

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

December 17, 2001 7:00 p.m.

CALL TO ORDER: Mayor Daly called the meeting to order at 7:00 p.m.

PRESENT: Mayor Daly, Trustees Palmer, Salomon, Celentano, and DeVogelaere.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Trustee Palmer moved to accept the minutes from December 3, 2001, second by Trustee DeVogelaere. Vote, 4 ayes. CARRIED.

APPROVAL OF ABSTRACT: Motion by Celentano, second by Trustee DeVogelaere to approve the payment of Abstract #7, vouchers #453-534 for a total of \$156,799.35. Vote, 4 ayes. CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS:

- NYCOM publication: Authority of a Municipal Chief Executive during an Emergency.
- The Employee Christmas Party will be Thursday, Dec. 20, 2001, in the Trustees room at 1:30 pm.
- NYCOM Winter Legislative Meeting, February 24-26, Albany Crowne Plaza.
- Copy of letters being sent out by the Code Enforcement Officer regarding \$35.00 inspections (per unit) on rental properties.

TRUSTEE REPORTS:

Trustee Salomon reported that the broken hydrant at West Main and Hansen Streets was repaired last Wednesday. Water service to the surrounding neighborhoods was out all day. The Village has experienced an increase in the loss of treated water. One area of concern is by the culvert on Stafford Street which was discovered last year when the culvert was replaced. The other area of concern is somewhere in the same vicinity as the hydrant that was just replaced. Severn Trent is getting a Seneca Falls firm in that specializes in leak detection to determine exactly where these leaks are occurring. Severn Trent has been doing meter inspections. Two meters belonging to the Elementary and Middle School were found to be out of compliance. One will be replaced and the other will be repaired. The monthly operation report for the water and wastewater plants has been received and is on file at Village Hall.

Trustee Salomon had asked Severn Trent to review the plans for the sewer treatment plant upgrade. There seems to be a difference of opinion regarding the feasibility of the centrifuge system that Sniedze has proposed. Severn Trent believes it would be better to increase the size of the drying beds or install a filter press system. There are pros and cons to all three options. Trustee Salomon asked Bob Raeman to contact DEC and let them know we're taking another look at it.

The capital project was set up for the Division Street water main replacement based on an estimate from Sniedze Associates. However, the low bid was \$7525.00 over the estimate. It should have been corrected then but it wasn't. The project is now over budget. In order to correct, motion was made by Trustee Salomon to transfer \$9200.00 from F1990.4 Water Contingency to F9901.9 Transfer to Capital projects. Second was made by Trustee Celentano. Vote, 4 ayes. CARRIED.

Trustee Celentano reported there's been no snow, no plowing and no salt usage.

Trustee DeVogelaere reported that the lift truck will be delivered tomorrow. Roger's crew has been doing a lot of tree trimming due to the lack of snow. Trustee DeVogelaere showed the Board laminated cards he will be passing along to the Zoning and Planning Boards. The cards give a summary of the check points each Board needs to consider when considering a application. Board members indicated they would all like a copy of them as well.

He was able to contact all but one of the Planning and Zoning Board members whose terms had expired. All of them agreed to another term. Additionally, two individuals wrote expressing an interest to join the Planning Board. Trustee DeVogelaere moved the appointment of :

ZONING BOARD OF APPEALS

David Cook as a member of the Zoning Board of Appeals, term to expire 11/30/04 and his appointment as chair of the Zoning Board through November 30, 2002.

Steve Hays term beginning November 30, 2001 through November 30, 2006

Steve Landgrebe term beginning November 30, 2001 through November 30, 2006

Previously appointed:

David McDowell term beginning June 2000 through November 30, 2003

Kris Lester term beginning April 2000 through November 30, 2002

PLANNING BOARD

William Unterborn as a Chair of the Planning Board term to expire November 20, 2002. His term of office to the Board expires November 30, 2004.

Chris Piccola term beginning November 30, 2001 through November 30, 2003

Kathy Wooden term beginning November 30, 2001 through November 30, 2006

Iain Gellatly term beginning November 30, 2001 through November 30, 2006

Previously appointed:

Eleanor Drake term beginning June 1997 through November 30, 2002

Trustee Celentano seconded the motion. Vote, 4 ayes. CARRIED. Trustee DeVogelaere instructed the clerk to write outgoing chair, Tim Kurek and thank him for his service to the Village. Mayor Daly asked Trustee DeVogelaere to check if the flagpole is being properly lighted.

Trustee Palmer - no report.

Mayor Daly reported that she has been busy meeting with several of the department heads, project coordinators and employees.

Attorney Williams - no report, absent.

NEW/OLD BUSINESS

TRUSTEES ASSIGNMENTS: Trustee Celentano moved to adopt the following annual organizational assignments:

BE IT RESOLVED that the Board of Trustees reestablishes the following trustee liaisons for a period of one year from 12/3/2001 through 12/2/2002.

- | | |
|---|-----------------------------------|
| 1. Planning and Zoning | Trustee DeVogelaere |
| 2. Water & Wastewater | Trustee Salomon |
| 3. Streets, walks, curbs, lighting | Trustee Celentano |
| 4. Cemetery & parks | Trustee DeVogelaere |
| 5. Youth & senior citizens | Trustee Palmer |
| 6. Water shed | Trustee Salomon |
| 7. Animal control | Trustee DeVogelaere |
| 8. Fire Department | Trustee Celentano |
| 9. Flagpole, Village Hall, Park & Club Rooms | Trustee Celentano and DeVogelaere |
| 10. Economic Development | Trustee Palmer |
| 11. Village Revitalization | Trustee Palmer |
| 12. Marina project | Trustees Palmer & Celentano |
| 13. Special events (inc. Park concerts,
Canal Town Days) | Trustee Palmer |
| 13. Personnel | Trustee Salomon |
| 14. Audit | Trustee DeVogelaere & Palmer |

VILLAGE HISTORIAN Mayor Daly moved the appointment of Beth Hoad, Historian, appointment for a period of one year from December 3, 2001 ending December 2, 2002.

VILLAGE ATTORNEY Mayor Daly moved the appointment of Arthur Williams, Village Attorney appointment for a period of one year from December 3, 2001 ending

December 2, 2002.

Second to the motion was made by Trustee DeVogelaere. Vote, 4 ayes. CARRIED.

CSEA TEAM: Mayor Daly reported that Trustees Salomon and Celentano have agreed to be on the union negotiating team with Attorney Williams. The Village Clerk will inform CSEA.

STOP SIGN REQUEST: Mayor Daly asked Trustee Celentano for his thoughts on the street sign requested for the east end of Hansen Street. He spoke with Highway Superintendent Cook and Chief Dalton. Mr. Cook felt it was unnecessary and Chief Dalton did not have a strong opinion one way or the other. However, Chief Dalton spoke with Judge Rodman about the request. Judge Rodman thought there was supposed to be a stop sign there already; he was going to check the books. Trustee Celentano moved to table until Judge Rodman reports back to Chief Dalton. Second by Trustee DeVogelaere. Vote, 4 ayes. CARRIED.

PD STORE ROOM: Chief Dalton has requested funds from H84, Capital Reserve Village Hall for the addition of a door to create a stationary supply room. Motion by Trustee Celentano, second by Trustee Palmer to approve this expenditure. Vote, 4 ayes. CARRIED.

TIME WARNER CABLE FRANCHISE AGREEMENT: The following resolution was offered by Trustee DeVogelaere who moved its adoption and was seconded by Trustee Celentano to wit:

WHEREAS, Time Warner Entertainment-Advance / Newhouse Partnership, (hereinafter, Time Warner Communications), requested consideration for renewal of the Village of Palmyra's Cable Television Franchise Agreement; and

WHEREAS, Time Warner Communications has submitted a renewal agreement for the extension of the Cable Television Franchise with the Village of Palmyra; and

WHEREAS, a Public Hearing for the discussion of that agreement was duly held on the 13th day of November 2001, with no opposition being expressed; and

WHEREAS, The Village Board believes it to be in the best interest of the residents of the Village to accept such agreement;

NOW, THEREFORE BE IT RESOLVED; That the Mayor of the Village is hereby authorized to sign the renewal of the Village of Palmyra's Cable Television Franchise Agreement with Time Warner Communications for and on behalf of the Village of Palmyra.

Vote, 4 ayes. CARRIED.

VILLAGE ARTWORK: The Village of Palmyra has been chosen to have a picture from the village on the front cover of the 2002 Enrollment books. Motion was made by Trustee Celentano, second by Trustee DeVogelaere to permit Wayne County Board of Elections to use the artwork from our web site for the 2002 Enrollment books. Vote, 4 ayes. CARRIED. The Board discussed looking into getting a copyright for the artwork and decided to get some more information.

DEMOLITION 241 EAST MAIN STREET: The building demolition project at 241 East Main Street has been completed and the contractor has submitted application for payment. There has been some concern about payment to the subcontractors. All parties have agreed to have the Village Treasurer issue two-party checks to insure payment of the subcontractors. Trustee Celentano wondered when the Village would receive reimbursement from the County for this project. Attorney Williams has expressed some concern whether the Village will receive any payment from the County or not. Trustee Celentano moved to approve the payment to USA Remediation. Trustee DeVogelaere seconded the motion. Vote, 4 ayes. CARRIED. Mayor Daly will report back to the Board regarding the funding for this project.

SINGLE AUDIT: Due to the fact that the Village received more than \$300,000 in federal money, it is necessary that we have a "single" audit done by an outside firm. Per

Roy McMaster, we do not have to obtain three quotes. Treasurer Matteson has a quote from Gray Associates in the amount of \$3,100. Mr. McMaster thought this was a good price. If the audit requires additional work, they would charge us an hourly rate. Based on Treasurer Matteson's recommendation, Trustee Celentano moved to transfer \$5,000 from A1990.4 Contingency to A1320.4 Auditor to pay for the required single audit if there are no HUD administrative funds available. Second by Trustee DeVogelaere. Vote, 4 ayes. CARRIED.

NYCOM LEGISLATIVE MEETING: Mayor Daly informed the Board of her desire to attend the NYCOM Legislative meeting in Albany in February pending the Board's approval. There is a possibility that WCVOA will fund at least part of it, as there is a lack of representation from Wayne County. Voicing concern for the obvious costs associated with attending, Trustee Celentano promised to keep an open mind and wait for the Mayor's report on the meeting. Motion was made by Trustee Celentano, second by Trustee Palmer to approve the Mayor's registration at the Legislative meeting in February. Vote: 4 ayes. CARRIED.

OTHER: Trustee Palmer would like to brainstorm at the next workshop meeting about ways the Village may be able to help local businesses during the Route 31/21 reconstruction project.

MARINA: The status of the Marina was discussed. It is Attorney Williams' opinion that the Village would have less of a liability if closed signs were installed through the winter and the lights turned off. Clerk Lynch will talk to Hwy. Super. Cook about the signs.

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

Motion by Trustee Palmer, second by Trustee DeVogelaere to re-enter public session. Vote, 4 ayes. CARRIED.

Motion to adjourn at 8:50 p.m. by Trustee Celentano, second by Trustee DeVogelaere. Vote, 4 ayes. CARRIED.

Respectfully submitted,

Alicia M. Lynch
Village Clerk