

**PUBLIC HEARING AND
REGULAR MEETING OF THE TOWN BOARD**

**PALMYRA TOWN HALL
JANUARY 24, 2013**

At 7:00 p.m., Supervisor Kenneth Miller called to order the Town Board meeting, scheduled for Thursday, January 24, 2013, at the Palmyra Town Hall, 1180 Canandaigua Road, Palmyra, New York.

CALL TO ORDER

Supervisor Miller led those present in the Pledge of Allegiance to the Flag.

**PLEDGE TO THE
FLAG**

Upon roll call, the following board members were present:

- Kenneth F. Miller, Supervisor
- James Welch, Deputy Supervisor
- Michael Lambrix, Councilman
- Todd J. Pipitone, Councilman

ROLL CALL

Councilman David Nussbaumer was excused

Also attending: Code Enforcement Officer Dan Wooden, Highway Superintendent Mike Boesel.

**MEETING
ATTENDANCE**

Supervisor Miller then announced that the Public Hearing was open. The following legal notice for the public hearing had been published in the official Town newspaper and posted on the Town Hall bulletin board in accordance with law.

RESOLUTION #4-2013

PROPOSED LOCAL LAW NO. 1 OF THE YEAR 2013

BE IT RESOLVED, that proposed Local Law No.1 of the year 2013, A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW 3-c, be given to the Palmyra Town Board, and

BE IT FURTHER RESOLVED that the Town Board hold a Public Hearing on said Proposed Local Law at the Palmyra Town Hall, 1180 Canandaigua Road, in the Town of Palmyra, New York at 7:00 p.m. on Thursday, January 24, 2013.

BE IT FURTHER RESOLVED that the Town Clerk publish, or cause to be published, a public notice in the official newspaper of the Town of said public hearing at least ten (10) days prior thereto, and

BE IT FURTHER RESOLVED that the Town Clerk post on the Town Hall bulletin board a public notice at least ten (10) days prior thereto.

DATED: January 8, 2013

BY ORDER OF THE PALMYRA TOWN BOARD

**RESOLUTION
#4-2013—
HEARING FOR
PROPOSED
LOCAL LAW
NO. 1 OF THE
YEAR 2013**

**MTN: WAIVE
READING OF
LEGAL NOTICE
AND PROPOSED
LOCAL LAW #1
OF 2013**

Motion was made by Mike Lambrix to waive reading of the legal notice and the Proposed Local Law #1 of 2013.

Second: Todd Pipitone

Vote: 4 Ayes. Carried.

**PUBLIC
HEARING
CLOSED**

Supervisor Miller asked those present if there was any discussion of the Proposed Local Law. Hearing none, at 7:04 p.m., he declared the Public Hearing closed.

**MTN: APPROVE
MINUTES OF
12/27/2012
TOWN BOARD
MEETING**

The regular meeting was reconvened at 7:05 p.m., and a motion was made by Mike Lambrix to approve the minutes of the December 27, 2012 meeting of the Town Board.

Second: Jim Welch

Vote 4 Ayes. Carried.

**MTN: APPROVE
MINUTES OF
1/8/2013 TOWN
ORGANIZATION
MEETING**

Motion was then made by Todd Pipitone to approve the minutes of the January 8, 2013 Organization Meeting of the Town Board.

Second: Jim Welch

Vote: 3 Ayes. Carried.

Mike Lambrix abstained as he was absent that meeting.

COMMUNICATIONS

1. **Letter from New York State Deputy Comptroller:** Steven J. Hancox, Deputy Comptroller, Division of Local Government, wrote a letter to Supervisor Miller (Report No. 2012M-925-TC) stating:

**LETTER FROM
STATE DEPUTY
COMPTROLLER
ABOUT TOWN'S
2013 BUDGET IS
WITHIN
"ALLOWABLE
LIMIT" AS
DETERMINED BY
NY STATE**

"Chapter 97 of the Laws of 2011 established a tax levy limit on all local governments in New York State, effective January 1, 2012. This law requires that local governments maintain any property tax levy increase to no more than 2 percent or the rate of inflation, whichever is less. The law does provide exemptions for certain specific costs and allows the governing board to override the tax levy limitation with a supermajority.

"We have determined that your tax levy for 2013 was materially within the allowable limit."

**FINGER LAKES
AMBULANCE
SUMMARY OF
PALMYRA CALL
STATISTICS FOR
2012**

2. **Finger Lakes Ambulance Update:** The "Summary of Call Statistics for Palmyra in 2012" was provided by John Lester, Operations Supervisor for Finger Lakes Ambulance, detailing average response time, median response time, number of calls, standby coverage, Health Fairs, trainings with local

businesses, calls that were sent to Mutual Aid, and response to requests for Mutual Aid in surrounding towns. Ken Miller said he has not heard a complaint about Finger Lakes Ambulance's service from people in Palmyra.

The complete letter is included with these minutes as Attachment A.

**FINGER LAKES
AMBULANCE
SUMMARY OF
PALMYRA CALL
STATISTICS FOR
2012**

ATTACHMENT A

REPORTS OF STANDING COMMITTEES

Economic Development, Appeals and Town Clerk's Office Committee – Todd Pipitone, Chairman

1. Town Clerk's Office Report for January:

- *"All hands on deck" is the Town Clerk's office motto for January. We have each spent a lot of time at the counter taking Town/County tax payments and water payments, in addition to answering an increased number of phone calls—mostly concerning tax payments.*
- *Lynne: Starting the New Year means closing out things for 2012 and creating new files, information, etc. for 2013. Minutes for the December 27th Town Board meeting required a lot of follow-up as well as time to key in all the information. In addition, getting all the legal items done for the Town's 2013 Organizational Meeting took many hours of preparation and follow-up. Then came preparations for the January 24th Board meeting and public hearing....*
- *Lynne and Irene: All four Petty Cash drawers were balanced to the penny—per Board request—and the memo is included with this monthly report. Clerk's checkbook was balanced, and all checks to the State and County were sent out on time—as usual.*
- *Irene: **Taxes:** January is a much busier month, as we are actually collecting Town/County taxes (a few extra deposits each day), with other ongoing duties, closing out and balancing of the 2012 banking. So far of the 3054 bills sent, we have collected, and I have entered 952 tax bills (and mailed receipts) for over \$1,260,495.59. Next week, the escrowed tax payments should arrive in our office, which add another 1200 tax bills and approx. \$2.0 million to the total. Palmyra will collect \$4,736,074.14 total for the county when we are done in March, and I'll write the Town Supervisor \$1,890,965.30 in tax levy checks.*
- *Irene: **Dog Licensing:** There were 190 regular dog renewals for January and additional late renewal postcards—from that so far we've licensed and collected 78 dogs (\$728). "Enumeration" post cards are targeted for Spring mailing.*

**TOWN CLERK'S
OFFICE REPORT
FOR JANUARY**

**TOWN CLERK'S
OFFICE REPORT
FOR JANUARY**

- *Irene: My new computer arrived...thank you! My current printer is too old for my new computer with updated software. Tonight, on the agenda is the request for a new laser jet (black & white) all-in-one printer. Using a \$50 coupon, it will come to \$209.99, which was also budgeted. It will be "hooked up" when all components arrive.*
- *Celeste: I set up my old PC for centralizing all indexes of records and files. I am also sorting records for shredding, and cataloging new archival records—through January.*
- *Celeste: The dehumidifier in Archives Room B is having problems—after about 8 years of continuous use. I am still monitoring the room, but it may need replacing once damper conditions begin.*
- *Celeste: Processed December's monthly cashbook reports. The 2012 Year-End Financial Report is completed and balanced. All the reports are ready for our annual audit by the Town Board in March.*
- *Celeste: Updated Contracts & Agreements Index. Also provided 2012 burial indexes. Bingo, Games of Chance paperwork for Moose and VFW are precise and closely monitored by the NY State Department of Racing and Wagering. Both are currently in compliance with the law.*

**BALANCING OF
ALL PETTY
CASH FUNDS**

2. **Balancing of All Petty Cash Funds:** At the Town's Organizational Meeting, the request was made to provide a statement of all the Petty Cash funds the Town Clerk's office is responsible for. A statement prepared and signed by Town Clerk Lynne Green and Deputy Town Clerk Irene Unterborn account for all funds in all four miscellaneous cash funds used to make change during business transactions—the Town Clerk's drawer, the Water Collection drawer, the Tax Collection drawer and the Petty Cash fund.

**GOVERNOR'S
BUDGET STILL
INCLUDES
REGIONAL
ECONOMIC
DEVELOPMENT
COUNCILS**

3. **Other Economic Development Information:** Councilman Todd Pipitone added that from an Economic Development standpoint, the Governor's budget for this year still includes Regional Economic Development Councils.

**REQUEST TO
VACUUM VENTS
IN TOWN
CLERK'S OFFICE**

4. **Vacuumping of Vents in Town Clerk's Office:** Recently, as the furnaces have heated the Town Clerk's office, the vents have emitted dust, causing allergic reactions among the staff. Mike Lambrix made the request that the Highway Department crew use a shop vac to vacuum out the vents and alleviate the problem.

Highway Committee – James Welch, Chairman

1. **January Highway Report:** Highway Superintendent Mike Boesel submitted the following report From December 27 to January 24:

*Highway Superintendent Report
For Town Board Meeting of 1/24/2013*

Since the 12/27/12 meeting we have completed the following work:

- *Plowing/Sanding – To date this winter season we have made a total of 31 trips out of the barn.*

A comparison to this point of the past 4 winter seasons is below:

- *January 2012 - 22 trips.*
- *January 2011 - 74 trips.*
- *January 2010 – 59 trips.*
- *January 2009 - 78 trips.*
- *Fleet Maintenance – ongoing for all trucks and equipment*
- *Hauling – spoil material and millings from shop to pit*

Other miscellaneous items include:

- **Salt Orders** – *To date this winter season we have ordered approximately 700 tons of our 2800 ton allotment, which is 25% of our requested allotment.*
- **Trees Down** – *On Sunday 1/20/13, we experienced very high winds. Starting at 9:30 am that day until 12:30 pm, we received calls on 3 separate occasions for trees and wires down/blocking the road. In order, these occurred on Maple Avenue (btwn Jeffery and Leroy), Jackson St (btwn Stafford and Tremont), Schilling Rd (btwn Goldsmith and Desmith). Because of the wires down, these sections of roadways had to be shut down until NYSEG could address the issue. We had to put sand bags on the barricades to keep the wind from flipping them over!*
- **Personnel** – *Karen Yantz had been out of work since 11/20/12, but she was released back to work on 1/15/13.*
- **CHIPs Funding** – *Governor Cuomo recently announced he has no intentions to cut back (or raise) our CHIPs funding in his upcoming budget. This funding is critical to keeping our roads in good condition. Nevertheless, we are gearing up for our annual Advocacy Day in Albany on Wednesday March 6th.*

**JANUARY
HIGHWAY
REPORT**

**JANUARY
HIGHWAY
REPORT**

- **Equipment** – We continue to perform routine maintenance on all trucks and equipment. We recently performed an annual service to our mowing tractor and plan to bring in other 'summer' equipment over the next month.
- **Bobcat Purchase Approval** - I am asking permission to place the order for our new 2013 Bobcat S650. This is a budgeted purchase for 2013. The new machine will cost NTE, \$30,930.00, from DJM Equipment utilizing NYS OGS Contract.
- **C3 – 2013 New Ford F350** - I am asking permission to place the order for our new 2013 Ford F350 pickup. This is a budgeted purchase for 2013. The new machine will cost NTE, \$34,500.25, from Van Bortel Ford 'piggybacking' off the Chautauqua County Department of Public Facilities equipment contract.
- **Palmyra Municipal Auction** – The date has been set for Saturday May 11, 2013. I just received the Contract agreement today and suggest we place it on the February agenda for approval.
- **Village Budget** – It's budget season in the Village and I have my first budget meeting on Tuesday 2/4/13.

**PROPOSED
PURCHASES:
2013 BOBCAT
S650
AND 2013
SANDBLAST
EQUIPMENT**

2. **Proposed Purchases: 2013 Bobcat S650 and 2013 Sandblast Equipment:** Highway Superintendent Mike Boesel had two purchases in mind that had been budgeted for 2013: a 2013 Bobcat S650, with a price not to exceed \$30,930 and 2013 Sandblast equipment, which he did not have firm quotes on yet. There were no comments about the purchases, since they had been Board pre-budgeted.

**BID AWARD FOR
2013 FORD PICKUP
THROUGH
CHAUTAUQUA
COUNTY
EQUIPMENT
CONTRACT**

3. **Bid Award for 2013 Ford Pickup Through Chautauqua County Equipment Contract:** Chautauqua County took advantage of a statewide equipment contract, with the opportunity for other municipalities to participate. Mike Boesel is looking to purchase a 2013 Ford F-350 pickup with Service body, not to exceed \$34,500.25. He submitted the following resolution, #7-2013, to be used as part of the purchase paperwork:

RESOLUTION #7-2013

**BID AWARD FOR
ONE UNUSED 2013 (OR NEWER) FORD F-350 XL
REGULAR CAB
2-WHEEL DRIVE, DUAL REAR WHEEL PICKUP
WITH 11-FOOT SERVICE BODY**

WHEREAS, the Town Board has budgeted monies in the 2013 Town budget for the upgrade and replacement of the highway department's existing 2003 Ford F350 pickup truck; and

WHEREAS, NY State Legislature passed a new 'Piggybacking' law on August 1, 2012, which was subsequently signed into law by Governor Andrew Cuomo as of August 1, 2012, which authorizes municipalities and districts thereof to contract for certain goods and services jointly with the State or other municipalities; and

WHEREAS, a new subdivision 16 has been added to General Municipal Law (GML) SS 103 to authorize political subdivisions to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state of any other political subdivision or district therein; and

WHEREAS, the Chautauqua County Department of Public Facilities has already advertised for the submission of competitive bids, which was clearly advertised in the newspapers, specifying that the bids would be open on November 8, 2012; and

WHEREAS, the Chautauqua County Department of Public Facilities has already prepared a 'Notice of Award', dated November 19, 2012, listing all responsible low bidders, and

WHEREAS, the Chautauqua County Department of Public Facilities 'Notice of Award', dated November 19, 2012, clearly indicates that the award is open to all other Political subdivisions and districts located wholly or partly within New York State, so they may make material purchases from this bid within the same Terms and Conditions, with vendor concurrence; and

WHEREAS, VanBortel Ford is the lowest responsible bidder for a new 2013 Ford F-350 XL Regular Cab 2-wheel drive, dual-rear wheel pickup truck with 11-foot service body, priced at \$34,500.25.

NOW, THEREFORE, BE IT RESOLVED that the Town of Palmyra shall place an order for One Unused 2013 Ford F-350 XL Regular Cab 2-wheel drive, dual-rear wheel pickup truck with 11-foot Reading service body from VanBortel Ford per the bid price of \$34,500.25, F.O.B. Palmyra Town Highway Department, Palmyra, New York.; and

BE IT FURTHER RESOLVED, that the Town Highway Superintendent shall execute the necessary paperwork and take such other steps as are necessary to complete the purchase of the pickup truck, the subject of this resolution.

**DATED : January 24, 2013
BY ORDER OF THE PALMYRA TOWN BOARD**

**RESOLUTION
#7-2013—BID
AWARD FOR
ONE UNUSED
2013 (OR
NEWER) FORD
F-350 XL
REGULAR CAB
2-WHEEL DRIVE,
DUAL REAR
WHEEL PICKUP
WITH
11-FOOT
SERVICE BODY**

HIGHWAY DEPT.
SPRING
AUCTION ON
MAY 11TH

- 4. **Highway Department Spring Auction:** Mike Boesel said he had just received the new Auction contract from Roy Teitsworth but hasn't had the chance to read it over. The date is set for Saturday, May 11th. Board members agreed they would prefer to read over the contract and put the approval on the February 28th Board agenda.

Planning and Operations Committee

--Mike Lambrix, Chairman

NO PLANNING
BOARD MTG. IN
JANUARY

- 1. **No Planning Board Meeting:** Mike Lambrix informed Board members that there was no Planning Board meeting in January.

PLANNING
BOARD
REPLACEMENT
FOR OPEN SEAT

- 2. **Planning Board Replacement for Open Seat:** After several months of having only four Planning Board members, yet another letter was sent to a prospective replacement. He has been invited to the February 11th Planning Board meeting. In addition, another Palmyran's name was proposed for follow-up.

Zoning and Assessor's Office Committee

--David Nussbaumer, Chairman

ASSESSOR'S
OFFICE REPORT
FOR JANUARY

- 1. **Assessor's Office Report for January:** Assessor Elaine Herman submitted her January report noting Exemption forms were sent out. She has completed "the values for all the residential properties in Palmyra" and is working on the commercial property values.

JANUARY CODE
ENFORCEMENT/
ZONING OFFICE
REPORT

- 2. **Code Enforcement/Zoning Office Report:** January CEO Reports were distributed to Board members. Dan Wooden says things look good for house building this year. He added that a pharmacy is planned to open up on East Main Street soon—where the chiropractor's office was.

NUISANCE
PROPERTIES
FOLLOW-UP

- 3. **Follow-Up on Nuisance Properties:** Jim Welch asked what a Code Enforcement Officer can do if someone refuses to have his apartments inspected. Dan Wooden said there are two options: 1—get a warrant, and 2—walk away.

- 4. **Zoning Board of Appeals Meeting Minutes:** Minutes of the January 10th Zoning Board meeting were distributed to Board members. There were no comments made by them. **ZONING BOARD OF APPEALS MINUTES OF 1/10/2013 MEETING**

- 5. **Wayne County "Unsafe Structure" Program Now Under Development:** Ken Miller added there is now the development of an "Unsafe Structure" program from Wayne County. They are particularly targeting "unsafe buildings" to help in Emergency Responder safety. **WAYNE COUNTY DEVELOPING "UNSAFE STRUCTURE" PROGRAM**

INFORMATIONAL ITEMS

- 1. **Letter of Congratulations to Eagle Scout:** Ken Miller sent a letter of congratulations to Corey Klino at the event of his being awarded the rank of Eagle Scout, in Palmyra Troop 96. **CONGRATS TO EAGLE SCOUT COREY KLINO**

- 2. **Chiefs of East Palmyra Volunteer Fire Department:** John Rush provided Board members with a list of the East Palmyra Fire Department's Chief, First Assistant and Second Assistant—for Board reference and information. **LIST OF EAST PALMYRA VOLUNTEER FIRE DEPT. CHIEFS**

- 3. **Morrison Excavating:** The Town received a Fourth Quarter 2012 gravel removal check from Morrison Excavating, for gravel mined at the Division Street pit. **4TH QTR.GRAVEL REMOVAL BY MORRISON**

- 4. **Disaster Management Questionnaire:** Ken gave Board members a copy of the chart that the Town of Palmyra sent to the County in response to their request for items in place and planned—in the event of a disaster. He added there is no need to approve this chart, as it is "an ongoing thing." **DISASTER MANAGEMENT QUESTIONNAIRE**

- 5. **Invitation to Palmyra Community Library's Open House:** Board members received an invitation to Palmyra Community Library's First Anniversary Open House on Sunday, February 10, 2013, from 2 - 4 p.m. **INVITATION TO PALMYRA COMMUNITY LIBRARY'S OPEN HOUSE 2/10/2013**

PUBLIC INPUT

- 6. **Public Input:** There were no comments from those in attendance at the meeting.

AGENDA ITEMS

MTN: APPROVE PALMYRA COMMUNITY CENTER AGREEMENT FOR 2013, WITH TOWN AND VILLAGE

- 1. **Approve: Palmyra Community Center Agreement:** At the beginning of each new year, an agreement is approved by the Town of Palmyra, the Village of Palmyra and the Palmyra Community Center, providing funds from both municipalities toward the Palmyra Community Center, using the new amounts budgeted. For 2013, the contract wording has been the same for the past number of years, with the change coming in the amount being paid by both municipalities. Todd Pipitone made the motion to approve the agreement between the Town, Village and the Palmyra Community Center for 2013, with a budgeted cost of \$34,780 to the Town.

Second: Jim Welch

Vote: 4 Ayes. Carried.

ATTACHMENT B

A copy of this agreement is included with these minutes as Attachment B.

- 2. **Resolution #5-2013: Proposed Local Law No. 1 of the Year 2013—A Local Law to Override the Tax Levy Limit established in General Municipal Law 3-c:** Having been posted, published, and after holding a public hearing, all prescribed by law, Resolution #5-2013 was ready to be brought before the Town Board:

RESOLUTION #5-2013
Proposed Local Override Law

Proposed Local Law No. 1 of the year 2013
Town of Palmyra, County of Wayne

A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT
ESTABLISHED IN GENERAL MUNICIPAL LAW 3-c

Section 1. Legislative Intent

It is the intent of this local law to override the limit on the amount of real property taxes that may be levied by the Town of Palmyra, County of Wayne pursuant to General Municipal Law § 3-c, and to allow the Town of Palmyra, County of Wayne to adopt a town budget for (a) town purposes (b) fire protection districts and (c) any other special or improvement

RESOLUTION #5-2013: PROPOSED LOCAL LAW NO. 1 TO OVERRIDE THE TAX LEVY LIMIT IN 2014 BUDGET

district governed by the town board for the fiscal year 2014 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law § 3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law § 3-c, which expressly authorizes the town board to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the town board.

Section 3. Tax Levy Limit Override

The Town Board of the Town of Palmyra, County of Wayne is hereby authorized to adopt a budget for the fiscal year 2014 that requires a real property tax levy in excess of the limit specified in General Municipal Law, §3-c.

Section 4. Severability.

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date.

This local Law shall take effect immediately upon filing with the Secretary of State.

Councilman Todd Pipitone made the motion to approve Resolution #5-2013—Local Law #1 for 2013.

Second: Mike Lambrix

Vote: 4 Ayes. Carried.

**MTN: APPROVE
RESOLUTION
#5-2013:
PROPOSED
LOCAL LAW NO.
1 AUTHORIZES
TOWN BOARD
TO OVERRIDE
THE TAX LEVY
LIMIT IN 2014
BUDGET**

- 3. **Approve Credit Card Purchases:** According to the Town’s official Purchasing Policy, pre-approval is needed for credit card purchases. Ken Miller wishes to purchase a replacement ornament for the New York State flag in the Large Meeting Room—which was recently lost—and an ExpressCard adapter, using his personal credit card, and wishing reimbursement. Todd Pipitone made the motion to approve these credit card purchases, not to exceed \$100—including shipping.

Second: Mike Lambrix

Vote: 4 Ayes. Carried.

**MTN: APPROVE
CREDIT CARD
PURCHASES BY
SUPERVISOR**

MTN: APPROVE PURCHASE OF 2013 BOBCAT S650 NOT TO EXCEED \$30,930

- 4. **Approve: Purchase of 2013 Bobcat S650:** Mike Boesel, Palmyra Highway Superintendent, requested approval to purchase the 2013 Bobcat S650, previously discussed in this meeting, not to exceed \$30,930. He stated this was approved in the 2013 budget. Jim Welch made the motion to approve this purchase, not to exceed \$30,930.

Second: Mike Lambrix Vote: 4 Ayes. Carried.

MTN: TABLE PURCHASE OF SANDBLAST EQUIPMENT

- 5. **Approve: Purchase of Sandblast Equipment:** Since Mike Boesel was unable to get an exact figure for this Sandblast equipment before the Board meeting, Jim Welch made the motion to table this purchase for tonight, and wait until the February Town Board meeting.

Second: Mike Lambrix Vote: 4 Ayes. Carried.

MTN: APPROVE PURCHASE OF LASERJET PRINTER FOR TOWN CLERK'S OFFICE

- 6. **Approve: Purchase of LaserJet Printer for Town Clerk's Office:** The LaserJet Printer, which has been the "workhorse" of printers in the Town Clerk's office—now hooked up to 3 PC stations—is too old of a model for the new PC that was purchased for Irene's work station. With a coupon, a special price, and no tax, the new black-and-white printer was a good deal. Todd Pipitone made the motion to approve the purchase of a LaserJet Black-and-White Printer for the Town Clerk's office, not to exceed \$210, including shipping.

Second: Jim Welch Vote: 4 Ayes. Carried.

- 7. **Resolution #6-2013: Official Undertaking of Municipal Officers:** Each year, Town officers who handle money are to sign this resolution, so that sufficient insurance coverage is in effect as they perform their duties for the Town:

RESOLUTION #6-2013

TOWN OF PALMYRA

OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

RESOLUTION #6-2013: TOWN OF PALMYRA OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

WHEREAS, Kenneth F. Miller, of the Town of Palmyra, County of Wayne, New York, has been elected to the Office of Supervisor of the Town of Palmyra, and

WHEREAS, Petra I. Anderson, of the Town of Palmyra, County of Wayne, New York, has been appointed to the Office of Bookkeeper of the Town of Palmyra, and

WHEREAS, Lyndall Ann P. Green, of the Town of Palmyra, County of Wayne, New York, has been elected to the Office of Town Clerk of the Town of Palmyra, and

WHEREAS, Irene E. Unterborn, of the Town of Palmyra, County of Wayne, New York, has been appointed to the Office of Town Tax Collector of the Town of Palmyra, and

WHEREAS, William E. Abbott and Terry C. Rodman, of the Town of Palmyra, County of Wayne, New York, have been elected to the Office of Town Justice of the Town of Palmyra, and

WHEREAS, Patricia O. Peterson, of the Town of Palmyra, County of Wayne, New York, has been appointed to the Office of Court Clerk of the Town of Palmyra, and

WHEREAS, Gary A. Rose, of the Town of Palmyra, County of Wayne, New York, has been appointed as Animal Control Officer, Constable and Rabies Responder for the Town of Palmyra, and

WHEREAS, Michael E. Boesel, of the Town of Palmyra, County of Wayne, New York, has been elected to the Office of Superintendent of Highways for the Town of Palmyra, and

NOW, THEREFORE, we, as respective officers and appointees above, do hereby undertake with the Town of Palmyra that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer or appointee, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Bookkeeper is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Bookkeeper; and

This undertaking of the Town Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk; and

This undertaking of the Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Tax Collector; and

This undertaking of the Town Justices is further conditioned that they will well and truly keep, pay over and account for all moneys and property coming into their hands as such Town Justices; and

This undertaking of the Court Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Court Clerk; and

This undertaking of the Animal Control Officer, Constable and Rabies Responder is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Animal Control Officer, Constable and Rabies Responder; and

This undertaking of the Superintendent of Highways is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as Superintendent of Highways; and

**RESOLUTION
#6-2013: TOWN
OF PALMYRA
OFFICIAL
UNDERTAKING
OF MUNICIPAL
OFFICERS**

The Town does and shall maintain insurance coverage, presently with National Grange Insurance Company, in the sum of \$500,000 for the Tax Collector, Supervisor and Town Clerk to indemnify against losses through the failure of the officers, clerks and employees covered thereunder faithfully to perform their duties or to account properly for all moneys or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

MTN: APPROVE RESOLUTION #6-2013: TOWN OF PALMYRA OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

Todd Pipitone made the motion to approve Resolution #6-2013: Town of Palmyra Official Undertaking of Municipal Officers, and asked the Town Clerk to forward a copy to the VanParys Insurance Agency.

Second: Jim Welch

Vote: 4 Ayes. Carried.

8. **Resolution #7-2013: Bid Award for 2013 Ford F-350 XL Pickup Truck:** Jim Welch made the motion to approve the purchase of this vehicle, with a cost not to exceed the bid price of \$23,500.25. Mike Boesel was asked about the warranty. He said he thinks it has the “typical Ford three-year” warranty, and this price doesn’t include an extended warranty.

MTN: APPROVE RESOLUTION #2-2013: BID AWARD FOR 2013 FORD F-350 XL PICKUP TRUCK

Second: Todd Pipitone

Vote: 4 Ayes. Carried.

9. **Approve: Claims and Expenditures:** Mike Lambrix made the motion to approve claims and expenditures shown on vouchers #Jan 2013-1 through Jan 2013-6, as well as #629 through 768, included in the Abstract of 12/27/2012 through 1/24/2013, totaling \$103,450.25.

MTN: APPROVE CLAIMS & EXPENDITURES ON VOUCHERS #JAN 2013-1 THRU JAN 2013-6 AND #629 THRU #728

Second: Todd Pipitone

Vote: 4 Ayes. Carried.

10. **Motion to Enter Executive Session:** At 7:50 p.m., Todd Pipitone made the motion to enter Executive Session to discuss matters of personnel.

MTN: ENTER EXECUTIVE SESSION

Second: Mike Lambrix

Vote: 4 Ayes. Carried.

Board members retired to the Supervisor’s office.

At 8:25 p.m., Jim Welch made the motion to exit Executive Session.

Second: Todd Pipitone

Vote: 4 Ayes. Carried.

MTN: EXIT EXECUTIVE SESSION

11. **Motion to Adjourn:** At 8:26 p.m., Mike Lambrix made the motion to adjourn the meeting.

Second: Jim Welch

Vote: 4 Ayes. Carried.

MTN: ADJOURN MEETING

Respectfully submitted,

Lyndall Ann P. Green
Palmyra Town Clerk

ATTACHMENT A: **FINGER LAKES AMBULANCE SUMMARY OF PALMYRA CALL STATISTICS FOR 2012—LETTER TO TOWN BOARD**

ATTACHMENT B: **PALMYRA COMMUNITY CENTER AGREEMENT FOR 2013, WITH TOWN AND VILLAGE**

NEXT TOWN BOARD MEETING:

**THURSDAY, FEBRUARY 28, 2013, 7:00 P.M.
PALMYRA TOWN HALL**