

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
September 26th, 2024**

At 7:00 p.m., Supervisor Gary Rose called to order the regular Town Board meeting, scheduled for Thursday, September 26th, 2024, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York.

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

Upon roll call, the following Board members were present:

Gary Rose, Supervisor
James Welch, Councilman
Douglas DeRue, Councilman
Brad Cook, Councilman
Todd Pipitone, Councilman

Motion was made by Brad Cook to approve the minutes of the Town Board meeting which took place on August 22nd, 2024.

Second: Doug DeRue Vote: 4 Ayes. Carried

Motion was made by Todd Pipitone to approve the minutes from the Town Budget Workshops which took place on September 3rd, 10th, and 17th, 2024.

Second: Jim Welch Vote: 4 Ayes. Carried

ATTENDANCE

Also in attendance: Julie Hartman, Don Wilkins, Casey Carpenter (Times of Wayne County), Kammy Catchman, Gigit Graham, and EMS Advisory Board Representative Mike Catalano.

HEARING There was no official hearing this evening.

EMS BOARD REPRESENTATIVE

Mike Catalano, Wayne County EMS Advisory Board representative, is looking into a couple of complaints from the Mayor and Fire Department of calls not being covered as timely as they hoped. Mr. Catalano reported

though, that there were only 7 calls not covered last week out of 79, and 10 were mutual aid. The Police chief echoed the concerns of the fire department regarding delayed calls. The board was reminded that there are only two of three county ambulances (eventually 4) that will cover the entire county.

Discussion ensued and it was decided that Mr. Catalano will run a year-to-date report to check response times, and that Supervisor Rose will try to set an appointment with FLA.

COMMUNICATIONS RECEIVED

The Department of Health will be conducting their periodic inspection of all water supplies in Wayne, Ontario and Yates Counties. The local inspection is scheduled for October 16, 2024, at 8:30 AM.

PUBLIC INPUT

Gigit Graham, residing on Liberty St., asked to address the board regarding an incident that happened at the highway facility. She felt threatened by a village highway employee, and questioned who is responsible for the highway property, if there were outdoor cameras there, and who is allowed to put garbage in the dumpster there as she witnessed someone there on a Saturday. She did state to the board that as a federal employee, she is not allowed to run for public office.

Board Note - the following will now appear on all agendas.

**If you are attending a Town Board Meeting have not signed up for Public Participation Section of the Town Board Meeting pursuant to the rules which have been established (24 hrs prior to start of meeting), then you will not be able to express your opinion. As a courtesy to those who attend the Board Meeting, you are requested not to interrupt the meeting, and refrain from conversation that would interfere with those attending being able to hear the Board transact its business. If in fact someone interferes with the meeting or the conversation with other spectators should require a warning and it is ignored, the person could be charged with Disorderly Conduct. For public hearings, speaking will be limited to topics on the agenda.*

REPORTS OF STANDING COMMITTEES

Supervision: Animal Control, Human Resources, Justices, and Finance:

- Supervisor Gary Rose

1. Supervisor's Monthly Financial Report: The Supervisor has received the Bookkeepers monthly financial report for August.

2. Old Landfill Update: Mr. Rose reported that the final closure plan is at the DEC and it will be as short as a couple weeks or up to a few months to approve the plan!

Public Works: Highway Department, Equipment and Facilities:**-Councilman James Welch**

1. Highway Department report for September: Mr. Boesel is at a NYS Highway Conference, so Councilman Welch reported the following on his behalf:

**HIGHWAY SUPERINTENDENT REPORT
FOR TOWN BOARD MEETING
9/26/24**

Since the 8/22/24 Town Board meeting we have completed the following work:

- Culvert Work – Desmith Road
- Brush mowing – Vienna Street and Schilling Road
- Treework – roadside cleanup from miscellaneous storms
- Inter-municipal Assistance
 - 8/23/24 3 Palmyra trucks to Wayne County Hwy to help with paving
 - 8/26/24 2 Palmyra trucks to Arcadia Hwy to help with Novachip paving
 - 8/27/24 4 Palmyra trucks to WC Hwy to help with Novachip paving
 - 8/28/24 4 Arcadia, 4 WC Hwy, 2 Lyons, 4 Williamson trucks help Pal Hwy – Nova job
 - 9/4/24 1 Palmyra truck to Walworth Hwy to assist with Milling
 - 9/5/24 1 Palmyra truck to Walworth Hwy to assist with Milling
 - 9/18/24 1 Arcadia sweeper to Pal Hwy to assist with sweeping Palmer/Floodman
 - 9/24/24 1 Palmyra Loader/Widener to Ontario Hwy to assist w/shoulders
 - 9/25/24 1 Palmyra Loader/Widener to Ontario Hwy to assist w/shoulders
- **Summer Projects** – Major summer roadwork is coming to a close. On 8/28, we completed our Novachip paving job on South Creek Road with assistance from several Towns. On 9/18, we Fogsealed on Floodman Road and Palmer Road. We still have three small culvert pipe projects we hope to complete this year. We also intend to continue brush mowing roadsides and performing tree work as time and weather permit throughout the Fall/Winter months.
- **Striping** – WC Highway will soon finish up striping on our roads.
- **Town Hall Improvements** – Last week, we obtained the correct downspout adaptors for the underground drain lines and continued to investigate the underground layout of the drain lines with our camera system.

- **Fuel Island Update** – We recently received a letter from the Pal-Mac CSD to discuss the future of the joint fuel island. By 2027, any new school bus purchases in NYS will have to be zero emissions and by 2035, the school bus fleet statewide should be all electric.
- **Personnel** – We continue to advertise for the 3rd and final open highway position. The A-frame signs remain in front of Town Hall and Highway. The Town Facebook page has been updated as well.
- **Winter Prep** – We recently started filling both our salt barn and sand/salt barn. Thru the next month, we will begin to review our snowplows/wings, sanders and tire situations and get trucks serviced and prepared for the winter season.
- **Equipment (new/old)** – Our new 2024 Mack Granite 10-wheel dump truck should be arriving within the next few weeks. The Monroe County Municipal Auction is coming up on Saturday October 5th. I am proposing to declare our 2004 Sterling 10-wheel dump as surplus and sell in this upcoming Auction, along with the old shop air compressor.

Any questions, comments or concerns I will be glad to answer.

Mr. Welch added that the new truck will be in within the next couple of weeks, and that when the highway guys were working on the Town Hall drainage issues in front, they found that the fernco had possibly collapsed. Discussed ensued and it was felt that gutter guards should be looked into for the building.

Human Services: Town Clerk, Archives, and Town Hall Facility

- Councilman Bradley Cook

1. Town Clerk's Monthly Financial Report: The Supervisor has received the Town Clerk's Office monthly financial report for August.

2. Town Clerk Report for September: The September and October reports will be combined. We are very busy collecting school taxes, collecting water bills, selling hunting licenses, and issuing what seems to be a surge in marriage licenses (which is sweet to see!). Our new deputy clerk is doing a wonderful job, and I am hoping the state will process her paperwork soon so that I can start teaching the registrar tasks! Kristi is also studying for her Notary exam. Heidi S. is wonderful as usual and has been a huge help with teaching our new hire the basics and more!

Please feel free to call me if you have any questions.

**Town Building and Grounds Committee: – Councilmen Cook & DeRue and
Town Clerk Irene Unterborn**

1. Building Update: Drainage issues in front of Town Hall are still being worked on as stated and discussed earlier.

Town Development: IT & Phones, Strategic (Comprehensive) Plans, Code Enforcement/Planning Board and Security:

- Councilman Todd Pipitone

1. Comprehensive Plan: The Wednesday September 25th meeting was postponed where they had planned to discuss the draft. It was rescheduled for October 7th, and this meeting will lead into a joint Town & Village board meeting to discuss the draft of the plan! As always though, you can view the latest information and meeting notes at www.palmyrany.com/comprehensive-plan .

2. CEO Report for September: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates of compliance August 20, 2024, through September 24, 2024.

3. Minutes from Zoning Board Meeting of September 12, 2024: Minutes from September 12th, 2024, Zoning Board Meeting were shared with the board.

4. Minutes from Planning Board Meeting: None for this month.

Government Operations: Assessor, Fire Protection Contracts, Youth & Aging, and Historians:

- Councilman Doug DeRue

**REPORT TO THE TOWN BOARD FROM THE ASSESSOR'S OFFICE
September 2024**

As usual the school tax season increases telephone calls and in office visitors with questions and address updates.

We have filled in our vacant seat on the Board of Assessment Review.

There are 22 August sales. 10 Village and 12 Town sales. There are no parcel merge/split requests.

The following are the sales/transfers for August.

August 2024 Sales/Transfers						
MAP #	HS #	STREET	**	SALE \$	SALE DATE	TAV 2024
64111-10-394516	38	Aldrich		240,000	8/7/2024	161,200
64111-11-572508	144	W Charlotte	**	235,000	8/7/2024	118,700
64111-11-512682	306	W Main		275,000	8/14/2024	182,400
64111-16-757425	310	E Foster	**	0	8/19/2024	139,200
64111-11-733543	245	Fayette		176,000	8/20/2024	130,300
64111-11-567616	159	Washington		175,000	8/21/2024	144,100
65111-13-023421	401	Howell	**	0	8/21/2024	94,800
64111-10-451674	354	W Main	**	240,000	8/22/2024	170,000
64111-15-650455	350	Canandaigua		150,000	8/26/2024	180,700
64111-12-846703	505	E Main		195,000	8/27/2024	136,600
64112-15-534364	2045	Meadow		225,000	8/6/2024	166,500
66112-00-677557	2206	Tellier		3,000	8/7/2024	3,400
65113-00-312699		Cole		25,000	8/12/2024	19,900
65111-00-772576	1401	Hammond		350,000	8/13/2024	292,200
65112-00-222545		Rt 21 N	**	290,000/2	8/14/2024	200
65112-00-250518	2186	Rt 21 N	**	290,000/2	8/14/2024	289,800
37113-00-175469		Sandhill	**	0	8/20/2024	80,000
67113-00-246303		Sandhill	**	0	8/21/2024	900
64112-00-843860	3212	Jeffrey	**	0	8/29/2024	315,400
64113-00-683020	3105	Jeffrey	**	0	8/29/2024	599,100
64112-00-8733114	2000	Walker	**	0	8/29/2024	66,500
65111-00-374718		Kent	**	1	8/29/2024	5,200
66111-00-433167		Floodman	**	2,780	8/30/2024	5,600
65110-00-893847		Faas	**	0	8/30/2024	700
TAV - Total Assessed Value			**	Indicates a Non Arm's Length sale/Transfer		

Please let me know if you have any questions.

Thank you,

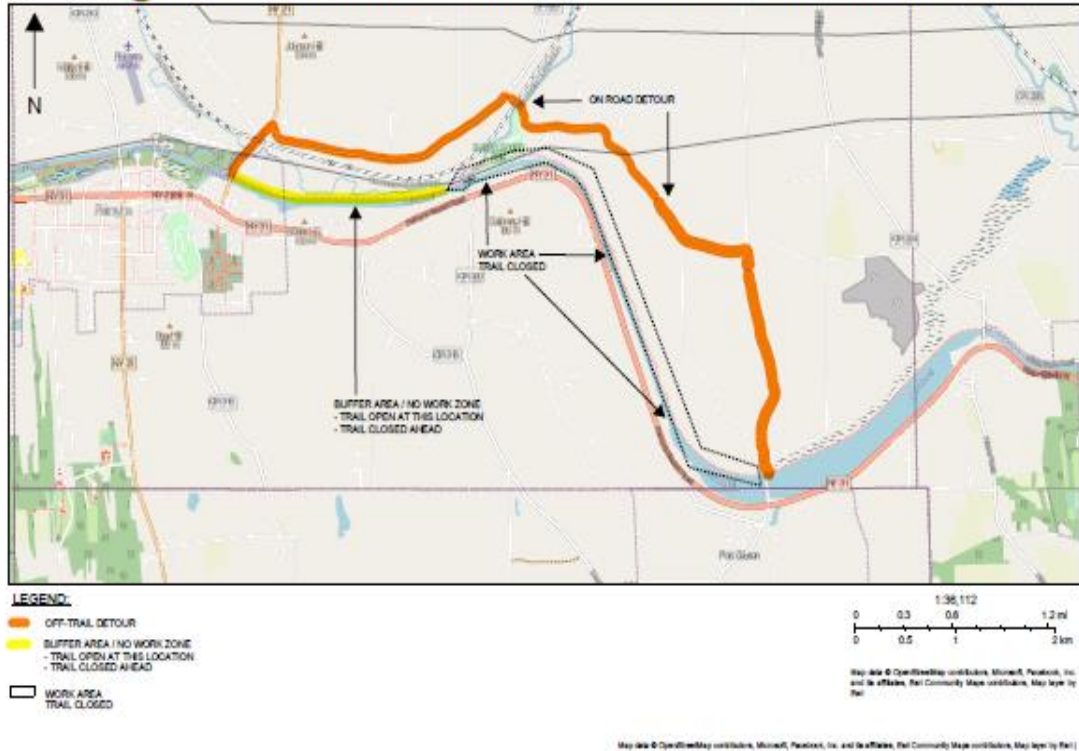
Paula Ruthven

INFORMATION

The NYS Canals has another trail project starting next Monday with about a 2-month trail closure! (Detour map is below) This project is on the trail between Rt.21 and Port Gibson Road canal bridges, and they will be replacing the decking on the 2 bridges that span the creek/spillway area within Swifts Landing Park area. For further information, please visit:

<https://www.canals.ny.gov/Trails/Canalway-Trail-Alerts>

Empire State Trail Bridge Rehab Project at Swifts Landing Palmyra Site Map



TOWN AGENDA ITEMS

1. Approve: All Town Reports for August: Todd Pipitone made the motion to approve all town reports including the Supervisor, Town Clerk, Code Officer, Assessor, and Highway reports for the month of August.

Second: Brad Cook Vote: 4 Ayes. Carried

2. Approve: Authorize the Transfer of Funds from Highway Facility Repair Reserve to General Fund: Todd Pipitone made the motion to authorize the bookkeeper to transfer funds in the amount of \$5,000 from the Highway Facility Repair Reserve to General Fund for the purchase of an air compressor.

Second: Jim Welch Vote: 4 Ayes. Carried

3. Approve: Authorize the Transfer of Funds from the Employee Benefit Reserve to General Fund: Todd Pipitone made the motion to authorize the bookkeeper to transfer funds in the amount of \$3,936.22 from the Employee Benefit Reserve to General Fund for the payout of sick leave time for town employee who has retired in August 2024.

Second: Brad Cook Vote: 4 Ayes. Carried

4. Approve: Authorize the Bookkeeper to make the following Budget Adjustments: Todd Pipitone made the motion to authorize the Bookkeeper to make the following Budget Adjustments, as written:

Second: Jim Welch Vote: 4 Ayes. Carried

Town of Palmyra

General Fund - Budget Adjustments September 26, 2024

<i>ACCOUNT#</i>	<i>ACCOUNT TITLE</i>	<i>INCREASE</i>	<i>DECREASE</i>
51324.01.000.00	Building - Contractual Expenditure	5,000.00	
511.01.000.00	Appropriated Reserves - Hwy Fac Repair Reserve		(5,000.00)
TOTAL BUDGET ADJUSTMENTS:		5,000.00	(5,000.00)

<i>ACCOUNT#</i>	<i>ACCOUNT TITLE</i>	<i>INCREASE</i>	<i>DECREASE</i>
90898.01.000.26	Other Employee Benefits - Sick Leave Payout	3,936.22	
511.01.000.00	Appropriated Reserves - Employee Benefit Reserve		(3,936.22)
TOTAL BUDGET ADJUSTMENTS:		3,936.22	(3,936.22)

5. Approve: Hearing Dates for Fire Contracts: Doug DeRue made the motion to approve October 24th, 2024, as Public Hearing date, at the East Palmyra Fire Hall, beginning at 7 PM, to discuss fire contracts with the Palmyra Village FD, East Palmyra FD, and the Port Gibson FD.

Second: Todd Pipitone Vote: 4 Ayes. Carried

6. Approve: Bryant Seus to continue the Town Board of Assessment Review: Doug DeRue made the motion to approve Bryant Seus to continue the Town Board of Assessment Review with his new term beginning on October 1st, 2024, and ending September 30th, 2029.

Second: Todd Pipitone Vote: 4 Ayes. Carried

7. Approve: The appointment of Glenn Bullock to the Town Board of Assessment Review: Doug DeRue made the motion to approve the appointment of Glenn Bullock to the Town Board of Assessment Review, to fill a vacancy, with his new term beginning on October 1st, 2024, and ending September 30th, 2026.

Second: Todd Pipitone Vote: 4 Ayes. Carried

Julie Hartman will obtain their Oaths of Office.

8. Approve: Resolution #9-2024: Rescinding in Lieu of Agreement:

Todd Pipitone made the motion to approve “Resolution #9-2024 Resolution Rescinding Agreement Between Providence Vienna Housing Development Fund Company Inc, Vienna Place Partners LLC, and the Town Of Palmyra”, as written: This was seconded by Brad Cook, and a roll call vote was requested.

James Welch	Aye
Doug DeRue	Aye
Todd J. Pipitone	Aye
Brad Cook	Aye
Supervisor Rose	Aye

Vote: 5 Ayes. Carried

RESOLUTION #9-2024

RESOLUTION RESCINDING AGREEMENT BETWEEN PROVIDENCE VIENNA HOUSING DEVELOPMENT FUND COMPANY INC, VIENNA PLACE PARTNERS LLC , AND THE TOWN OF PALMYRA

WHEREAS, the Town of Palmyra entered into an in lieu of tax agreement with Palmyra Village Apartments on September 28th, 2000, that would operate through the assessment year 2026; and

WHEREAS, the Town of Palmyra entered into a new in lieu of tax agreement with Providence Vienna Housing Development Fund Company INC, Vienna Place Partners LLC on March 17, 2023, which would operate for a period of thirty (30) years; and

WHEREAS, the sale of 3510 Vienna St. never took place, and the conditions of the agreement were not met, therefore making the agreement null and void.

NOW, THEREFORE, BE IT RESOLVED that the Town of Palmyra **rescinds** the agreement with Providence Vienna Housing Development Fund Company INC, Vienna Place Partners LLC, dated 2023, and will re-enact the original in lieu of agreement that will end in the assessment year 2026. This resolution shall take effect immediately.

9. Approve: Highway Department Surplus: Jim Welch made the motion to declare the 2004 Sterling 10-wheel dump truck as surplus (to be sold at upcoming Monroe County Auction), as well as the old shop air compressor.

Second: Todd Pipitone Vote: 4 Ayes. Carried

10. Approve: Tentative Budget for 2025: Brad Cook made the motion to approve the Tentative Budget for 2025, which will become the preliminary budget, with a public hearing on November 7, 2024. This was seconded by Brad Cook, and a roll call vote was requested.

James Welch	Aye
Doug DeRue	Aye
Todd J. Pipitone	Aye
Brad Cook	Aye
Supervisor Rose	Aye

Vote: 5 Ayes. Carried

The comments were made that this is a good and balanced budget, is good for our local economy, and that it will work well with the new visions of the Comprehensive Plan.

This is now the Preliminary Budget, and as per the Organizational Meeting, the hearing will be on November 7th, at 7 PM, followed by possible adoption that evening.

MOTION TO APPROVE TOWN CLAIMS AND EXPENDITURES

Jim Welch made the motion to approve claims and expenditures for September 2024: Vouchers #2024-875 through #2024-989 totaling \$312,625.59, as noted below.

Second: Doug DeRue Vote: 4 Ayes. Carried

<u>Abstract Total of Vouchers Pre-Paid:</u>	
GENERAL FUND	\$ 6,284.52
PART TOWN	\$ 786.98
DB HIGHWAY	\$ 549.81
Total	\$ 7,621.31

<u>Abstract Total of Vouchers Un-Paid:</u>	
GENERAL FUND	\$ 19,206.91
PART TOWN	\$ 21,616.21
DA HIGHWAY FUND	\$ 25,693.33
DB HIGHWAY FUND	\$ 223,118.33
NORTH SEWER	\$ 10,570.00
STAFFORD RD SEWER	\$ 2,671.50
SOUTHWEST SEWER	\$ 2,128.00
Total	\$ 305,004.28

MOTION TO ADJOURN

At 7:20 PM, Brad Cook made the motion to adjourn the meeting.

Second: Doug DeRue

Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Palmyra Town Clerk

NEXT REGULAR TOWN BOARD MEETING & PUBLIC HEARING

Thursday, October 24th, 2024
7:00 PM – East Palmyra Fire Hall

PUBLIC HEARING

Thursday November 7, 2024
7:00 PM – Palmyra Town Hall