

**TOWN OF PALMYRA
ORGANIZATIONAL MEETING
JANUARY 2, 2003**

The Organizational Meeting scheduled to be held on Thursday, January 2, 2003 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:

- Town Supervisor - David C. Lyon
- Town Board Members - Michael Lambrix
James Welch
- Board member David Nussbaumer was absent.

ROLL CALL

Others present at this organizational meeting included:

- Nelson F. Cook - Highway Superintendent
- Sylvia Lyon - Resident
- Tracey Curry - *Courier-Journal* reporter

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

- Deputy Supervisor - David Nussbaumer
- Clerk to the Supervisor - Petra Anderson
- Town Historian - Beth Hoad
- Committee Appointments -
 - ~~/s/~~ Highway Committee Chairman - Michael Lambrix
 - ~~/s/~~ Planning Committee Chairman - James Welch
 - ~~/s/~~ Zoning Committee Chairman - David Nussbaumer

**APPOINTMNTS
MADE BY THE
SUPERVISOR**

APPOINTMENTS AND SALARIES**MTN TO APV
APPNTMNTS
AND SALARIES
FOR 2003**

The following appointments and salaries were moved by Michael Lambrix:

APPOINTMENTS AND SALARIES:

<i>TITLE</i>	<i>NAME</i>	<i>SALARY</i>
Deputy Supervisor:	David Nussbaumer	NONE
Budget Officer:	David C. Lyon	\$ 604/yr
Town Historian:	Beth Hoad	\$ 750/yr
Town Constable:	Gary Rose	NONE
Zoning Enforcement Officer & Blding Insp:	Robert Grier	\$41,339/yr
Deputy Zoning Enforcement Officer & Bldg Insp:	Dan Wooden	\$16,590/yr
Animal Control Officer & Rabies Responder:	Gary Rose	\$ 7,500/yr
Deputy ACO & Rabies Resp:	Michelle Rose	NONE
Deputy Town Clerk:	Elizabeth A Lewis	\$10.77/hr
Office Clerk:	Joan Gates	\$10.00/hr
Records Management Officer:	Lyndall Ann P. Green	NONE
Records Mgmt Coordinator:	Elizabeth A. Lewis	NONE
Clerk to the Supervisor:	Petra Anderson	\$15,500/yr
Registrar (4 yrs-thru 2004):	Lyndall Ann P. Green	Fee Reimbursement
Deputy Registrar:	Elizabeth A. Lewis	Fee Reimbursement
Deputy Highway Supt:	Fred Lawson	\$17.87/hr
Bingo Inspector:	Elmer VerPlank	\$10.00/occasion
Health Officer (4 yrs-2004):	Malcolm Riggs, MD	per statute
Voting Machine Custodian:	County Appointed	\$175/occasion
Voting Machine Custodian:	County Appointed	\$175/occasion
Election Inspectors (each):	County Appointed	\$6.50/hr
Court Clerk:	Helga Haak	\$ 9,800/yr
Secretary to Zoning Bd, Planning Board & Code Enforcement Officer:	Petra Anderson	\$11,550/yr
Clerk to Highway Supt:	Karen Yantz	\$10.38/hr
Hourly rate for Town Highway Crew		
Deputy Superintendent	\$ 17.87/hr	
Equipment Operator	\$ 16.75/hr	
	\$ 13.50/hr---01/01/03-07/01/03 & \$14.00/hr---07/01/03-12/31/03	
	\$ 15.00/hr	
	\$ 14.00/hr---01/01/03-07/01/03 & \$14.50/hr---07/01/03-12/31/03	
Mower Operator	\$ 10.00/hr	
Seasonal Help	\$ 15.00/hr	

- Approve payment to Betsy Lewis in the amount of \$1,700 per year to maintain the town/village Web site on her own time. The cost is to be shared equally with the Village of Palmyra.
- Emergency Services Advisory Comm.
Palmyra Fire Dept. Rep. John Bruening NONE
- All appointments and salaries are retroactive to January 1, 2003.

Second by: James Welch Carried: Unanimously

Motion by Michael Lambrix to authorize petty cash funds and custodians for:

**MTN TO AUTH
PETTY CASH
FUNDS AND
CUSTODIANS**

Town Clerk (\$200.00), Code Enforcement Office, (\$50.00),
Water/Sewer Collection (\$100.00) and Tax Collector (School &
Town & County - \$100.00).

Second by: James Welch Carried: Unanimously

Motion by James Welch to set the rate for mileage at \$.30 per mile for the calendar year 2003.

**MTN TO SET
RATE FOR
MILEAGE**

Second by: Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix to appoint David Nussbaumer as Representative to the Wayne County Cable TV Council for 2003.

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

Second: James Welch Carried: Unanimously

Motion by James Welch to designate the *Courier-Journal* as the Town's official newspaper for the calendar year 2003.

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

Second by: Michael Lambrix Carried: Unanimously

**MTN TO
DESIGNATE
MEETING
NIGHTS FOR
2003**

Motion by Michael Lambrix to designate the following dates as meeting nights for the Palmyra Town Board for the calendar year

2003:

- ~~/s/~~ 2nd Thursday of month - Workshop and/or business meeting as needed
- ~~/s/~~ 4th Thursday of month - Regular business meeting with the following exceptions:
 - Regular business meeting in April & October to be held in East Palmyra
 - November 2003 meetings will be the 6th and 20th
 - December 2003 meetings will be the 11th and the 29th

Second by: James Welch Carried: Unanimously

**MTN TO
DESIGNATE
OFFICIAL
DEPOSITORS**

Motion by James Welch moved to designate the following as Official Depositories:

- HSBC Bank
- JP Morgan Chase
- M & T Trust Company
- Key Bank
- Fleet Bank
- Chemical Bank
- Ontario National Bank
- Charter One

Second by: Michael Lambrix Carried: Unanimously

**MTN TO AUTH
PAYMENT
PRIOR TO
AUDIT**

Motion by Michael Lambrix to authorize the following Items to be paid prior to audit: Utilities, hospitalization, payrolls, postage, disability insurance, social security, and retirement.

Second by: James Welch Carried: Unanimously

Motion by James Welch to set the price of gravel not to exceed \$1.50 per cubic yard (bank run) and processed gravel not to exceed \$4.50 per ton.

**MTN TO SET
PRICE OF GRAVEL**

Second by: Michael Lambrix Carried: Unanimously

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

**MTN TO APR
AGREEMNT TO
SPEND TOWN
HWY FUNDS**

Second: James Welch Carried: Unanimously

The Supervisor and attending Board Members signed the policy.

Motion by Michael Lambrix to adopt the Rules of Procedure.

**MTN TO ADOPT
RULES OF
PROCEDURE**

Second by: James Welch Carried: Unanimously

Motion by James Welch to approve the Purchasing Policy.

**MTN TO APPRV
PURCHASING
POLICY**

Second by Michael Lambrix Carried: Unanimously

Motion by Michael Lambrix to designate Petra Anderson as Delegate and Elizabeth A. Lewis as Alternate to the Association of Towns Meeting.

**APPOINT
DELEGATE AND
ALTERNATE TO
ASSOC OF TOWNS
MTG**

Second by James Welch Carried: Unanimously

Motion by James Welch to authorize the following people to sign checks for the Town of Palmyra:

**MTN TO
AUTHORIZE
CHECK
SIGNATURES**

David C. Lyon – OR – David Nussbaumer
AND
Lyndall Ann P. Green – OR – Elizabeth A. Lewis

Second by: Michael Lambrix Carried: Unanimously

**MTN TO SET
01/23/2003 AS
DATE FOR
AUDITING OF
BOOKS FOR –
JUDGE ABBOTT
JUDGE
RODMAN, TOWN
CLERK AND
SUPERVISOR**

Motion by Michael Lambrix to set January 23, 2003 as the date for auditing the 2002 books of Justice Abbott, Justice Rodman, the Town Clerk, and the Supervisor.

Second by: James Welch Carried: Unanimously

MTN TO ADJRN

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

Second by: James Welch Carried: Unanimously

Meeting was adjourned at 7:47 PM.

Respectfully submitted,

Lyndall Ann P. Green
Town Clerk