

000279

VILLAGE OF PALMYRA BOARD OF TRUSTEES  
Regular Meeting 10/21/91 7:00 p.m.

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

**Call to Order - Moment of Silence:**

Mayor Elliott called the meeting to order @ 7:05 p.m., following which he requested that a moment of silence be observed for Mrs. Carrie Rapp of E. Foster St. who recently passed away; M/M Rapp were long-time business people on Main St. (Western Auto) and were highly respected. Mayor Elliott acknowledged the presence of two (2) Newark High School students who were present for observation.

**Consultant Services (Mr. Robert Hoffman):**

Mr. Hoffman, administrator of the Village of Avon, representing a consulting firm, Parker-Martin Associates, approached the VB about performing services for the VOP re code reviews, records management, downtown revitalization programs, office layout, etc. - found needs existed after ice storm in Spring of 1991. Fee would be on a retainer basis and on an as-needed basis. Mr. Hoffman said it would alleviate many of VB's responsibilities, making their jobs easier. Could and has represented villages @ various NYCOM events making it less expensive for villages. He said his position with Avon would cease @ end of year and he, among others, would be devoting full-time to the consulting firm aforementioned. Long-term planning the key, he said. He said they utilize other firms when need be, i.e. Stuart Brown Assoc.

**Board Meeting Minutes - 9/3, 9/16, 10/7 & 10/8/91:**

Re the 10/7/91 Minutes, Trustee Lynch added that on the second page re "trees" - replacement trees would be 'normal' size (8' - 10').

Trustee Pope, then, moved that the foregoing listed Minutes be approved as written; Mayor Elliott seconded. Voting "aye" were Trustees Pope, Gilmore & Wooden & Mayor Elliott. Trustee Lynch said that he had not reviewed the 9/16/91 Minutes, therefore, did not register a vote. Carried by majority.

**Procurement Policy -**

Mayor Elliott said that NYCOM had sent a 'sample' Procurement Policy (Treas. copied VB) - Mayor said that materials rec'd re Rt. #21, bridge replacement. Alternatives, he said, were placement to the east; three to the west...west - immediately adjacent; 50' adjacent & 250' adjacent. Materials seem to suggest plan immediately adjacent - would take three homes which would be lost in construction. Other direction, entails wetlands and one in between takes no homes but makes big 'cloverleaf' (rejected because of cost); and east would necessitate taking Herman's Appliances. They (DOT) seems to have decided on plan immediately to west. VB discussion. VOP sent one written comment and one DOT selected was the plan recommendeda by the the VB.

**Trustee Lynch's Report -**

Trustee Lynch stated that Hwy. Dept. employee, "Casey" West normally takes month of Dec. as vacation; this year he would prefer working Dec., retiring at end of month. VB agreed - contained in Policy Manual per Mayor Elliott and employees' "Anniversary Dates" discussed. VB commented on the excellence of Mr. West's work record.

**Shoring Equipment:**

Trustee Lynch said that the VOP purchased shoring equipment from H&H Equipment - employees installing a

water service on Foster St. and had to dig/enter hole approx. 9' deep. Mr. Lynch said that OSHA had recommended use in ditches of over 5' - he is recommending for use in ditches 4' in depth (VOP liable for a fine of \$20,000.), and elaborated upon having bought needed jacks, plywood, etc.

Re Library to whom the VOP pledged some "in-kind" services, several blocks of sidewalks replaced by Hwy. Dept. He said, also, some water problems in that area. VOP had not been 'spacing' sidewalks - just 'for show' he said every 10'. Discussion.

Mr. J. Williams, Spring/Fayette St., came to office to thank the VOP for excellent job on their sidewalks. Mr. Lynch said in some instances, Hwy. able to lift up sidewalks, build up and reset (as done @ Episc. Church).

Project on Prospect Dr., Mr. Lynch said he had given Town Hwy. Supt., Mr. N. Cook, a copy of Engineer's Rpt. Town to cooperate during winter months as their time permits. Engineer P. Russell to write specs.

Mr. Lynch said that the Legion requested that the VOP remove Flags when removing banners; discussion by the VB - determination to remove when placing Christmas banners. C&P Supt., R. Weaver, and Trustee Lynch went to Library at their request to see about some needed painting - VOP could accomplish during Jan./Feb. Discussion on forgiving Library water & sewer bills - Atty. Nesbitt said not a 'user fee' - could place as part of their Contract...can't use water & sewer rent monies as means of funding General Fund obligations, however, he will check legality of same.

Trustees Gilmore and Pope had nothing to report, however, Trustee Pope moved the following fund transfers:

<u>Fund</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
<u>Transfers:</u>			
	A1990.4	A8540.1	\$2,800.00
	A1990.4	A8540.4	\$ 200.00
	G1990.4	G8130.435	\$2,500.00

Trustee Gilmore seconded, vote unanimous/carried.

Traffic  
Light:

Chief Dalton explained to the VB the damage done by truck to blinking traffic light @ intersection of W. Jackson & Canandaigua Sts. Large repair bill rec'd by VOP frm. Mr. Robert Lyons of Newark who repairs same on an as-needed basis. VB requested that the Vill. Atty. write to trucking company, sending a copy of the bill. VOP's obligation to pay, per Atty. Budget transfer of \$2,000. needed to pay bill - Trustee Pope so moved transferring from Contingency A1990.4 to Traffic Control - A3310.4 to cover unexpected emergency bill for replacement of traffic light; Trustee Gilmore seconded. Voting was unanimously in favor/carried.

Bid Opening -

Trustee Lynch moved that bid opening for cab replacement on Hwy. truck be held @ 12 Noon on Thursday, 11/7/91; Mayor Elliott seconded. Voting was unanimously in favor/carried.

Trustee Wooden:

Trustee Wooden reported on bid opening on 10/18/91 for pumps/motors for W&WW Dept. Bids referred to Vill. Atty. for his review.

HM CROSS & SONS bids \$28,580 total. Industrial Bearing Corporation bids \$35,498.02 total.

P&C Rms. - VOP to Rent to Current Clerk -

The VB, having checked into current area rentals, arrived @ a rental rate for the P&C Rms. @ 149 E. Main St. which contain an apt. Following discussion, a determination was made by the VB that the rent charged would be \$400. p.m., offset by cleaning the various areas, rental of \$200. p.m. Motion was made by Mayor Elliott and seconded by Trustee Pope carried by a unanimous vote.

Abstract

#11:

Trustee Pope moved that the Treas. be authorized to pay Voucher Nos. 437-471 in the amount of \$17,581.87 on which appear the initials of at least three (3) VB members; Trustee Wooden seconded. Voting was unanimously in favor/carried.

Exec.

Sess.:

At 8:50 p.m. Mayor Elliott moved that the VB exercise Exec. Sess. for reasons of "Personnel" with the Bd. only present; Trustee Lynch seconded. Voting was unanimously in favor/carried.

Reconvene:

At 10:22 p.m. Trustee Pope moved that the VB emerge frm. Exec. Sess.; Mayor Elliott seconded. Voting was unanimously in favor/carried.

Adjournment:

Adjournment occurred immediately as moved by Mayor Elliott; seconded by Trustee Pope. Voting was unanimously in favor/carried.

Ethel B. Johnson, Clerk

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