

REGULAR MEETING OF THE TOWN BOARD

The regular meeting of the Town Board, Town of Palmyra, scheduled to be held on Thursday, July 25, 2002, 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:

ROLL CALL

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

Absent – vacation: James Welch

Also present at this meeting:

Robert A. Grier, Code Enforcement Officer
Tracy Curry, Courier-Journal
Sylvia Lyon, Palmyra

COMMUNICATIONS

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1. LGRMIF Grant approval
The Town has been notified of its successful application for a Local Government Records Management Improvement Fund Grant to convert two existing rooms in the Town Hall into archives storage rooms, and to purchase shelving and boxes for same. The amount of the grant is \$13,586.00.

2. Bid For Life Auction Thank you
From Care Net Pregnancy Center, auction held at the Town Hall on June 15 raised \$2,500.00

Motion by David Nussbaumer to approve the minutes of the June 27, 2002 Town Board meeting.
Second: Michael Lambrix
Carried: Unanimously

**MTN: APRV
MINUTES OF
JULY 27,
2002**

REPORTS OF STANDING COMMITTEES

Tourism and Development Committee – Lynne Green, Chair

Councilmember Lynne Green announced that the Visitor Information Room had been painted by a team of Mormon Pageant participants, and new racks and tables have been set up.

Supervisor Lyon and Mrs. Green attended the Western Erie Canal Heritage Planning Committee meeting held at the Town Hall on July 18. Participants from Western New York and Canada listened to plans for promoting the Canal and surrounding businesses.

Highway Committee – Michael Lambrix, Chair

1. Councilman Michael Lambrix announced the resignation of another long-time Highway Department employee, and remarked that the Department is down several full-time employees and the work plan for this year may need to be adjusted accordingly. He also said a temporary office clerk had started work for Mr. Cook.

Zoning Committee – David Nussbaumer, Chair

CEO UPDATE

1. CEO Update

Mr. Grier’s monthly report for July has been received for filing in the Town Clerk’s Office, and distributed to the Board members.

**CEO FEE
SCHEDULE
AMENDMENT**

2. Fee Schedule Amendment

Motion by David Nussbaumer to amend the Town of Palmyra’s Code Enforcement Fee Schedule approved on December 28, 1998 to include the following language:

“Engineering and additional fees to be collected prior to issuance of Certificate of Occupancy.”

Second: Michael Lambrix

Carried: Unanimously

3. Master Plan Update

Supervisor Lyon asked for the status of the Master Plan; Mr. Nussbaumer advised that the most recent meeting of the Master Plan Committee had been cancelled due to the fact that an instrumental member of the Committee had not yet been able to meet with the Town Attorney. Meeting to be rescheduled as soon as possible.

4. Set Public Hearing Date – Planned Development District
 Motion by David Nussbaumer to set August 22, 2002 at 8:00 PM at the Palmyra Town Hall as the date, time and location to hold a public hearing to consider the designation of several parcels of land as a Planned Development District.
 Second: Michael Lambrix Carried: Unanimously

SET PUBLIC HEARING DATE – PLANNED DEVELOPMENT DISTRICT

AGENDA ITEMS

1. Assessor’s Monthly Report
 Received and on file in the Town Clerk’s Office.

ASSESSOR’S MONTHLY REPORT

2. Authorization – Assessor equipment
 Motion by David Nussbaumer to approve the purchase of a laser printer for the Assessor’s office out of STAR funds not to exceed \$500.
 Second: Michael Lambrix Carried: Unanimously

MTN – APPROVE PURCHASE OF LASER PRINTER – ASSESSOR

Motion by David Nussbaumer to approve the purchase of two window air conditioners for the Assessor’s office out of STAR funds in the amount of \$404.98.
 Second: Michael Lambrix Carried: Unanimously

MTN – APPROVE PURCHASE OF AIR CONDITIONERS - ASSESSOR

3. Energy Audit
 Supervisor Lyon asked Mr. Grier to explain the programs offered by New York State Energy Research and Development Authority. Mr. Grier explained there are several audits the organization can do to identify how the Town can save energy in its facilities. The audit would cost the Town about .12 per square foot, with .06 per square foot paid by New York State, and the remaining .06 per square foot refunded by NYSEDA if recommendations are implemented. There was a discussion about whether NYSED still offered free energy audits; Supervisor Lyon asked Mr. Grier to find out about other audits that might be available and to report back to the Board at the next meeting.

4. South Sewer District proposed project
 Supervisor Lyon discussed with the Board the possibility of adding a public sewer line from East Foster Street to properties on Bear Hill Drive, Rolfe Street, Crestwood Drive and Canandaigua Road. There may be money available to assist in the project; the application deadline is August 12.
 Motion by Lynne Green to hire Stuart Brown Associates to prepare and submit an application to obtain government funds to assist in extending public sewer lines from Foster Street to Canandaigua Road.

MTN – HIRE STUART BROWN ASSOCIATES TO PREPARE GRANT APPLICATION FOR PROPOSED SOUTH SEWER DISTRICT

Second: Michael Lambrix Carried: Unanimously

5. Authorization – Court Clerks conference
Motion by David Nussbaumer to approve paying expenses for Court Clerk Helga Haak to attend the New York State Association of Magistrates Court Clerks, Inc. Annual Conference at Alexandria Bay, NY from September 29 – October 2, 2002 at a cost not to exceed \$500 for room, board and mileage.

Second: Michael Lambrix Carried: Unanimously

6. Morrison Gravel
Mr. Lambrix announced the receipt of a check from Tom Morrison in the amount of \$607.75 for gravel removed from the site on Division Street.

**MTN – APPROVE
ABSTRACT 39**

Motion by David Nussbaumer to approve payment of vouchers and claims as shown on Abstract 40 as follows:

Voucher #'s	Total
3011 - 3069	\$35,031.21

Second: Lynne Green Carried: Unanimously

MTN: ADJOURN

Motion by Michael Lambrix to adjourn this meeting of the Town Board at 8:35 PM.

Second by: David Nussbaumer Carried: Unanimously

Respectfully submitted,

Catherine C. Contant
Town Clerk