

REGULAR MEETING OF THE TOWN BOARD

The regular meeting of the Town Board, Town of Palmyra, scheduled to be held on Thursday, January 24, 2002, at the Town Hall, 1180 Canandaigua Road, Palmyra, NY, 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 board members were present:

ROLL CALL

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

Also present at this meeting:

Nelson F. Cook – Highway Superintendent
Sylvia Lyon - Palmyra
Betsy Lewis – 133 Brookside Terrace, Palmyra
Julie Philipp – Daily Messenger

COMMUNICATIONS

COMMUNICATIONS

1. Finger Lakes Water Works Conference – Geneva, February 7.
2. Time-Warner franchise fees received, July – December 2001

Motion by James Welch approve the minutes of the

**MTN: APR.
MINUTES DEC.
27, 2001 & JAN 3,
2002**

December 27, 2001 and January 3, 2002 Town Board meetings as submitted.

Seconded by: Lynne Green Carried: Unanimously

REPORTS OF STANDING COMMITTEES

TOURISM & DEV. REPORT

Tourism and Development Committee – Lynne Green, Chairman

Councilman Green reported she brought in a brochure rack for the Tourist Information Center. She reported the Master Plan Committee is re-forming with the intention of completing a new Master Plan, and that they will go back to the original Master Plan. They hope to have the project completed this year.

HIGHWAY UPDATE

Highway Committee – David Nussbaumer, Chairman

Superintendent Nelson Cook reported the Town-owned lots in East Palmyra and on Division Street have been cleaned up, and the expansion of the Community Center parking lot has begun.

CEO UPDATE

Planning Committee – James Welch, Chairman

CEO Robert Grier's monthly written report was distributed to the Board.

AGENDA ITEMS

ASSESSOR'S REPORT

1. Assessor's monthly report – distributed to each Board member.

Motion to approve request by Assessor's Clerk Elaine Herman to purchase folders and accessories from Quill Corp. to facilitate the

new map numbering system in an amount not to exceed \$609.09, with STAR funds.

**MTN: APR.
FOLDER
PURCHASE
FROM QUILL**

Second: James Welch

Carried: Unanimously

2. Purchasing Policy for 2002

**MTN: APR.
PURCHASE
POLICY FOR
2002**

Motion by Lynne Green to approve the Town's Purchasing Policy without change for the year 2002.

Second: James Welch

Carried: Unanimously

3. Mobile Home Park Annual Permit Applications

**MOBILE
HOME PK
PERMIT
APPS AND
FEES REC'D
FOR 2002**

Applications and fees received as follows:

1. Pine Tree Park, Judith Quigley - \$40.00
2. Valley View Mobile Home Pk, Ralph Marseglia - \$270.00
3. Trolley Road Pk, M/M Michael Gruttadaro - \$215.00
4. Maple Creek Pk, Palmyra Assoc LLC - \$135.00
5. Marquart's Mobile Manor, Robert Burkwit - \$475.00

Supervisor Lyon directed the Deputy Clerk to notify CEO Grier of the receipt of the applications and fees so that he may proceed with the park inspections with the Health Officer and report back to the Board.

4. Petition received – Shilling and Lusk Road residents

Supervisor Lyon reported the receipt of petitions from residents requesting extension of the public water service to their properties due to:

- High in bacterial contamination requiring harsh chemical treatments representing a significant health risk (test results available)
- Inadequate to meet consumption
- Of poor quality requiring filtering and other treatments

- Does not contain fluoride for growing children
- Undrinkable making it necessary to buy drinkable water to be safe
- High in minerals that damage and stain plumbing and fixtures

Supervisor Lyon reported that Wayne County Planning will be surveying the residents of the area for information necessary to determine the feasibility and potential funding of an extension, and will report back to the Board its findings.

**MTN: APPT OF
TOWN CLERK**

5. Appointment - Town Clerk

Motion by Lynne Green to appoint Catherine C. Contant as Town Clerk, effective January 26, 2002 – December 31, 2002.

Second: James Welch

Carried: Unanimously

**MTN: APPT OF
REGISTRAR**

6. Appointment - Registrar

Motion by Lynne Green to appoint Catherine C. Contant as Registrar for the Town of Palmyra, effective January 26, 2002 – December 31, 2002.

Second: James Welch

Carried: Unanimously

**MTN: APPT OF
DEPUTY
REGISTRAR**

7. Appointment – Deputy Registrar

Motion by Lynne Green to appoint Victoria L. Shear as Deputy Registrar for the Town of Palmyra, effective January 26, 2002 – December 31, 2002.

Second: James Welch

Carried: Unanimously

8. Appointment – Records Management Officer

Motion by Lynne Green to appoint Catherine C. Contant as Records Management Officer for the Town of Palmyra, effective January 26, 2002 – December 31, 2002.

MTN: APPT. OF RECORDS MGMT OFFICER

Second: James Welch

Carried: Unanimously

9. Approval – Serial Bond form

Motion by Lynne Green to approve the Serial Bond as to form pursuant to a resolution entitled “A Resolution authorizing the purchase of land and building located at 1180 Canandaigua Road, in the Town of Palmyra, Wayne County and State of New York and authorizing the issuance of a \$450,000 Serial Bond of said Town to pay the cost thereof”.

MTN: APR. SERIAL BOND FORM - \$450,000

Second: James Welch

Carried: Unanimously

10. Quotes for Single Audit

Quotes received:

- Lee E. Walter, CPA - \$1,975.00
- Kathleen A. Farrell, CPA - \$1,500.00
- Raymond F. Wager, CPA - \$4,250.00

MTN: APR. BIDDER FOR SINGLE AUDIT - \$400,000 GRANT FOR NORTH SEWER DISTRICT

Motion by Lynne Green to accept the lowest bid, made by Kathleen A. Farrell, in the amount of \$1,500.00 to perform the audit of the books of the Town of Palmyra to satisfy the requirements of the \$400,000 grant project for the North Sewer District.

Second: James Welch

Carried: Unanimously

11. Audit 2001 books of Supervisor, Town Clerk, Justice Abbott and Justice Rodman

**MTN: APR.
AUDIT OF
2001 BOOKS
OF SUPV,
TOWN
CLERK, AND
JUSTICES**

Motion by Lynne Green to approve audit of books for 2001 for Supervisor David Lyon, Town Clerk Beverly Hickman, Justice William Abbott and Justice Terry Rodman, as performed by Supervisor Lyon and Council Members Lynne Green and James Welch.

Second: James Welch

Carried: Unanimously

**MTN: APR.
ABSTRACT
#34**

Motion by James Welch to approve payment of vouchers and claims as shown on Abstract 34 as follows:

Voucher #'s	Total
2438-2524	\$57,462.42

Second by: Lynne Green

Carried: Unanimously

Supervisor Lyon reminded all present that Senator Mike Nozzolio will hold a Community Meeting on Saturday, January 26, 2002 from 1:30 PM – 2:30 PM at the Palmyra Town Hall.

MTN: ADJ

Motion by Lynne Green to adjourn this meeting of the Town Board.

Second by: James Welch

Carried: Unanimously

Respectfully submitted,

Catherine C. Contant
Town Clerk