

**VILLAGE OF PALMYRA BOARD OF TRUSTEES
REGULAR MEETING**

March 18, 2002 7:00 p.m.

CALL TO ORDER: Mayor Daly called the meeting to order at 7:00 p.m.

PRESENT: Mayor Daly, Trustees DeVogelaere, Palmer and Celentano, Attorney Arthur Williams. Absent – Trustee Salomon.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Motion by Trustee Celentano, second by Trustee Palmer to approve the minutes from March 4, 2002 as submitted. Vote, 3 ayes, 1 abstain - Trustee DeVogelaere. CARRIED.

Motion by Trustee Palmer, second by Trustee DeVogelaere to approve the minutes from March 6 and 11, 2002 as submitted. Vote, 3 ayes. CARRIED.

APPROVAL OF ABSTRACT: Motion was made by Trustee Celentano, second by Trustee Salomon to approve the payment of Abstract #10, vouchers 705-772 excluding voucher 725 for \$105,354.28. Vote, 3 ayes. CARRIED.

BUDGET TRANSFERS:

Motion made by Trustee Palmer, second by Trustee Celentano to approve the following budget transfers to balance individual line items:

\$3000.00 from A9010.8 NYS Employees Retirement System to A8810.1 Cemetery – Salary & Wages
\$2600.00 from A9015.8 NYS Police & Fire Retirement Sys. to A8810.1 Cemetery – Salary & Wages
\$ 500.00 from A9015.8 NYS Police & Fire Retirement Sys. to A8810.421 Cemetery-Landscape Materials
\$2100.00 from A7110.2 Parks-Equipment Capital Outlay to A8810.1 Cemetery Salary & Wages
Vote, 3 ayes. CARRIED.

In order to cover the Canandaigua Lake Watershed fee, Trustee Celentano moved to approve the following budget transfer, second by Trustee Palmer:

\$4600.00 from F1990.4 Water Fund Contingency to F8320.4 Water Administration Contractual
Vote, 3 ayes. CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION: The following correspondence has been received and is on file at Village Hall:

1. Notification about NYCOM's Main St. Meeting – Creating the Future Downtown.
2. The August 5th Board Meeting will be at the Fire Hall for a tour of the facility.
3. Village maps are on file indicating municipal parking lots.
4. CHIPS money has been received – over \$23,000.
5. Final map on the Marina has been received from Stuart Brown Associates.
6. One of the 2000 Ford patrol cars has had the windshield replaced.

TRUSTEE REPORTS: Trustee Celentano – no report.

Trustee Salomon – absent.

Trustee DeVogelaere – no report.

Attorney Williams – no report.

Mayor Daly – no report.

WORKSHOP:

HISTORIC PALMYRA: Bonnie Hays gave some background specifics about Historic Palmyra. HP, a not for profit organization, was incorporated in 1967. They own four buildings; the Alling Coverlet Museum, the Palmyra Historical Museum, the tenant property, and the Phelps Store and annex. They have a membership of about 240 paid members, 100 of them active. The mission statement calls for Historic Palmyra to protect and preserve the history of Palmyra and vicinity, the buildings and artifacts as well as to promote Palmyra and its history. They actively pursue funding through grants and fundraisers.

Historic Palmyra promotes tourism by representing Palmyra at many state, county, and multi-county functions. They participate in the Gateway Tourist Center on Route 81 at the Pennsylvania border and the Greater Rochester Visitors Center. They have scheduled six Coach tours this year. Other programs they participate in are the Wayne County History Jamboree, Wayne County Tourist for a Day, Wayne County Market Place, Wayne County Expo, and the Hoffman project.

Historic Palmyra is in the process of trying to get certified by the NYS Board of Regents. If successful, it will mean that Historic Palmyra will be considered an educational institution. In closing, Mrs. Hays invited the Board to contact her at anytime that they may want to tour the facilities.

CODE ENFORCEMENT/BUILDING DEPARTMENT: Bob Grier appeared to update the Board on the building department. The Village contracts with the Town for code enforcement services. The department consists of one full-time and two part-time employees. The Zoning and Building department issues approximately 180 permits and 60 violation notices per year. They provide building inspections and zoning enforcement for the Village and Town.

Mayor Daly asked Mr. Grier what effect the new building code will have. The new International Building Code has been adopted and will come into effect December 30, 2002. Mr. Grier and Mr. Wooden have attended two classes on it so far. It should make building less expensive. Mayor Daly has heard it is less restrictive for the rehabilitation of historical buildings. Mr. Grier could not verify that yet.

The department is in the process of completing multi-family dwelling inspections as required under NYS building code. One hundred eighty letters were sent out. Mr. Wooden is scheduling the inspections and they will try to complete three per week.

Mayor Daly asked if there was anything the Zoning and Building department would like to see from the Board. Mr. Grier would like to see the Village review and update the sign law.

Back to the apartment inspections, Mayor Daly asked if landlords could get a copy of the requirements for the inspections. Mr. Grier said it's quite lengthy but it could be done if anyone specifically requested it. He said they would be happy to do a pre-inspection for landlords. Perhaps the checklist could be put up on the website. Mayor Daly asked how often these inspections are supposed to be done. Mr. Grier reported that according the Village code they're supposed to be done anytime a new tenant takes occupancy or every time the property changes hands. This is not feasible unless the landlords start notifying the building department of tenant changes.

Mayor Daly thanked Mr. Grier for coming in.

NEW/OLD BUSINESS:

WILLIAM UNTERBORN/PLANNING BOARD: As chair of the Planning Board, William Unterborn informed the Board that the committee is going to be taking a look at the sign ordinance with the thought of bringing back some recommendations to the Board. There are several problems with the ordinance. It does not address awning signs or have any restrictions for signs put directly on storefront windows. The committee will take a look at several other ordinances like those recently adopted in Saratoga Springs, Canandaigua and Corning.

IRENE UNTERBORN/EDC: Irene Unterborn addressed the Board about the SpringFest. They have received a sizeable grant from the Council of the Arts but it can not be used for the magician or clowns. She would like to expend up to \$250 for this purpose. Motion by Trustee Celentano, second by Trustee Palmer to approve the \$250 expenditure for SpringFest 2002 to be used as outlined by EDC Chair, Irene Unterborn. Vote, 3 ayes. CARRIED.

The EDC would like to have craft vendors participate in SpringFest. They know there are certain requirements for the Farmer's Market vendors and would like to know if the same requirements would apply to craft vendors. Mayor Daly told the Clerk to check with our insurance agent.

ROUTE 31 LIGHT POLES: Don Russo, NYSEG representative, called Mayor Daly this week to clear up some questions about removal of the 25 light standards as a part of

the Route 31 project. The Village is responsible for the cost of removal just as it was on Canal Street. The remaining value of the poles is \$5,945.00 and the estimated cost for the actual removal is \$12,000-\$20,000. This could be lower if our own highway department removes the concrete bases. NYSDOT has said that the removal cost of the poles was in the contract. According to Don, only NYSEG can remove the poles due to liability issues. A meeting with DOT, NYSEG, Villager, Nelson Cook and Mayor Daly took place here on Friday morning out of which came several points. Standard removal should never have been part of the contract. DOT admitted it was their mistake but can also walk away from it at this point. The Village is responsible for the remaining value of the poles and will need to come up with \$6000.00; NYSEG cannot give the poles to the Village. Villager Construction charged \$200.00 per pole (\$5000.00 total) for removal which is included in their contract. DOT may allow the \$5000 budgeted for removal to be used to pay NYSEG. Villager will take its 15% off the top for overhead and paperwork, which means that NYSEG will have to remove the poles for \$170 each in order for the Village not to have to come out of pocket to cover the expense. Mr. Russo pointed out that the Village should see a reduction on the lighting bill of about \$7800.00 once we own the standards. He also suggested that the Village order a couple of extra poles in case of emergencies/accidents.

ALDRICH CHANGE BRIDGE UPDATE: The ownership and maintenance of the Aldrich Change Bridge has come into question. The bridge belongs to the Town of Macedon but is located in the County park. It looks like a solution may include the addition of a hand rail and the elimination of the reflecting pond in order for the County to accept liability. Nothing has been finalized yet.

WAYNE COUNTY TOURISM WORKSHOP: Mayor Daly attended the conference on tourism that Mrs. Hays had alluded to earlier. It was a report given by Randall Travel Marketing of North Carolina. The contingent from Palmyra that attended the workshop will be getting together soon to review the material.

PARKING LOT SIGNS: There was a lengthy discussion about the location and type of signs that might be used to indicate the municipal parking lots during the Route 31 project. The Village will make maps available to the business owners illustrating the parking lot locations. Electric pull-in signs were discussed as a possibility. There are a couple of organizations that own them and perhaps the Village could borrow them. Mayor Daly asked the Board to give some more thought as to the construction of the signs for further discussion at the April 15th meeting.

STATIONARY VENDORS: Tabled.

FIRE INSPECTIONS: Trustee Palmer reviewed the recommendations from the Fire Department. All Village-owned buildings were inspected including Village Hall, the Park & Club Rooms and the Cemetery office and storage facility. The biggest concern at Village Hall is the lack of smoke detectors in the basement and on the second/third floors. A dry chemical extinguisher is needed in the records storage area. Fire alarms should be added to the Park & Club Room building, as well as some clearing of debris on the staircases. Storage cabinets should be purchased to house ammunition for the Police department and to house paint cans for the cemetery/parks department. Cost estimates will be obtained for budget discussion.

Mayor Daly recommended a two minute break. Following the break, motion by Trustee Celentano, second by Trustee Salomon to enter executive session at 8:30 p.m. for discussion of personnel. Vote, 3 ayes. CARRIED.

EXECUTIVE SESSION

Motion by Trustee Celentano, second by Trustee Palmer to exit executive session at 9:00 p.m., with no action having been taken. Vote, 3 ayes. CARRIED.

POLICE OFFICER POSITION: Motion to extend Jason Allen's term of employment to April 30, 2001. Vote, 3 ayes, 1 abstain. – Trustee Palmer. CARRIED.

OVERTIME: Motion by Trustee Celentano, second by Trustee DeVogelaere that salaried department heads will no longer receive overtime pay. Vote, 3 ayes. CARRIED.

ADJOURNMENT: Motion to adjourn at 9:05 p.m. by Trustee Celentano, second by Trustee DeVogelaere. Vote, 3 ayes. CARRIED.

Respectfully submitted,

Alicia M. Lynch
Village Clerk