

**TOWN OF PALMYRA
ORGANIZATIONAL MEETING
JANUARY 3, 2002**

The Organizational Meeting scheduled to be held on Thursday, January 3, 2002 at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, Wayne County, New York, 14522 was called to order at 7:30 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 Town Board members were present:

ROLL CALL

- Town Supervisor - David C. Lyon
- Town Board Members - David Nussbaumer
- Lynne Green
- Michael Lambrix
- James Welch

Others present at this organizational meeting included:

- Nelson F. Cook - Highway Superintendent
- Vickie & Stephen Shear – 220 W. Jackson St.

The following appointments were made by Town Supervisor David C. Lyon:

**APPOINTMNTS
MADE BY THE
SUPERVISOR**

- Deputy Supervisor - David Nussbaumer
- Clerk to the Supervisor - Petra Anderson
- Town Historian - Beth Hoad
- Committee Appointments -
 - Highway Committee Chairman - Michael Lambrix
 - Planning Committee Chairman - James Welch
 - Zoning Committee Chairman - David Nussbaumer
 - Economic Development Chairman - Lynne Green

APPOINTMENTS AND SALARIES**MTN TO APV
APPNTMNTS
AND SALARIES
FOR 2002**

The following appointment and salaries were moved by Michael Lambrix:

Deputy Supervisor	David Nussbaumer	\$ NONE
Budget Officer	David C. Lyon	\$ 604/yr
Town Historian	Beth Hoad	\$ 750/yr
Town Constable	Gary Rose	\$ NONE
Code Enforcement Officer (CEO)	Robert Grier	\$39,370/yr
Deputy CEO	Dan Wooden	\$15,800/yr
Animal Control Officer & Rabies Responder	Gary Rose	\$ 7,200/yr
Deputy ACO & Rabies Responder	Michelle Rose	\$ NONE
Deputy Town Clerk	Catherine Contant	\$24,200/yr
Deputy Town Clerk	Carol D'Ambrosia	\$ 11.00/hr
Deputy Town Clerk	Victoria Shear	\$ 10.00/hr
Office Clerk	Carol Hanagan	\$ 9.00/hr
Office Clerk	Sue Regis	\$ 9.65/hr
Computer Program Administrator	Catherine Contant	\$10,800/yr
Records Management Officer	Beverly E. Hickman	\$ NONE
Records Management Coordinator	Carol D'Ambrosia	\$ NONE
Clerk to the Supervisor	Petra Anderson	\$15,000/yr
Registrar (thru 2004)	Beverly E. Hickman	\$ Fee Reimbursement
Deputy Registrar	Catherine Contant	\$ Fee Reimbursement
Account Clerk to the Assessor	Elaine Herman	\$24,000/yr
Deputy Highway Supt	Fred Lawson	\$ 17.18/hr
Bingo Inspector	Elmer VerPlank	\$10.00/occsn
Health Officer (2004)	Malcolm Riggs, MD	\$per statute
Voting Machine Custodian	County Appointed	\$175.00/occsn
Voting Machine Custodian	County Appointed	\$175.00/occsn
Election Inspectors (each)	County Appointed	\$ 6.50/hr
Court Clerk	Helga Haak	\$ 9,500/yr
Secretary to Zoning Bd, Planning Bd & Code Enforcement Officer	Petra Anderson	\$11,000/yr
Clerk to Highway Supt	Karen Yantz	\$ 10.09/hr

Hourly rate for Town Highway Crew

Deputy Superintendent	\$ 17.18/hr
Equipment Operator	\$ 16.10/hr
Truck Driver	\$ 16.10/hr
Truck Driver	\$ 12.50/hr
Truck Driver	\$ 14.50/hr
Mower Operator	\$ 14.50/hr
Summer Help	\$ 10.00/hr

Second by David Nussbaumer Carried: Unanimously

Motion by David Nussbaumer to authorize petty cash funds and custodians for Town Clerk (\$200.00), Code Enforcement Office, (\$50.00), Water/Sewer Collection (\$100.00) and Tax Collector (School & Town & County - \$100.00).

**MTN TO AUTH
PETTY CASH
FUNDS**

Seconded by: Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix to approve the contract between the Town of Palmyra and the East Palmyra Fire Department, Inc. for fire protection for the East Palmyra Fire District for a term of January 1, 2002 through December 31, 2002 in the amount of \$29,272.00.

**MTN TO APV
CONTRACT W/
EAST PALMYRA
FIIRE DEPT.**

Seconded by: Michael Lambrix Carried: Unanimously

Motion by David Nussbaumer to amend the 2002 Town budget in the amount of \$29,272.00 for the East Palmyra Fire Department.

**MTN TO AMEND
THE 2002
BUDGET**

Second: Michael Lambrix Carried: Unanimously

**MTN TO SET
RATE FOR
MILEAGE**

Motion by Michael Lambrix to set the rate for mileage at \$.30 per mile for the calendar year 2002.

Seconded by: David Nussbaumer Carried: Unanimously

**MTN TO APPT.
REPR. TO
WAYNE COUNTY
CABLE TV
COUNCIL**

Motion by Michael Lambrix to appoint David Nussbaumer as Representative to the Wayne County Cable TV Council for 2002.

Second: David Nussbaumer Carried: Unanimously

**MTN TO
DESIGNATE
COURIER-
JOURNAL AS
OFFICIAL
NEWSPAPER**

Motion by David Nussbaumer to designate the Courier-Journal as the Town's official newspaper for the calendar year 2002.

Seconded by: Michael Lambrix

Roll Call vote:	Councilman David Nussbaumer - Aye
	Councilman Lynne Green -
	Abstain – conflict of interest
	Councilman Michael Lambrix – Aye
	Councilman James Welch – Aye
	Supervisor David Lyon - Aye

Motion carried.

**MTN TO
DESIGNATE
MEETING
NIGHTS**

Motion by David Nussbaumer to designate the following dates as meeting nights for the Palmyra Town Board for the calendar year 2002:

- 2nd Thursday of month - Workshop and/or business meeting as needed
- 4th Thursday of month - Regular business meeting with the following exceptions:
 - Regular business meeting in April & October to be held in East Palmyra
 - November 2002 meetings will be the 7th and 21st

Seconded by: Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix moved to designate the following as Official Depositories:

MTN TO DESIGNATE OFFICIAL DEPOSITORS

HSBC Bank
Chase Manhattan N/A
M & T Trust Company
Key Bank
Fleet Bank
Chemical Bank
Ontario National Bank
Charter One

Second by: David Nussbaumer Carried: Unanimously

Motion by David Nussbaumer to authorize the following Items to be paid prior to audit - Utilities, hospitalization, payrolls, postage, disability insurance, social security, and retirement.

MTN TO AUTH PAYMENT PRIOR TO AUDIT

Second by: Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix to set the price of gravel not to exceed \$1.50 per cubic yard (bank run) and processed gravel not to exceed \$7.00 per ton.

MTN TO SET PRICE OF GRAVEL

Second by: David Nussbaumer Carried: Unanimously

Motion by David Nussbaumer to have all appointments and salaries retroactive to January 1, 2002.

MTN TO HAVE APPTMNTS & SALARIES RETROACTIVE

Second by: Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix to approve the Agreement to Spend Town Highway Funds with Highway Superintendent Nelson F. Cook.

MTN TO APR AGR TO SPEND TOWN HWY FUNDS

Second: David Nussbaumer Carried: Unanimously

**MTN TO ADOPT
RULES OF
PROCEDURE**

Motion by David Nussbaumer adopt the Rules of Procedure.

Second by: Michael Lambrix Carried: Unanimously

**MTN TO
AUTHORIZE
CHECK
SIGNATURES**

Motion by Michael Lambrix to authorize the following people to sign checks for the Town of Palmyra:

David C. Lyon – OR – David Nussbaumer
AND
Catherine C. Contant – OR – Victoria L. Shear

Second by: Lynne Green Carried: Unanimously

**MTN TO SET
DATE FOR
AUDITING OF
BOOKS FOR –
TOWN CLERK
CLK TO SUPER
JUDGE ABBOTT
JUDGE RODMAN**

Motion by David Nussbaumer to set January 24, 2002 as the date for auditing the 2001 books of the Town Clerk, the Clerk to the Supervisor, Judge Abbott and Judge Rodman.

Second by: Michael Lambrix Carried: Unanimously

**MTN TO APR
ADDITIONAL
FUNDS FOR
TOWN CLERK'S
OFFICE
RENOVATIONS**

Motion by David Nussbaumer to approve an additional \$40.00 be spent for renovations to the Town Clerk's Office.

Second by: Michael Lambrix Carried: Unanimously

MTN TO ADJRN

Motion by Michael Lambrix to adjourn this Organizational Meeting of the Town Board.

Second by: David Nussbaumer Carried: Unanimously

Respectfully submitted,

Catherine C. Contant
Deputy Town Clerk