One Thousand Dollars (\$1,000.00) per calendar year for any employee that has been employed the entire calendar year. The sum credited will be paid to the eligible employee with the last payroll of the calendar year.

Health Insurance Benefits for part-time employees hired after January 1, 2008:

After January 1, 2008, all new part-time employees: salary, hourly and elected will not be eligible to receive health insurance benefits from the Town of Palmyra. These employees will not be allowed to participate in the Town's health insurance program.

Health Insurance Benefits for employees who retire:

Employees hired after January 1, 1987, who retire with 15 years of service and attain the age of 55 will be entitled to participate in the medical and/or dental plan as a single member subject to the cap imposed by the Town at the time of retirement. The current cap is Two Hundred Fifty-Five Dollars (\$255.00) per month. The retiree's spouse is entitled to participate in the Town medical and/or dental plan by paying the full cost of coverage.

The Town will permit retired employees who chose not to continue to participate in the Town's health insurance plan to receive contributions from the Town toward their health insurance. The Town upon proof of payment of the coverage will reimburse the retiree for the cost of coverage up to the reimbursement cap, which the Town had adopted at the time of their retirement.

MOTION TO APPROVE CLAIMS AND EXPENDITURES

Brad Cook made the motion to approve claims and expenditures for June 2022 – Vouchers #2022-640 thru #2022-744 totaling \$206,548.18

Second: Doug DeRue

Vote: 3 Ayes. Carried.

MOTION TO ADJOURN

At 8:21 PM PM, Doug DeRue made the motion to adjourn the meeting.

Second: Jim Welch

Vote: 3 Ayes. Carried.

Respectfully submitted,

Irene Unterborn
Town Clerk

Regular Town Board Meeting
Thursday July 28, 2022
7:00 PM - Palmyra Town Hall