

REGULAR MEETING OF THE TOWN BOARD

**PALMYRA TOWN HALL
MARCH 9, 2010**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Tuesday, March 9, 2010, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, New York, for a presentation of a proposed Regional Ambulance Service, and other matters of business to come before the Board.

CALL TO ORDER

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

PLEDGE TO THE FLAG

Upon roll call, the following board members were present:

- Kenneth F. Miller, Supervisor
- Michael Lambrix, Councilman
- James Welch, Councilman
- Councilman Todd Pipitone was excused
- Councilman David Nussbaumer was excused

ROLL CALL

The following were in attendance at this meeting: Palmyra Village Trustee David Husk, Todd Blanchard of the Town of Macedon Ambulance Service, John Schlafer, Joe Bruening, John Bruening, Nancy Bruening, Tracey Curry, editor of the *Courier-Journal*, Benjamin Bruce from the State Attorney General’s office in Rochester, Neil Gates and John Rush.

MEETING ATTENDANCE

PRESENTATION

David Husk and Todd Blanchard had prepared a PowerPoint presentation for the Town Board concerning the proposed Regional Ambulance Service. The presentation outlined what the consolidation is, what the goal is of the committee, possible options with a recommendation for each one, how it could work, possible organization layout, start-up costs and ongoing costs—including staffing, benefits, and the committee’s optimal recommendation. Board member Mike Lambrix asked who would be on the Board of Directors of a consolidated service. He also asked that since the Town of Macedon is the lead agency, how is the Town of Palmyra to be represented? Board members had no other questions. Other topics included: Number 1 Priority is Patient Care, the need to bring all boards together, and availability 24/7.

POWERPOINT PRESENTATION TO TOWN BOARD OF PROPOSED REGIONAL AMBULANCE SERVICE

A copy of the PowerPoint presentation is included with these minutes as Attachment A.

INFORMATIONAL ITEMS

COMPLETION OF THREE WATER IMPROVEMENT AREAS PAPERWORK

1. **Paperwork for Three Water Improvement Areas in Final Stages:** Town Clerk Lynne Green reported that final paperwork for the NYS Comptroller's office is complete and approved, as is paperwork for the grant and bond, final forms for the USDA's Rural Development Office, Bond Counsel, Town Attorney, Engineering Report with maps, and final legal notices. Since the original work for the project began in 2004, today was most definitely a time for celebration. Tomorrow, all final documents will be certified and sent to the appropriate agencies. The next step will be the pre-construction meeting. As the weather has been quite warm the last few weeks, the snow is almost all melted. Digging the water lines can begin as soon as the ground is soft enough after the pre-construction meeting.

CANALSIDE ESTATES PHASE 2 STATEMENT OF CONDITIONS FOR SITE PLAN APPROVAL SIGNED BY OWNER

2. **Follow-Up on Statement of Conditions for Site Plan Approval of Canalside Estates Phase II:** As a point of information, since the last Town Board meeting, Kevin Morgan, on behalf of Canalside Estates MHC, LLC, signed the Statement of Conditions for Site Plan Approval of the Phase 2 expansion plan, approved at the February 25th meeting.

CONGRATULA- TIONS TO EAGLE SCOUT KYLE CHAPMAN

3. **Congratulations to Eagle Scout Kyle Chapman:** Palmyra Troop 96 Boy Scout Kyle Chapman has completed the requirements for Eagle Scout. The Town was notified by letter of his achievement, and the Town Clerk was asked to write a letter of congratulations on behalf of the Town Board. Town Clerk did so and sent it to the Advancement Chairman. Supervisor Ken Miller knows Kyle and wrote out his own letter of congratulations to be added to the others at Kyle's Court of Honor March 14th.

REPRESENTATIVE OF ATTORNEY GENERAL'S OFFICE HERE AS PART OF CONSUMER PROTECTION WEEK

4. **Public Comments:** In attendance this evening was Benjamin Bruce, Assistant Attorney General, Rochester Regional Office of the NY State Office of the Attorney General. As part of Consumer Protection Week, he travels to meetings around the area with consumer protection information. His booklets and brochures targeted selecting home improvement contractors that are reputable, as well

as awareness of the rise of identity theft and how to protect oneself from being attacked. He gave a recent example of calls to residents in the Hornell and Corning areas saying the customer's PIN number on the Debit Card had been replaced at the bank. The caller asked for the person's card number, PIN number and bank account number. Over 100 people fell for the scam and gave the caller the information. Withdrawals to their accounts resulted shortly after.

**REPRESENTATIVE
OF ATTORNEY
GENERAL'S OFFICE
HERE AS PART OF
CONSUMER
PROTECTION WEEK**

AGENDA ITEMS

1. **Approve Purchase of Special Archives Software:** The Town was awarded a grant to purchase Archives software compatible with what we previously had scanned and microfilmed in 2006. This software allows us to scan current documents in-house on an ongoing basis. We have the equipment to do this, but lacked the software. Although we received word months ago about having been awarded the grant funds, payment to the Town had been delayed in Albany for many months. The State has also taken certain percentages of the award amount before releasing funds. We were in the difficult position of needing to purchase software with less money to pay for it than the grant would allow. We have also been told the original deadline to complete the grant project is still fixed—even though the funds were released many months late.

**PURCHASE OF
SPECIAL ARCHIVES
SOFTWARE FROM
GRANT FUNDS**

In this scramble to purchase the software at a discount—due to less funds—and have the project completed before the deadline, it is necessary to purchase the special archives software as soon as possible. For this reason, a special abstract was created (Abstract #189) to pay the individual Voucher #11123, for \$2,314.50. Mike Lambrix made the motion to approve the claim and expenditure found in Abstract #189 for \$2,314.50.

**MTN: APPROVE
ABSTRACT #189
FOR \$2,314.50**

Second: Jim Welch

Vote: 3 Ayes. Carried.

2. **Audit of Town Justices' 2009 Financial Records:** Each year, the law states that Town officials will audit the previous year's financial records of the Justices. In past years, those records were brought to a Town Board meeting by the Court Clerk, Helga Haak.

After Helga’s retirement a year ago, Patricia Peterson was appointed Town Court Clerk. She suggested the Town Board, or a representative of the Town Board, visit the court offices to audit the courtroom books, as well as to see the office set-up, much of which is done on the computer. She also invited Board members to sit in on a court session for their own information and enlightenment.

The State Attorney General’s office allows for one Board member to audit the court records and bring back the report to the other Board members. Supervisor Ken Miller visited with Town Justice Terry Rodman on March 4th and filled out the Annual Audit Checklist for January 2009 to March 2010. Mike Lambrix asked Ken if he had found any discrepancies in the audit. Ken said the books all looked in good order to him, and that his recommendation would be to approve the audit.

Mike Lambrix made the motion to approve the audit by the Town Supervisor of Town Justice Financial Records for 2009.

Second: Jim Welch Vote: 3 Ayes. Carried.

**MTN: APPROVE
AUDIT OF
JUSTICE 2009
FINANCIAL
RECORDS**

- 3. Motion to Adjourn: At 7:48 p.m., Mike Lambrix made the motion to adjourn the meeting.

Second: Jim Welch Vote: 3 Ayes. Carried.

**MTN: ADJOURN
MEETING**

Respectfully submitted,

Lyndall Ann P. Green
Palmyra Town Clerk

ATTACHMENT A: PROPOSED REGIONAL AMBULANCE SERVICE
POWERPOINT PRESENTATION—
CONSIDERATIONS AND OPTIONS

**NEXT TOWN BOARD MEETING:
THURSDAY, MARCH 25, 7:00 P.M.
PALMYRA TOWN HALL**