

VILLAGE OF PALMYRA BOARD OF TRUSTEES

ANNUAL ORGANIZATIONAL MEETING

April 1, 1996

7:30 p.m.

PRESENT: Mayor Peter K. Wilson, Trustee Ann F. Guest, Trustee Frederick Celentano, Trustee Kurt Salomon, Trustee Robert Gunkler, Village Attorney John Nesbitt.

CALL TO ORDER: Mayor Wilson called the meeting to order at 7: 31 p.m.

VILLAGE CLERK:

Mayor Wilson made a motion to appoint Alicia M. Lynch, Village Clerk, appointment from April 1, 1996 for a period of two years as per Local Law #7.

Motion seconded by Trustee Celentano.

Voting as follows:

Trustee Gunkler aye
Trustee Salomon aye
Trustee Celentano aye
Trustee Guest nay
Mayor Wilson aye

Unanimous / Carried / Defeated 4-1

DEPUTY CLERK:

Mayor Wilson requested Village Attorney John Nesbitt's input regarding the position of Deputy Clerk. The Deputy Clerk's position will be held over until April 30, 1996, after which time the position will be eliminated. A memorandum to that effect had been drawn up and was read by Mr. Nesbitt. Motion made by Trustee Celentano to accept said memorandum as resolution. Seconded by Trustee Gunkler.

Voting as follows:

Trustee Gunkler aye
Trustee Salomon aye
Trustee Celentano aye
Trustee Guest aye
Mayor Wilson aye

Unanimous / Carried / Defeated

BE IT RESOLVED that the Board of Trustees reestablishes 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 of the Village Board. Majority shall be considered three (3) votes.

- 1. Planning and Zoning Trustee Gunkler
2. Water and Wastewater Trustee Salomon
3. Streets, walks, curbs, lighting Trustee Celentano
4. Cemetery and Parks Trustee Guest
5. Youth and Senior citizens Trustee Guest
6. Water shed Trustee Salomon
7. Animal control Trustee Guest
8. Fire Department Trustee Gunkler
9. Flagpole, Village Hall, Park & Club Rooms Trustee Guest
10. Economic development & revitalization, Marina project Trustees Celentano & Salomon
11. Special events (incs. park concerts, Canal Town Representative) Trustee Guest

ACTING JUSTICE:

Mayor Wilson moved the appointment of Terry Rodman as ACTING POLICE JUSTICE for a period of one year beginning April 1, 1996, and ending April 3, 1997 Village Law 3-301, Section 2z and Note 5 of revision 1992, Section 8. Appointment is made by the Board of Trustees 3-301, Note 12, Section 13. With Justice approval.

COURT CLERK:

Mayor Wilson moved the appointment of Linda Ingram, COURT CLERK, for a of one year beginning April 1, 1996, and ending April 3, 1997. Village Law 4-400 Sub. para. C, ii. With Justice approval.

VILLAGE ATTORNEY:

Village attorney is not a village officer, merely an employee of the village. Village Law 3-301 Note 23, Section 21 "Employees". Village Law 4/400,

Note 1, Section 15 amendments.

**VILLAGE TREASURER:** Mayor Wilson moved the appointment of Darlene Matteson, VILLAGE TREASURER for a period of two years from April 1, 1996 as per Local Law #7.

**CODE ENFORCEMENT OFFICER:** Mayor Wilson moved the appointment of Daniel Wooden and sub contract the CEO of the Village of Newark as CODE ENFORCEMENT OFFICER, for a period of one year beginning April 1, 1996 and ending April 3, 1997.

**ENGINEER:** Mayor Wilson 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".

**CEMETERY & PARKS FOREMAN:** The following appointment is made by Mayor Wilson as per Village Law 4-400, 1.c.; Roger Weaver as CEMETERY & PARKS FOREMAN for a period until there is just cause, retirement or resignation. Note: Appointment is not required unless vacancy occurs due to just cause, retirement, or resignation. Per NYCOM handbook for Village Officials, Annual Meeting, Page 30, Also "Employee" of the Village not Public Official and bound by the original hiring agreement.

**TAX COLLECTOR:** Mayor Wilson moved that the TAX COLLECTOR shall be Darlene Matteson as part of the duties of the TREASURER two year term.

**HEALTH OFFICER & REGISTRAR VITAL STATISTICS:** Mayor Wilson advised that the terms for Dr. Lorenz, MD, as HEALTH OFFICER; and Mrs. Beverly Hickman, Town Clerk, REGISTRAR FOR VITAL STATISTICS were previously established and shall run until 1996 and 1997 respectively.

**ANIMAL CONTROL:** Mayor Wilson moved the appointment of Gary Rose as ANIMAL CONTROL OFFICER for a period of one year beginning April 1, 1996 and ending April 3, 1997.

**PLANNING/ ZONING BOARDS:** Trustee Gunkler moved the appointment of Dick Devogeleare as Chairman of the Zoning Board of Appeals and John Hudak as Chairman of the Palmyra Planning Board for a period of one year term each beginning April 1, 1996 and ending April 3, 1997.

**YOUTH COMMISSION:** Mayor Wilson 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	<u>Dick Peck</u>
2. VICE-PRESIDENT	<u>Steve Ellis</u>
3. SECRETARY	<u>Tracie Hack</u>
4. TREASURER	<u>Carole Hack</u>

**FIRE DEPT. OFFICIALS:** Mayor Wilson advised, on recommendation of the Palmyra Fire Company, Inc. as of April 1, 1996, the following appointments be made:

1. FIRE CHIEF	<u>John Bruening</u>
2. FIRST ASST. CHIEF	<u>Tom Wiedrick</u>
3. SECOND ASST. CHIEF	<u>Warren Frederick</u>
4. THIRD ASST. CHIEF	<u>Glenn Bullock</u>

**FIRE DEPT. CUSTODIAN:** Mayor Wilson moved the appointment of Tom Fraser as CUSTODIAN OF FIRE DEPARTMENT EQUIPMENT, for a period of one year beginning April 1, 1996 and ending April 3, 1997.

**DEPUTY OR ACTING MAYOR:** Mayor Wilson moved the appointment of Fred Celentano, a Trustee, as DEPUTY OR ACTING MAYOR, to serve during such absence of the Mayor, when required. Village Law Article 4, 1.h.

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

**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.

**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 for the Village of Palmyra.

**EMPLOYEE BONDS:** Mayor Wilson moved that bonds be provided by VanParys Associates for the following bond amount for employees set by the Board:  
To cover the Village Clerk, Treasurer, and Deputy Clerk.  
Blanket bond in the amount of \$150,000.

**BOARD MEETINGS:** The regular meetings of the Board of Trustees of the Village of Palmyra shall be held at 7:30 p.m. on the First and Third Monday, in the months beginning 4/1/96 through 4/3/97, 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. The Village Clerk will prepare a written agenda for each Village Board meeting following the same guidelines as resolved in previous years.

All rules regarding the special meetings and notification thereof, as well as office hours and holidays shall remain the same as last year.

As per N.Y. Village Law, Mayor Wilson announced the following appointments:

- |                        |                        |
|------------------------|------------------------|
| 1. Budget Officer      | <u>Peter K. Wilson</u> |
| 2. Police Commissioner | <u>Peter K. Wilson</u> |

**RULES OF ORDER:** N.Y. Village Law, Roberts Rules of Order, and the Local Laws of the Village of Palmyra. The Board of Trustees reserves the right to enact any and all of the stated rules of order should it be deemed necessary.

Trustee Guest requested that Dan Wooden attend any classes required to update his certification as building officer as soon as feasible. Mr. Chuck Ackerman will continue to act as CEO of the Grandin Building project as well as any other designated large projects.

Mayor Wilson made a motion to accept the appointments as noted in the foregoing organizational packet. Seconded by Trustee Gunkler.

Voting as follows:	Trustee Gunkler	<u>aye</u>	
Trustee Salomon	<u>aye</u>	Trustee Celentano	<u>aye</u>
Trustee Guest	<u>nay</u>	Mayor Wilson	<u>aye</u>

Unanimous / Carried / Defeated

The Organizational Meeting concluded at 7:46 p.m.

### REGULAR MEETING

MINUTES OF MARCH 18, AND MARCH 27, 1996 Mayor Wilson moved to approve the minutes of the regular Village Board meeting on March 18th and the special meeting on March 27th as written. Seconded by Trustee Celentano. Vote, 5 ayes. **CARRIED.**

**COMMITTEE REPORTS:** Mayor Wilson motioned to postpone committee reports until the new trustees have had a better chance to become acquainted with their assignments. Seconded by Trustee Guest. Vote, 5 ayes. **CARRIED.**

**BUDGET MEETING:** Mayor Wilson moved to schedule a board meeting for April 4, 1996 for the purpose of working on the budget. Seconded by Trustee Gunkler. Vote, 5 ayes. **CARRIED.**

**GRANDIN BUILDING PROJECT:** Mark Vande gave a presentation about the proposed construction project on the Grandin Building. He introduced David Poulson, the representative from Salt Lake City and Ken Graham, the "clerk of the works". The front of the building will be completely enclosed for the construction leaving approximately a four foot wide walkway for pedestrian traffic. The area behind the building will be used by a crane for approximately six months. The hairdresser's shop, known as Christine's, will be torn down and become part of the proposed structure. Any structure or service that will need to be removed will be replaced to better-than-present condition; ie. the blacktop in the back parking lot which will be removed to bring the underground electrical service. They would like to use the lower parking lot (area behind the Laundromat) for construction vehicles and storage.

Mr. Vande needed to know any major concerns of the Board before his meeting with the contractors on Monday April 8th. Trustee Salomon asked if the businesses would have any interruption of business. Mr. Vande says this should be minimal but possibly when electric needs to be shut off. Chief Dalton wondered if the driveway that goes behind the Laundromat would be affected but Mr. Vande said that wouldn't be necessary. May 1, 1996 is the scheduled start date. Mayor Wilson thanked Mr. Vande for his presentation.

**OLD BUSINESS:** Irwin Porter had some questions concerning the completion of the drainage project on Gates Street. Dan Wooden told him SKANEX will be trying to finish it up as soon as weather permits. He also expressed his concern for the lack of communication from the previous board on this matter. The rebuilding of the sidewalks and lawns will be done by village crews.

Dick Peck asked about the status of the dirt that was put down last summer at their property on Gates. It isn't draining. The work will be done as soon as weather permits.

**CORRESPONDENCE:** Letter from Tom Hunt also regarding the clean up process of the Gates Street drainage project. This matter was referred to Fred Celentano.

Letter received from Todd Goddard regarding the Stations of the Cross on Good Friday. Trustee Guest moved that the Village Board accommodate the Stations of The Cross walk. Seconded by Trustee Gunkler. Vote, 5 ayes. **CARRIED.**

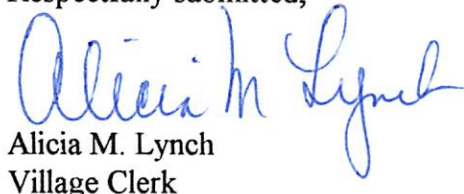
Complaint filed by Mr. John Berry with the Palmyra Fire Department. He alleged that he tripped on sidewalk that was sticking up. Matter referred to insurance company.

Letter received from Jeffery Fuels requesting their property at Hyde Parkway and West Main St. be rezoned Highway Commercial (C-3). This matter was referred to Trustee Gunkler.

Final letter of consent has been received from Mrs. Barclay so the work can be started on the Cuyler Street project. Nelson Cook will oversee this project as approved by the previous board. This scheduled start date is April 15th.

**ADJOURNMENT:** Trustee Celentano moved to adjourn at 8:45 pm. Seconded by Trustee Gunkler. Vote, 5 ayes. **CARRIED.**

Respectfully submitted,



Alicia M. Lynch  
Village Clerk