

VILLAGE OF PALMYRA BOARD OF TRUSTEES

Regular Meeting

4/15/91

7:00 p.m.

Present: James G. Elliott, Mayor; Trustees Charles D. Gilmore, Daniel E. Wooden, Daniel S. Pope III and Thomas N. Lynch; Village Atty., John B. Nesbitt, Esq.

000188

Call to Order: Mayor Elliott called the meeting to order @ 7:03 p.m.

1991-92

Bdgt.Hrng: Trustee/Budget Officer D. Pope said that in order for the Village to save money, the Village Board would conduct the budget hearing rather than presence of representative from financial consultant/Donagan Assoc. Mayor Elliott read the Legal Notice.

Trustee Pope said the purpose of hearing was to get comments on VOP expenditures from the public regarding the budget; Bd. need not adopt budget following hearing, however, must adopt by 5/1 - establish a tax levy (produce a tax rate).

Mr. P. Retan asked how much proposed Village taxes and told by Mr. Pope that as budget presented, "8.8%." Mike Jankowski questioned elimination of Village Assessor's position and would VOP utilize Town Assessor. Mayor Elliott and Trustee Pope answered in the affirmative - Trustee Pope spoke of adopting Town Assessment Rolls. Mr. Jankowski asked about an area reassessment as of July '91 and told by Trustee Pope "yes" if/when Town reassesses. Mayor explained one-year lag process for Village once Town reassesses... in '92 VOP would be adopting the Town's figures which are currently in effect - no change in VOP assessments for one (1) year.

Mrs. P. Frontuto asked about water rates and informed by Mayor that water/sewer rates would remain same as @ present in projected budget.

Mr. Jankowski said, re Hwy. Dept. budget, decline in amt. set aside for salaries - eliminating a position/not replacing someone? P. Retan said his budget cut \$106,000. and spoke of CHIPS money which would probably not be available. Trustee Pope said need for tallying up every salary and item in budget, including Water & Sewer, to obtain total. Phil explained that when Hwy. works on water and/or sewer, charged to that department.

Mr. Jankowski asked about proposed handicapped ramp...had been in budget in prior years....Mayor referred to HR-1. Mr. J. - revenue section, P.D., re fines and forfeitures, \$15,000. - anticipate \$30,000.

what accounts for 'jump' - Mayor spoke of projected revenue and adjustment(s)...his belief that underestimated in current budget. Mrs. Frontuto asked about "Public Works Administration," Pg. 19, increase of approx. \$9000. Mayor said Auditor requested that the VOP 'track' the hrs. Mrs. Frontuto said, in light of negotiation year re Union Contract, asked about salary increases. Mr. Pope said that when VOP budgets in contract year, VB gets idea of what they want to do/puts money in Contingency - law allows municipalities to place 10% of all other expenditures which would give VOP Contingency amt. of \$95,000.-\$96,000. Trustee Pope explained budget process - budget requests received then 'pared' down by the Bd.

000189

Trustee Lynch spoke of reduction in CHIPS money below reduction of two (2) previous years - and a reduction of approx. \$24,000. Percentages discussed. Hwy. Supt. said his figures show approx. \$90,000. less than previous two-yr. average. More discussion. Mayor said CHIPS line in budget 'in-and-out' item. Hwy. Supt. said Hwy. Dept. taking 'brunt' of cuts...his feeling it should be divided among depts. Trustee Wooden said the \$106,000. Trustee Wooden said not \$106,000. below last year's....Retan said cut from his budget, not below last year's. Mayor said where VOP gets reimbursed is putting in sidewalks, curbs, etc. Sidewalk budget \$5,000. more this year, he said; Line Item for asphalt \$1,000. more - he felt indicates VOP maintaining level of road repair (referring to Pg. 22). Trustee Wooden said his understanding that \$90,000. of the \$106,000. for Hwy. Dept. truck....\$20,000. out of 'Spring Clean-up' - only about \$1,000. left that was actually cut out of operating expenses (Trustee Wooden); but truck being purchased out of Reserves rather than operating exp., (Trustee Lynch)....P. Retan said last year's budget was \$397,700. - this year, \$266,000. Trustee Pope said biggest cut was to take \$95,000. out of request to expend for a truck. More discussion re a Line Item...

Mrs. Frontuto asked how much expended prior year for over-time in Hwy. Dept. and allocation for this year - and has it decreased. Trustee Pope said no calculations specifically for over-time - must be maintained within salary budget. Mayor said salaries same as yr. ago. Mrs. Frontuto said budget always contained an 'over-time' allotment...Mayor said in a schedule before. The Hwy. Supt. said approx. 125 hrs. per man. Mrs. Frontuto asked about restructuring/'staggering' Hwy. employees' hrs. re snowplowing, etc. and gave example - informed by Trustee Wooden said that it cannot be done to 'avoid' overtime; if employee placed on evening shift and it doesn't snow, then what would employee be doing....Trustee Wooden said the specific Saturday to which Mrs. Frontuto referred was when equipment being repaired. Mayor said that the Bd. had had discussions on 'streamlining' in general - depts. will have to be very tightly controlled this year.

Mr. Vrubel asked about item on Pg. 24 - Joint Youth Program...tentative salary \$30,000. for person who runs program...problems with it he said (as he did as a Trustee)....should have a contract as to when the Ctr. is open...seems that closed in August (for staff vacations)...when kids need Ctr. most toward end of summer. The \$30,000. figure set by Comm. Ctr. Bd., per Trustee Wooden, run through Village books strictly for 'retirement' purposes...Ctr. pays back his benefits...Village donated \$18,000. to the Ctr./Town of Palmyra the same....Director's salary paid out of this money....VOP only pays one-half (1/2) of it. As for being open in August, discussion have been held. Trustee Wooden said Mr. Vrubel should be addressing the CC Bd. Trustee Pope said VOP contributes to cost of CC - VOP has not exercised voice as to how to run it. Same as Library, per Mr. Wooden. Trustee Lynch said closed only two (2) weeks - Mr. Wooden said one closure is for maintenance, refinish gym floor, etc.

Police Chief Dalton asked about cuts to P.D. and F.D. (Pg. 23) and certain increases in areas of recreation... other depts. being cut...support them all but P.D. & F.D. a public safety aspect...income

from the Sexton Fund discussed/explained by the Bd. Chief Dalton commented on the Library, Hist. Society...celebrations, for instance, receiving no budget cut; Mrs. Frontuto spoke of all depts. and those funded 'sharing the pain' - some taking larger share than others.

000190

Mr. Vrubel asked about 100% assessed valuation...can't wait on water any longer..pipes are old...get water outside the Village... if public vote to be held on this (budget), it would'nt go through... people will not be moving here...Mayor said he had encouraged Town to do re-evaluation...at one point the Village offered to pay a portion...problem with not being at a higher assessment....will come about this year. Mayor said VOP had been willing to extend (water & sewer) to them if they would form districts but Town unwilling to put districts out there. Trustee Wooden asked if VOP could reassess without the Town and Mayor said VOP could but could not describe conditions...would cost VOP 3/4 of what it would cost to do entire Town. Mr. Jankowski said that Town almost finished (or will be by 7/1/91)...following year will affect Town taxes....following year for Village. Mrs. Frontuto spoke of the proposed 8.8% tax increase...people are getting no raises, salary cut- backs...and losing jobs altogether...and spke. of the situation in her own family. Trustee Wooden expressed the Bd.'s concern. Trustee Pope said he had difficulty with people who don't recognize any loss in revenue - only want cut in expenditures...VOP budgeted for '91-'92 \$94,000. less than was budgeted for this year - what services did they (those asking questions) want cut? State aid going down so far - go back to "0" tax increase and see what happens to budget???

Chief Dalton understood that taxes must be paid... his dept. back to '88 - VB had informed dept. hds. early on that cuts forthcoming...can't depend on State of New York...has to be made up somewhere...he said P.D. severely understaffed. Mayor said VOP almost to point of cutting positions....if so, VOP would not, could not, be providing services people want...and gave some examples....held line on salaries in budget, the Mayor said....Trustee Wooden said that it might be possible to cut one person frm. depts. - if it would come to that, if someone nearing retirement age, retire early and not replace them. Mrs. Frontuto said living in times to lower expectations...not want 'I want' but what 'I need'... can't have the 'fluff', she said. Mayor said when VOP tried to cut services, many complaints received; VB trying to use best judgment possible - Trustee Wooden said part of problem, going on for years - now the money isn't there....VB able to hold down the budget increases since his time on the Bd. - in fairly reasonable amounts. Mentioned about putting historic properties on tax rolls..Mayor said Historic Palmyra has property on which they're working and when finished will be on tax rolls...Grandin Bldg. mentioned.

Chief Dalton spoke on P.D. "training" and costs of same...luxury of best of training gone for yr., however, loss of radar & breathlyzer certification, etc. a loss to Village...some discussion....Trustee Pope said no State mandate that the VOP must have same to which Chief Dalton agreed....pointed out that revenue would be lost...the Chief asked for 'something' - \$750.-\$1,000. - advised the Bd. that if a DWI arrest, Officer would have to leave the Village

during two or so hrs. transport to Newark or Sheriff's Dept. would take. Chief Dalton talked of cutbacks by Sheriff's Dept. re assistance for celebrations (would have to contract them out at \$26. per hr.)...State Police has offered their assistance.

Budget Hrng.

Closed:

At 8:05 p.m. Mayor Elliott declared the public hearing on the 1991-92 Village Budget closed and thanked citizens for coming and input.

LL#1,

1991:

Local Law #1, 1991, re zoning fee changes in Chapter 29 of the Village Ordinance, Mayor Elliott said the hearing tabled during 3/18/91 meeting - per the Mayor, the amendment to Chapter 29 states, in essence, that the VOP removing from the law the cost of a bldg. permit...as per the fee schedule adopted by resolution of the VB; per Atty. Nesbitt, removing fee schedule from Local Law itself and will simply state...."the scheduled fees shall be adopted by the Village Board and shall be available from the Bldg. Inspector and in the office of the Village Clerk." Trustee Wooden said some increases forthcoming, i.e. minimum fee - broken down into residential (habitable and non-habitable space), then commercial, industrial, etc. Fee now \$5. minimum; \$1. per \$1,000. will be increased. Village reviewed fees of Newark, Macedon, Walworth, etc. - will adjust Village's accordingly. Otherwise, have to adopt law each time change in fee(s), thus change being made on 'scheduled' basis.

When there were no further questions, Mayor Elliott declared the hearing closed @ 8:10 p.m.

Spring

Clean-Up:

Mrs. P. Frontuto asked if the VOP conducting a "Spring Clean-Up" - asked the Bd. if any thought given to charging for service. Trustee Lynch addressed the situation - large item had to be cut from budget - "Clean-Up" cost of approx. \$15,000. the logical cut. Checked with trash haulers re price - increase from \$95. per ton to \$126. per ton...approx. pick-up load from one's house could 'probably' be removed for \$20. Mayor reviewed past collections and problems incurred. Trustee Wooden spoke of the Town and Villagers paying Town taxes - it is anticipated that Town will conduct "Spring Clean-Up." Mr. M. Janowski said that due to ice storm expense, Town leaning toward canceling clean-up, however, not definite. Hwy. Supt. P. Retan related figures for 1990 clean-up in which Town/Village combined their efforts. Having shredder (for tires) brought cost down, he said.

Local Law

#1, '91:

In accordance with hearing conducted above, Mayor Elliott moved that the VB adopt Local Law #1, 1991; Trustee Wooden seconded. Voting was unanimously in favor/carried.

Annual Organizational Meeting:

Organization Meeting appointments read by Mayor Elliott and attached hereto.

P.D. Assistance:

Mayor said that Police Chief and himself met with WC Safety Committee - for extra policemen (Sheriff's Dept.), charge of \$26. p.h. - Canaltown Days, one patrol car & two volunteers; State Police more generous and will give VOP all the help needed - meeting to be established @ a later date.

FEMA re

Ice Storm:

Mayor reported on visit by reps. frm. Federal Emergency Management Agency and enumerated approx. what the VOP may expect in funding re ice storm damage. Disallowed damage to tombstones (did not amt. to

SP 10000
000191

\$250.); nothing for creek damage/problem @ Carriage Stop as on private property. Mayor said VOP bills totaled over \$40,000. for work done by VOP...they (FEMA) estimated cubic yds. @ curb-line and what it would cost to haul, etc. VOP allowed \$4. per cubic yd. to haul....once overall figure, FEMA adds in an overhead figure to pay supervisors' help, Treas.'s, etc. Federal Govt. will pay 75% of cost - once cleared in Lyons, should receive money in thirty (30) days. State to pay 12 1/2% (may take up to 4-5 yrs. for payment) - Village's responsibility for other 12 1/2%.

000192

Foster
St.:

Mayor said he walked area with Engineer Jan Kem (Newark) - visually, he suggested that the VOP obtain services of Butler Shock Incarceration Camp... clean existing ditches and all the private property, shld. be able to lower water level along Foster St. on private prop., at least 1'.....if creek cld. be lowered 4' (looks possible)...cld. lower water level 4' under ground. May also drain Mr. Venturino's pond in process.....his pond goes down 3 1/2 ft. in summertime. Mr. Kem suggested talking to Soil & Conservation District (which Mayor did) and a "Letter of Agreement" be prepared (for those who do not wish to enter into Easement)....residents wld. permit VOP to enter their property and remove debris...easements better - letter an alternative. The VB, having become familiar with the ditch from past visits and discussions, felt the attempt should be made as recommended following which Trustee Pope moved that the VOP contact Butler Shock for arrangements regarding the above; Trustee Lynch seconded. Bd. felt that Mr. Wm. Clark would be agreeable as he was unwilling to enter into an easement. Mr. Venturino, who was present, asked if VB willing, if Mr. Clark agreeable to easement, to moving ditch in 15' more onto his property (would not affect Mr. Wiseman's property)...Mayor said VOP would try to get Mr. Wiseman's permission to clean the ditch, then alternative - Mayor said he may have to resort to Mr. Venturino's suggestion. Voting was unanimously in favor/carried. Trustee Lynch asked about existing trees - removed? Trustee Wooden spoke of letters to residents in both Town & Village. Atty. Nesbitt to prepare form letter.

Minutes
4/1/91:

Mayor Elliott moved that the 4/1/91 Bd. Mtg. Minutes be accepted as written; Trustee Gilmore seconded. Voting was unanimously in favor/carried.

Fairgrounds'
Functions:

Trustee Gilmore moved that the Bd. allow the following non-agricultural events to be held @ the Fairgrounds: WC Show-Off, 5/10 & 5/11/91 (previously approved); Empire Rodfest on 7/21/91; and a Country Western Jamboree on 8/4/91; Trustee Pope seconded. Voting was unanimously in favor/carried.

Drop
Boxes:

The need for the Village to purchase "drop boxes" for use by the Hwy./W&S Dept. was recommended by Mayor Elliott (a Memo follow-up). The accident on previous Friday of a construction worker being buried - and rescued - brought to light the Village's need, he said.

F.D.Rpt.:

Mayor Elliott moved VB acceptance of the Annual Fire Department Report; Trustee Lynch seconded. Voting was unanimously in favor. Trustee-in-Charge, C. D. Gilmore, moved that the VB officially recognize Mr. Roger Ruebens, Fire Chief for five (5) years, for his dedication...a credit to the community, he said; Trustee Pope seconded. Voting was unanimously in favor/carried.

Banner:

Trustee Lynch asked process, cost, etc. for WC Show-Off hanging a banner over Main St. for the event @ the Fairgrounds on 5/10 & 5/11/91 - and possibility of F.D. hanging same. Trustee Gilmore so moved VB's permission and help in any way possible as well as services of F.D. for banner placement; Trustee Lynch seconded. Voting was unanimously in favor/carried.

JSEC

Seminar:

Mayor Elliott acknowledged an invitation (annual) from the Job Service Employers' Committee to attend a seminar/complimentary buffet @ The Farm Restaurant on 5/1/91 from 9:00 a.m. - 2:00 p.m. Persons desiring to attend inform Treasurer who would make reservations.

000193

Add Unpd.

W&S/Taxes:

Mayor Elliott moved that all unpaid water & sewer bills be added to taxes effective 4/30/91 - Dpty. Clk. to provide list to VB which will be sent to Cty. seat. Trustee Wooden seconded. Voting was unanimously in favor/carried (unpaid list to be included with subsequent VB Mtg. Minutes).

Clyde Dpty.Clk. Retirement Party:

Mayor Elliott said invitation received from Village of Clyde to attend retirement party for Dpty. Clk. Phyllis Davis @ The Galen Inn on 5/1/91. Those wishing to attend respond to Central Office prior to deadline.

Sign/Uncl.

Freight:

The Bd. acknowledged a request from Mr. R. Rider for placement of a "Directory" sign on Troop/Park; Bd. agrees to same in concept, however, requests detailed drawing of proposed sign. Trustee Gilmore so moved; Trustee Lynch seconded. Voting was unanimously in favor/carried.

\$\$\$'s for

Scholars:

Mayor acknowledged request from Pal-Mac's "Dollars for Scholars" committee to conduct a phone-a-thon; Trustee Wooden so moved allowance; Trustee Gilmore seconded. Voting was unanimously in favor/carried.

NYCOM

Workshp.:

Mayor Elliott moved authorization for any Village official so inclined to attend workshops in Syracuse on 4/19/91 (Clerks/Treas.); and 4/20/91 (Mayors, Trustees, etc.). Trustee Gilmore seconded. Voting was unanimously in favor/carried.

Mayors'

Conf.:

The Mayors' Conference - 82nd Annual Meeting - to be held at The Nevele Hotel on 6/2-6/5/91. Suggestion made that Bd. members who attend should pay own expenses.

1/50th Re-

tirement:

Trustee Wooden spoke of VOP providing additional retirement plans (Sections 75e, 75g and 75i) for the following four (4) Tier I & Tier II Village employees - Jeanne Drake, Harold Kruger, James Campbell and Kenneth Skeels. Discussion led by Trustee Pope re cash impact on Village - could become expensive in future. Mayor Elliott agreed. No impact for two (2) yrs., per Trustee Wooden. (Description, 75-e/Guaranteed Benefits; 75-g/Career Retirement Plan; & 75-i/New Career Retirement Plan). Trustee Wooden so moved VB adoption of State resolution; Trustee Lynch seconded. Trustees Wooden, Gilmore & Lynch voted "aye"; Mayor Elliott & Trustee Pope voted "nay" - carried by majority.

Abstract

#22:

Trustee Pope moved that the Treas. be authorized to pay Voucher Nos. 1051-1084 in the amount of \$20,668.39 on which appear the initials of at least three (3) Bd. members. Trustee Gilmore seconded. Voting was unanimously in favor/carried.

Crop
Walk:

Mayor Elliott moved Bd. approval of the annual "Crop Walk" on Sun., 5/5/91, the route for which was laid out in a letter from Mr. D. Warters, along with a Certificate of Insurance. Trustee Pope seconded. Voting was unanimously in favor/carried.

Drainage
Ditch:

Mr. S. Venturino asked about approx. time-frame for WC Butler Shock Camp cleaning out ditches and Bd. unable to do so....scheduling....then several weeks.

Budget
Adoption:

Trustee Pope moved that adoption of the 1991-92 Village Budget, for further review and possible reductions, be tabled until a later date (as long a time as adopted by 5/1/91. Trustee Gilmore seconded. Voting was unanimously in favor/carried.

Exec.
Sess.:

At 9:55 p.m. Mayor Elliott moved that the Bd. exercise Exec. Sess. for the purpose of "Personnel" matters, said session to include the Bd., Vill. Atty. & Police Chief D. Dalton for portion of session. Trustee Wooden seconded. Voting was unanimously in favor/carried.

000194

Reconvene:

At 10:55 Trustee Pope moved that the VB emerge from Exec. Sess.; Mayor Elliott seconded. Voting was unanimously in favor/carried.

Adjourn-
ment:

The VB immediately adjourned as moved by Mayor Elliott; seconded by Trustee Pope. Voting was unanimously in favor/carried.

Ethel B. Johnson, Clerk

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ANNUAL ORGANIZATIONAL MEETING
VILLAGE OF PALMYRA
Palmyra, New York

April 15, 1991

000195

ACTING
POLICE
JUSTICE:

Mayor Elliott motioned the appointment of

Terry Rodman

as ACTING VILLAGE POLICE JUSTICE for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by Dpty Mayor Pope

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/XXXXXXXXXXXXXXXXXXXX

COURT
CLERK:

Mayor Elliott motioned the appointment of

Jeanne Drake with Linda Ingram Part-time

as COURT CLERK, for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by Trustee Daniel E. Wooden

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/XXXXXXXXXXXXXXXXXXXX

VILLAGE
ATTORNEY:

Mayor Elliott motioned the appointment of

CURRENTLY JOHN NESBITT. Note: Appt. carries until a different appt. is made.

as VILLAGE ATTORNEY, for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by N/A

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/Carried/Defeated

VILLAGE

Ethel B. Johnson, Village Clerk, was appointed on 4/4/88 for a period of two years (Local Law #7, 1975 specifies two-yr. term).

VILLAGE

Darlene E. Matteson, Village Treasurer, was appointed on 4/4/88 for a period of two years (Local Law #7, 1975 specifies two-yr. term).

DEPUTY
CLERK:

Ethel B. Johnson, Village Clerk appointed

Kerry K. Elvin

as DEPUTY CLERK, for a period of one year beginning April 1, 1991, and ending April 6, 1992. The foregoing motion was made by

not subject to Board approval.

Motion seconded by _____

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

ASSESSOR:

Mayor Elliott motioned the appointment of

000196

Judson Roney

as ASSESSOR, for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by Dpty Mayor Pope

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

CODE ENFORCEMENT OFFICER:

Mayor Elliott motioned the appointment of

Judson Roney

as CODE ENFORCEMENT OFFICER, for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by Dpty Mayor Pope

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

ENGINEER:

Mayor Elliott advised that due to lack of sufficient need for an engineer on a retaining fee, that if and when needed, an engineer may be employed on a "fee basis."

PUBLIC WKS.' FOREMAN:

Mayor Elliott motioned the appointment of Dept. heads do not need to be reappointed annually

as PUBLIC WORKS' FOREMAN for a period of one year beginning April 1, 1991 and ending April 6, 1992.

Motion seconded by _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

CEMETERY & PKS. FOREMAN:

Mayor Elliott motioned the appointment of

Dept. heads do not need to be reappointed annually as CEMETERY & PARKS' FOREMAN for the period of one year beginning April 1, 1991 and ending April 6, 1992.

Motion seconded by _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

WATER & WSTE WTR.

Mayor Elliott motioned the appointment of

000197

SUPT.: Dept. heads do not need to be reappointed annually. as WATER & WASTEWATER PLANT SUPERINTENDENT/ OPERATOR-IN-CHARGE, for a period of one year beginning April 1, 1991 and ending April 6, 1992.

Motion seconded by _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

HOUSING: Mayor Elliott motioned that living quarters shall be provided for the WATER & WASTEWATER SUPERINTENDENT/OPERATOR-IN-CHARGE at the SPRING STREET WATER PLANT, including utilities such as water, sewer, heat & light, which shall be in the public interest. Such living quarters shall be figured at an equivalent of \$115.00 per week, to be classified as "Officer's Maintenance," on which the W&WW Supt./Oper. will contribute from his weekly salary to Social Security based on the \$ 115.00 and the Village of Palmyra shall contribute an equal share to Social Security.

Motion seconded by Trustee Wooden _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous ~~XXXXXXXXXXXXXXXXXXXX~~

Mayor Elliott motioned that living quarters shall be provided for the VILLAGE CLERK at 149 East Main Street including utilities such as water, sewer, heat & light, which shall be in the public interest. Such living quarters shall be figured at an equivalent of \$115.00 per week, to be classified as "Officer's Maintenance," on which the Village Clerk will contribute from her weekly salary to Social Security based on the \$115.00 and the Village of Palmyra shall contribute an equal share to Social Security.

Motion seconded by Trustee Wooden _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

TAX COL-LECTOR ~~XXXXXXXX~~ Mayor Elliott _____ motioned that the TAX COLLECTOR shall be Darlene Matteson

_____ as part of the duties of the TREASURER.

Motion seconded by Trustee Lynch _____

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/Carried/Defeated

HEALTH OFFI- Mayor Elliott advised that the terms for William

CER & REGIS-
TRAR/VITAL
STATISTICS:

J. Braell, M.D., Health Officer; and Mrs. Beverly Hickman, Town Clerk, Registrar for Vital Statistics; were previously established and shall run until 1991 and 1991 respectively.

ANIMAL
CONTROL
OFFICER:

Mayor Elliott announced the appointment of

Kimberly Diefendorf
as ANIMAL CONTROL OFFICER for a period of one year beginning April 1, 1991, and ending April 6, 1992.

Motion seconded by Trustee Gilmore

Voting as follows: Trustee Wooden

Trustee Pope Trustee Gilmore

Trustee Lynch Mayor Elliott

Unanimous/XXXXXXXXXXXXXXXXXX

PLANNING/
ZONING
BOARDS:

Trustee Gilmore motioned the appointment of

Peter Wilson
to the Zoning Board of Appeals for a five year term beginning April 1, 1988 and ending March 31, 1993.

Motion seconded by Trustee Wooden

Voting as follows: Trustee Wooden

Trustee Pope Trustee Gilmore

Trustee Lynch Mayor Elliott

Unanimous/XXXXXXXXXXXXXXXXXX

Trustee Gilmore motioned the appointment of

Marcia Robbins
to the Village Planning Board for a 5 year term beginning April 1, 1988 and ending March 31, 1993.

Motion seconded by Trustee Wooden

Voting as follows: Trustee Wooden

Trustee Pope Trustee Gilmore

Trustee Lynch Mayor Elliott

Unanimous/XXXXXXXXXXXXXXXXXX

Trustee Gilmore motioned the appointment of

~~U Abram Cleason~~ NONE AT THIS TIME
as Chairman of the Zoning Board of Appeals for a one year term beginning April 1, 1991 and ending April 6, 1992.

Motion seconded by Trustee Lynch

Voting as follows: Trustee Wooden

Trustee Pope Trustee Gilmore

Trustee Lynch Mayor Elliott

Unanimous/XXXXXXXXXXXXXXXXXX

Trustee - Marcia Robbins Gilmore motioned the appointment of

001009
000198

Marcia Robbins
as **Chairman of the Village of Palmyra Planning Board** for a one year term beginning April 2, 1990 and ending April 1, 1991. *2 1/2 yrs*

Motion seconded by Trustee Wooden

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/XXXXXXXXXXXXXXXXXXXX

000199

YOUTH COMMISSION

Mayor Elliott advised that, upon recommendation of the **Board of Directors of the Community Center**, he re-establishes the following officer positions on the **YOUTH COMMISSION**, election of said officers to be conducted in June:

1. **PRESIDENT** Gary Haigh

2. **VICE-PRESIDENT** Raymond Fischette

3. **SECRETARY** Nancy Robinson

4. **TREASURER** Carol Hack

FIRE DEPT. OFFICIALS

Mayor Elliott advised, on the recommendation of the **Palmyra Fire Company, Inc.**, as of March 1, 1991, the following appointments be made:

1. **FIRE CHIEF** Ronald Hickman

2. **FIRST ASST. CHIEF** John Bruening

3. **SECOND ASST. CHIEF** Tom Wiedrick

4. **THIRD ASST. CHIEF** Warren Frederick

F.D. EQUIPMENT CUSTODIAN:

Mayor Elliott motioned the appointment of

Kenneth Skeels
as **CUSTODIAN OF FIRE DEPARTMENT EQUIPMENT**, for one year beginning April 1, 1991 and ending April 6, 1992.

Motion seconded by Trustee Gilmore

Voting as follows: Trustee Wooden _____

Trustee Pope _____ Trustee Gilmore _____

Trustee Lynch _____ Mayor Elliott _____

Unanimous/XXXXXXXXXXXXXXXXXXXX

DEPUTY OR ACTING MAYOR:

Mayor Elliott announced the appointment of

Daniel S. Pope, III
a **TRUSTEE**, as **DEPUTY OR ACTING MAYOR**, to serve during such absence of the Mayor, when required.

BANK DEPOSITORY:

The Marine Midland Bank, shall be the depository for funds of the Village; the Village of Palmyra shall utilize the services of said bank regarding Village investments, however, the services of various other banks, _____, and _____,

may also be utilized from time-to-time, at the discretion of the Village Board.

Trustee Pope moved passage of the above Resolution;

Motion seconded by TRUSTEE Lynch
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/Carried/Defeated

INVESTMENT COUNSELORS:

Bernard P. Donegan Assoc., Victor, N.Y. shall be utilized by the Village Board of Trustees as Investment Counselors for the Village of Palmyra for the investing of funds-Cemetery Trust and Pliny T. Sexton Trust Funds; as well as preliminary preparation/and finalization of the Annual Village Budget for which contracts shall be entered into by the Board of Trustees.

Trustee Pope moved passage of the above Resolution;

Motion seconded by Trustee Gilmore
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/Carried/Defeated

OFFICIAL NEWSPAPER

The Courier-Journal shall be approved as the official newspaper for the Village, to publish and bring such legal notices, statements, notices for bids and other legal notices for the ensuing year to the attention of the citizens of the Village of Palmyra.

The foregoing motion made by TABLED
Motion seconded by _____
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/Carried/Defeated

EMPLOYEE BONDS

Motion by Trustee Pope; seconded by Trustee _____ that bonds be provided by VanParys Assoc., for the following bond amount for employees set by the Board:

Blanket Bond \$150,000 Voting as follows:
Trustee Pope _____ Trustee Wooden _____
Trustee Gilmore _____ Trustee Lynch _____
Mayor Elliott _____ (Tally _____)
Unanimous/Carried/Defeated

BOARD MEETINGS:

The regular meetings of the Board of Trustees of the Village of Palmyra shall be held at 7:00 p.m. on the **First and Third Monday**, in the months beginning 4/1/91 through 4/6/92, with

the exception that any holidays which may fall on the above dates will automatically move the regular meeting night to the next day evening - one meeting during the months of _____ - second Monday's of said months.

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Trustee Dpty Mayor Pope moved passage of the above Resolution;

Motion seconded by Trustee Wooden
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/~~XXXXXXXXXXXXXXXX~~

SPECIAL MEETINGS:

The Mayor or two Trustees may call a Special Meeting of the Board of Trustees by a written notice at least seventy-two (72) hours before the date of the meeting or by personally calling such Board members at least twenty-four (24) hours before the hour of the meeting, with the exception, that in case of emergency, Board members shall be notified by means as may be most appropriate. When applicable, Board members shall sign a "Waiver of Notice of Special Meeting" for the record. Such Special Board Meetings shall designate subject matter to be discussed at the time of notice.

~~Trustee~~ Mayor Elliot moved passage of the above Resolution;

Motion seconded by Dpty Mayor Pope
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/~~XXXXXXXXXXXXXXXX~~

OFFICE HOURS & HOLIDAYS

The office hours of the Village Clerk's Office shall be Monday through Friday, from 9:00 a.m. until 5:00 p.m. The Village Clerk's Office shall observe the holidays as specified in the Union Contract except for the following when said office shall be closed: General Fall Election; & Presidents' Day celebrated annually -- the third Monday in February.

Trustee Mayor Elliot moved passage of the above Resolution;

Motion seconded by Dpty Mayor Pope
Voting as follows: Trustee Wooden _____
Trustee Pope _____ Trustee Gilmore _____
Trustee Lynch _____ Mayor Elliott _____
Unanimous/~~XXXXXXXXXXXXXXXX~~

BE IT RESOLVED that the Board of Trustees re-establishes the following standing committees and appoints the named trustee to Chair said committee. Each chairperson shall designate a board member who shall assume committee responsibility in the absence of the chairperson. Committee chairpersons shall be decided by motion and majority vote of the Village Board. Majority shall be considered three (3) "aye" votes.

- 1. Planning and Zoning Trustee D. Gilmore

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- 2. Water and Wastewater Trustee D. Wooden
- 3. Streets, Walks, Curbs & lighting Trustee Lynch
- 4. Cemetery and Parks Trustee T. Lynch
- 5. Youth and Senior Citizens Trustee D. Wooden
- 6. Water shed Trustee D. Wooden
- 7. Animal Control Dpty Mayor Pope
- 8. Fire Department Trustee T. Gilmore
- 9. Flagpole and Village Hall Trustee D. Wooden
- 10. Economic Development & Revitalization
Trustee D. Wooden
- 11. Special events (includes park concerts, Canaltown Days Committe Representative).
Dpty Mayor Pope

The foregoing motion made by Trustee D. Wooden
 Motion seconded by Trustee T. Lynch
 Voting as follows: Trustee Wooden _____
 Trustee Pope _____ Trustee Gilmore _____
 Trustee Lynch _____ Mayor Elliott abstain
~~Unanimous/Carried/Defeated~~

Mayor Elliott announced the following appointments:

- 1. Budget Officer Trustee D. Wooden
- 2. Police Commissioner Mayor Elliot

(By N. Y. Village Law, the above are Mayoral appointments)

The foregoing motion made by _____
 Motion seconded by _____
 Voting as follows: Trustee Wooden _____
 Trustee Pope _____ Trustee Gilmore _____
 Trustee Lynch _____ Mayor Elliott _____
 Unanimous/Carried/Defeated

RULES OF ORDER: These appointments not subject to vote.

N.Y. Village Law 4-400(2)

"If the Mayor and Deputy Mayor are both absent or unable to perform the duties of the office, the trustees shall appoint one of their number to act as Deputy Mayor during the absence or inability of the mayor and deputy mayor appointed by him."

AGENDA:

BE IT RESOLVED that the Village Clerk shall prepare a written Agenda for each Village Board meeting. Such Agenda shall contain but not necessarily be limited to:

1. All requests written or verbal to address the Board that are received prior to 9:30 a.m. the Friday prior to a Monday meeting.
2. Trustee Committee reports.
3. Pertinent correspondence.
4. Business tabled from prior meeting.
5. Other items that Clerk deems necessary.

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Copies of the Agenda, along with any documents relating to Agenda items, shall be placed in the trustees' "mailboxes" at the Village Hall prior to 5:00 p.m. on the Friday before a Board meeting. Requests for additions(s) to the Agenda arriving after 9:30 a.m. on Friday, shall be voted upon at the Village Board meeting and added to same upon approval by majority vote.

The foregoing motion made by Mayor Elliot

Motion seconded by Dpty Mayor Pope

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/~~XXXXXX/XXXXXX~~

OFFICIAL:

At 8:50 p.m., with all Board members present, Mayor Elliott declared the Annual Organizational Meeting official; that the foregoing Resolutions shall take effect immediately.

Trustee Dpty Mayor Pope moved passage of the above Resolution;

Motion seconded by Trustee T. Lynch

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/~~Carried/Defeated~~

ADJOURNMENT:

Mayor Elliott adjourned the Annual Organizational meeting at _____ p.m.

Trustee_____ moved passage of the above Resolution;

Motion seconded by _____

Voting as follows: Trustee Wooden_____

Trustee Pope_____ Trustee Gilmore_____

Trustee Lynch_____ Mayor Elliott _____

Unanimous/Carried/Defeated

This meeting was not adjourned. The board conducted regular business.

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