

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

July 7, 2003                  6:30 p.m.

**CALL TO ORDER:** Mayor Daly called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Present: Mayor Daly, Trustees Piccola, Palmer, Salomon and Celentano, Attorney Williams. Guests: Bob Raeman, Bob Grier, Richard Clayton and John VanParys.

**APPROVAL OF MINUTES:** Motion by Trustee Celentano, second by Trustee Piccola, to approve the minutes from June 2, 2003 as submitted. Vote, 4 ayes. CARRIED.

**APPROVAL OF VOUCHERS:** Motion by Trustee Palmer, second by Trustee Celentano to approve Abstract #1 of June 16<sup>th</sup> for vouchers #1 – 75 for \$142,252.01 and vouchers #76-#80 of July 3<sup>rd</sup> for \$8,932.49. Vote: 4 ayes. CARRIED.

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

- ?? Wayne Co. Freshwater Resources Conference, July 16<sup>th</sup>
- ?? Gift from Corning Glass on display in Mayor's office hand blown vase, given by Sheila Guidice, Consumer Coordinator, Corning Museum of Glass on June 3, 2003.
- ?? Wayne Co. Soil & Water Cons. Dist. - \$1,000 tree grant
- ?? Letter from R. Rider re: "junk cars"

In lieu of Trustee Salomon's report, Bob Raeman updated the Board on several projects. **HOWELL STREET:** Sniedze Associates have been looking at the condition of Howell Street; specifically the road surface and water main. Hydrant flow tests were performed at the intersection of Vienna/Howell and Johnson/East Foster. The Insurance Service Office fire flow requirement for residential areas is 500 gpm flow at not less than 20psi residual pressure. The hydrant at E. Foster St. and Johnson is below this requirement. There are sufficient flows at the intersection of Vienna and Howell but flows decrease south along Howell.

The water main is 6 inches in diameter which is smaller than current standards. It was installed as part of the Village's original water system. The pipe is badly in need of repair and/or replacement.

Mr. Raeman reviewed the following estimates for the improvements:

Construction of Water system improvements	\$122,000
Construction of Road & drainage improvements	\$150,700
Contingency allowances	\$ 27,000
Design fees	<u>\$ 22,000</u>
TOTAL ESTIMATED PROJECT COST	\$321,700

These figures are based on the highway department installing the road and drainage improvements and a contractor installing the water main and services. The street improvements would include a 26 foot wide roadway with slip formed concrete curb and

4. Replace underground conduit from existing handhole to above ground existing LB connection point located at the clarifier tank.	\$2,774.00
5. Furnish and install new pump feeder wiring form clarifier tank through ground handhole to entrance bldg.	\$1,236.00
6. Install control panel and wiring to new afterburner system	<u>\$ 754.00</u>
TOTAL	\$10,549.00

Motion was made by Trustee Celentano, second by Trustee Salomon to authorize Mayor to sign Change Order No. 3 with Shuler-Haas as recommended by Bob Raeman. Vote, 4 ayes. CARRIED. Phase II will begin soon, the Village attorney has reviewed the contract documents for Total Maintenance as they have been purchased by another company. Attorney Williams has advised on how to proceed.

**CARROLL STREET SEWER:** As a result of a report from a resident that the sewers on Carroll Street were not working properly, Mr. Raeman investigated the sewers with Nelson Cook and Brian Beida on July 18. ST had power flushed the sewer downstream of Carroll the previous week. They removed the manhole cover of the new manhole installed by Villager Construction as part of the Rt. 31 reconstruction project and found that the casting was loose allowing gravel and other debris to enter the sewers. Villager Construction was contacted to remove the asphalt over the manhole at the corner of Carroll and Main. The manhole has been temporarily covered with a steel plate and asphalt during the Main St. project. Debris was found in the invert of this manhole. Both of these obstructions will have contributed to the slow flow from the Carroll St. area. The manhole repairs need to be made and the sewers flushed again. Brian Beida will ask Villager for some participation in this area. Once the work has been completed, Mr. Raeman will inspect the sewers again. It was noted that the sewers in this area have very little slope and may require scheduled flushing to prevent the periodic recurrence of slow flows.

**SEQR FOR HOWELL STREET:** Motion by Trustee Celentano, second by Trustee Salomon to complete and submit a short environmental assessment form for the Howell Street improvements. Vote, 4 ayes. CARRIED.

**TRUSTEE REPORTS:** Trustee Piccola moved to accept, with regrets, the resignation from Bill Unterborn of the Planning Board and Mike Tonovitz of the Zoning Board.

Second was made by Trustee Celentano. Vote, 4 ayes. CARRIED.

Trustee Piccola reported that the movie in the park was a big success, about 200 attended. The tentative date for the next movie is August 8<sup>th</sup>.

Trustee Palmer reported that the Fire Hall siren is still not in operation. It could cost as much as \$12,000 to replace. It does not affect their response time as fire personnel depend on pagers.

In order to pay for \$1066.20 in repairs at the Park and Club Rooms, motion was made by Trustee Palmer to transfer that amount from TE2-Expendable Sexton fund into A7140.4. Second by Trustee Salomon. Vote, 4 ayes. CARRIED.

On the flag pole, the flag was put up for the Fourth of July and the crews have been unable to lower it. They will continue until they get it down. It is not lighted due to the Route 31 construction.

Trustee Celentano reported that brush pick up is finished for the summer – it will be resumed in September. The highway crew is busy installing the Canal trail and preparing equipment for the winter.

Attorney Williams has prepared the amendment for the contract with Severn Trent Environmental Services. It outlines the relationship between the Village and ST as it relates to purchasing products and sales tax. He will forward the amendment as soon as a clean copy is ready but recommending the Village do the resolution now. Motion by

**Mayor Daly** briefly reviewed her written report. Route 31 construction crews will continue work during Pageant Week but only east of Market, not in the business district. Light poles should arrive soon and be installed after the pageant.

Work continues on the kiosks at the marina and Market Street. The brochure racks were upgraded at no extra cost. The Tourism Committee met last at Paragon Farm, next meeting will be August 13<sup>th</sup> at the Alling Coverlet Museum. The Task Force is currently conducting an inventory of village assets in the area of retail and service providers, real estate and recreational. Next meeting for the Task Force will be August 12<sup>th</sup> at 7:30 in the Park and Club Rooms.

Plans are in motion for installing the banner pole in front of Wooden's Custom Services. Canal Town Days Committee will be funding the initial cost. Trustee Piccola is helping to solicit donations from other organizations which in turn will "repay" CTD.

**TRANSFERS:** In the current budget, there was a duplication to account A7320.1 – Youth programs, Salary in the amount of \$8683. The following budget transfers were proposed:

Motion by Trustee Celentano, second by Trustee Palmer to transfer:  
\$1000 from A7320.1 Youth programs, Salary to A8560.4 Shade Trees      Vote, 4 ayes. CARRIED.  
This will be reimbursed from the County grant program due to the ice storm.

Motion by Trustee Palmer, second by Trustee Salomon to transfer:  
\$500 from A7320.1 Youth programs, Salary to A1620.4 Bldgs, Contractual      Vote, 4 ayes. CARRIED.  
This if for rental of the lift truck to finish painting Village Hall.

Motion by Trustee Celentano, second by Trustee Piccola to transfer:  
\$7183 from A7320.1 Youth programs, Salary to A1900.4 Contingency      Vote, 4 ayes. CARRIED.

### **NEW/OLD BUSINESS:**

**VANPARYS INSURANCE:** John VanParys, VanParys Associates gave an overview of the Village's insurance coverage.

**PROPERTY MAINTENANCE/TAX INCENTIVES:** Code Enforcement Officer, Bob Grier addressed the Board about the possibility of starting a tax abatement program to offer property owners an incentive to maintain their property. Mr. Grier said when he needs to enforce the property maintenance code, he would like to offer solutions, rather than just notice of violations. Since the Village's only real asset is real estate, it's in the Village's best interest to have the properties repaired and maintained. In most cases, violations exist because of lack of money. He proposed that property owners could apply to the Village for a \$1000 tax incentive which would be spread out over four years. If 50 homes took the tax rebate it would only cost \$12,500 a year to improve 50 properties. Eligibility requirements would need to be worked out. The Board asked Mr. Grier to submit a written proposal at the August 4<sup>th</sup> meeting.

**POLICY MANUAL:** The Board set the Board meeting on September 15<sup>th</sup> as a date to review the new proposed policy manual. It has not been updated since 1980.

**BID FOR VACANT LAND/THROOP STREET:** The Village informed two property owners on East Main Street that the Village will receive sealed bids for the purchase of real property located at Park Drive and Throop Street, known as tax account #64111-12-902705 on July 7, 2003. This parcel will be sold to the highest bidder with a minimum purchase price of \$1,000. Buyer agrees to accept this property by way of a quit claim deed without an abstract of title. Buyer will pay all recording expenses. The Village will reserve an easement for the sewer line and pump station on this property. Motion was

vinyl. Motion by Trustee Celentano, second by Trustee Piccola to approve Mr. Campbell's request. Vote, 4 ayes. CARRIED.

**EXECUTIVE SESSION:** Motion by Trustee Celentano, second by Trustee Palmer to go into executive session for discussion of a personnel and contractual matter. Vote, 4 ayes. CARRIED.

Motion by Trustee Celentano, second by Trustee Piccola, to re-enter public session with no action having taken place during executive session at 8:15 p.m. Vote, 4 ayes. CARRIED.

**SNIEDZE ASSOCIATES CONTRACT:** Motion by Trustee Celentano, second by Trustee Piccola to authorize the Mayor to sign the agreement with Sniedze Associates for engineering services for the Howell Street improvements. Vote, 4 ayes. CARRIED.

**ADJOURNMENT:** Motion to adjourn at 8:20 p.m. by Trustee Celentano, second by Trustee Piccola. Vote, 4. ayes. CARRIED.

Respectfully submitted,

Alicia M. Lynch, Village Clerk  
Village Clerk