

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

October 6, 2003                      6:30 p.m.

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

**ROLL CALL:** Present: Deputy Mayor Palmer, Trustees Piccola, Celentano, and Salomon, Attorney Art Williams. Mayor Daly arrived at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES:** Motion by Trustee Salomon , second by Trustee Piccola, to approve the minutes from September 15, 2003 as submitted. Vote, 3 ayes, 1 abstain, Trustee Celentano. CARRIED.

**BUDGET TRANSFER:** At the budget workshops last spring, the Board discussed the writing of the Master/Comprehensive Plan but failed to budget anything for it. Treasurer Matteson recommends taking the money from contingency. In order to pay upcoming invoices for the Master Plan re-write, motion was made by Trustee Celentano, second by Trustee Piccola to transfer \$7000 from A1990.4 Contingency to A8020.4 Planning. Vote, 4 ayes. CARRIED.

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

- ?? Letter from M. Crane re. Overnight parking
- ?? J. Sargent – re. Overnight parking
- ?? FEMA reimbursement - \$36,128.30 for ice storm
- ?? Flu Shots by WC Office of the Aging – Parkwood 10/9 1-3PM, Towpath 10/11 9-11am., Palmyra Town Hall 10/30 9-Noon, Macedon Town Hall 11/7 9-Noon

**TRUSTEE REPORTS:** **Trustee Celentano** reported that brush and leaf pickup has started once again. He reminded the public to put loose leaves and brush in the Village right-of way rather than bagging them or putting them in the street. Bagged leaves must be “unbagged” by the highway crews which takes an incredible amount of extra time. Leaves left in the street clog the storm drains. The new portion to the Canal Trail should be completed by the end of next week. The highway crews have been working on replacing driveway aprons and drainage pipes along Hathaway Place and will be replacing a fire hydrant at Foster and Fayette this week. Superintendent Cook is trying to schedule the repaving of West Foster (east of Stafford) with Villager Construction. **Trustee Salomon** reported on the results of the televising of the sewer lines on Gates, Washington, West Main and Carroll Streets. He sketched the lines in question and reported that the sewer line on Gates Street has a “dip” in it. During times of high volume or when blockages occur in the line, this “U” in the line fills up and the sewage backs up to the low spot which unfortunately happens to be the Porters basement. Sniedze Associates feel that much of the problem will be eliminated when the new pump station by Spillway Park goes on line, which is very near completion. When the new pump station goes into operation, some of the flow that used to come down West Main will be re-routed up Hyde Park to West Foster thereby easing the volume somewhat to the Carroll/Gates Street section of the line. With regular line flushing this may very well

**Trustee Palmer** reported that one of the cemetery's pickup trucks has been in the garage for quite some time. The problem has not been diagnosed but it is severe enough that the truck can not be used. The buildings and grounds crew is also getting ready to start leaf pickup. For the Fire Department, the bid opening took place last week. The low and only bidder being Churchville Fire Equipment in at \$29,880 for a five year lease for 30 units of turn-out gear. Motion was made by Trustee Celentano, second by Trustee Piccola to award the contract to Churchville Fire Equipment and authorize the Mayor to sign the required paperwork. Vote, 4 ayes. CARRIED.

**Attorney Art Williams** reported on the tax incentive program the Board wanted to initiate for capital improvements by property owners who are in violation of the Village code. According to Mr. Williams' research, it appears the board would not be permitted to establish this type of program through local law. Any tax abatement program must be authorized by state statute, ie; first time home buyer credits or historic preservation credits. Phelps allows for tax exemptions for historic districts but that is specifically authorized by state law.

**SNOW REMOVAL:** Art submitted a new sample local law for ice and snow removal. Motion was made by Trustee Celentano, second by Trustee Salomon to table any discussion until the Board has a chance to review and compare it to the current one. Vote, 4 ayes. CARRIED.

**OFFICE OF THE AGING:** The Village does not have a written agreement in place for use of the Park and Club Rooms for the Nutrition Site. Mr. Williams spoke with the Office of the Aging and was told that there used to be agreements in place for all their sites but each municipality let them expire. If the Village would like a written agreement, they will instruct to their attorney to draw one up. They will submit one in six to eight weeks.

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

**PARKING ORDINANCE:** Chief Dalton talked to the Board about the request from two Village business owners regarding overnight parking. The Chief recommends that the Board enact no overnight (2 am – 7 am) parking on East Main from Canandaigua Street to Clinton Street and the entire length of Market Street for the entire year. There are no single family residences in these areas and all tenants have off-street parking available to them. The Board informed the Chief that once the new Code books are adopted, that East Main Street will become no overnight parking for the entire year. A discussion took place regarding the need to have Market Street added to the list. It was decided to leave it for now until Trustee Palmer had a chance to speak with Mr. Sargent.

**Mayor Daly** took over the meeting and reviewed her written report. Look for the collaborative brochure from the Tourism Committee and Village businesses. It will feature coupons from the businesses soon. The brochures will be available from the merchants as well as carried on the packet boats run by Midlakes Navigation.

**BLUE CROSS BLUE SHIELD:** Trustee Salomon had nothing to report on the changes being offered by BCBS for retirees.

**CEMETERY POLE BARN FLOOR:** Trustee Palmer reported that Superintendent Weaver has three quotes for the installation of a cement floor in the pole barn at the cemetery. The pole barn was erected about three years ago but the floor was never installed. There is still \$12,361 in H51 the Capital Project created for the pole barn. The lowest bid, \$10,244.00, came from Woodfine Development Corporation. None of the

**SEVERN TRENT CONTRACT AMENDMENT:** The amendment to the ST contract which declares that ST will act as an agent for the Village is on Mr. Williams' associate's computer. He will fax it over as soon as she is back in the office.

**THROOP/PARK ST. VACANT LOT:** Attorney Williams was able to ascertain that the vacant lot on Throop/Park Drive was sold to the Village in 1960 by Garlock. He has drawn up a quitclaim deed for 101 Throop Street, tax account number 64111-12-902705. The Village advertised for bids and accepted the offer from William Osborn and David Corea for \$1000. Both parties agreed to purchase the property by way of a quit claim deed, with the Village reserving easements for the sewer line and pump station already on the premises. All recording fees will be the expense of the buyers. Motion by Trustee Celentano, second by Trustee Palmer to authorize the Mayor to sign the quitclaim deeds and related documents for the sale of the property known as 64111-12-902705. Vote, 4 ayes. CARRIED.

**PLANNING & ZONING PAMPHLETS:** Once the new codes books are adopted, the Board will need to furnish copies of them to the planning and zoning boards. General Code will provide these for \$162.00 for 20 copies. Motion by Trustee Salomon, second by Trustee Palmer to purchase pamphlets from General Code publishers for \$162.00. Vote, 4 ayes. CARRIED.

**MASTER PLAN/COMPREHENSIVE PLAN:** Motion by Trustee Celentano, second by Trustee Piccola to authorize the mayor to sign the contract with the Town of Palmyra and Stuart Brown Associates for the re-write of the Master Plan. Vote, 4 ayes. CARRIED.

**SMALL CITIES COMMUNITY BLOCK DEVELOPMENT GRANT:** In order to activate the recent CDBG grant process, Trustee Celentano offered the following resolution:

Whereas the Village has been notified that the Governor's Office for Small Cities (GOSC) has awarded the Village of Palmyra a \$250,000 Community Development Block Grant (CDBG) to implement a micro-enterprise loan program to stimulate reinvestment by local businesses in the downtown area and has prepared contract documents and other forms to execute to implement said grant,

Now Therefore Be It Resolved that the Palmyra Village Board hereby:

1. Accepts the grant and directs the Mayor to execute the grant agreement on behalf of the Village as well as other documents related thereto and to submit the documentation to GOSC;
2. Designates Darlene E. Matteson, Alicia M. Lynch and Mark A. Palmer as the authorized representatives of the Village to draw down grant funds from the State;
3. Designates the HSBC Bank to serve as the depository for the grant funds and authorizes the Village Treasurer to take the necessary steps to open the grant account;
4. Authorizes the Mayor to issue a Request for Proposals (RFP) for grant administration – services to assist the Village in the overall management of the grant program and to help insure compliance with program regulations;
5. Authorizes the Mayor to request a proposal from the Wayne County Industrial Development Agency (WCIDA) to provide program delivery services to assist the Village in the establishment of the loan program.

ensuring the recipients' confidentiality. In order to proceed, motion was made by Trustee Celentano, second by Trustee Piccola to expend up to \$1500 to complete the Village income survey. Vote, 4 ayes. CARRIED.

**PEASE REQUEST:** In an effort to accommodate his "smoking" customers, Bob Pease installed a fence and attached it to his building. He felt this would look better than having his customers hanging around the doorway to his establishment. He obtained a building permit but has recently learned that his liquor license is premise-specific and only good for the inside of his building. Anotherwords, smokers can not take their drinks outside even though the area is completely enclosed. In order to remedy this, he must petition the ABC for approval, but first must notify the Village Board by certified mail of his intentions. This stage takes thirty days unless the Board waives the thirty day requirement. Mr. Pease's letter has not arrived yet, but in order to save time Mayor Daly suggested that the Board authorize her signature on the waiver when it does arrive. Motion was made by Trustee Salomon, second by Trustee Palmer to approve. Vote, 3 ayes, Trustee Celentano citing conflict of interest, abstained. CARRIED.

**VILLAGE HALL VACUUM CLEANER:** The Village Clerk submitted a quote for a new vacuum cleaner made by Oreck for approval. The cleaning crew has requested a heavy duty vacuum as we have gone through at least three vacuum cleaners in the last 6-7 years. The only place to purchase is by ordering direct, cost will be \$369.95 plus shipping and handling. Funds are available in the Capital Project Village Hall. Motion by Trustee Salomon, second by Trustee Palmer to approve the purchase of the vacuum cleaner, not to exceed \$400.00. Vote, 4 ayes. CARRIED.

**BUDGET PROCESS:** Tabled.

**PLANNING BOARD ALTERNATE:** Trustee Piccola was in receipt of a letter from David Pray expressing his wish to serve on the planning board. Mayor Daly moved to accept Mr. Pray as an alternate on the planning board, his term to run from October 7, 2003 through November 30, 2008. Second was made by Trustee Salomon. Vote, 5 ayes. CARRIED.

Trustee Salomon suggested having a Village Board meeting at Towpath sometime this winter. The Village Clerk will call and try to schedule it for January or February.

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

Motion by Trustee Celentano, second by Trustee Palmer, to re-enter public session with no action having taken place during executive session at 8:13. p.m. Vote, 4 ayes. CARRIED.

**ADJOURNMENT:** Motion to adjourn at 8:14 p.m. by Trustee Celentano, second by Trustee Piccola Vote, 4 ayes. CARRIED.

Respectfully submitted,

