

## BOARD OF TRUSTEES

4/2/90

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Annual Organizational  
Meeting

7:00 p.m.

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

Moment of Silence: Mayor Elliott requested that those present observe a moment of silence in memory of Mr. Robert E. Jeffery, Hansen St., who passed away previous week. Mr. Jeffery was President of the VOP in 1957 and associated wth. Garlock for many years.

Tent. Bdgt. Hearing: Mayor Elliott opened the public hearing @ 7:05 p.m. following which he requested the Clerk to read the Legal Notice re the public hearing on the VOP's tentative budget for 1990-1991. Mr. Roy McMasters, representing Bernard P. Donegan Associates - the VOP's financial consultants, began an "over-view" of the proposed budget.

In explanation, supported by a lantern slide presentation, Mr. McMasters sd. that the VB had been pouring over the budget since 1/90; for ea. fund there are "Appropriations" (how much VOP to spend), i.e. "General Fund", \$1,233,000.; "Water Fund", \$267,000.; "Sewer Fund", \$295,000. Total budget - \$1,795,400. Mr. McMasters spke. of sources frm. which bills wld. be pd. - 1 - new revenues coming into the VOP, i.e. "Gen. Fnd.," \$386,877. of new revenues exclusive of taxes; 2 - fund balance (money left over frm. prior years) - frm. "Gen. Fnd." will use \$200,000.; \$52,000., water; and sewer, \$42,000. - whatever difference must be mde. up by taxes (\$646,000.) - in terms of tax rate must look @ rate and he gave the table by which determination mde. including relating the State Equalization Rate.

Mr. McMasters sd. budget must be adopted annually by May 1 - wherever VOP is on 5/1/90 becomes budget for coming year as tax bills must be sent out - need final figure to work wth. State Constitution explained - must be sent to State ten days prior to adoption of budget. Actual evaluation of property approx. 52 million dollars - tax limit 2% of that figure. Any borrowing an "add-on" - VB opted to use about 56% of ability to levy taxes. He explained how tax rate compared to prior yrs.

He sd. three major funds and explained by "pie charts" the various categories. The Gen. Fnd. (Pg. 14) included Reserves (\$73,000.) - put money aside now for new truck, or whatever, to avoid borrowing; Benefits (\$110,525.); Debt Service (\$37,538.); Gen. Gov't Support (\$203,014.); Insurance (\$40,907); Contingency (\$58,747.); Police (\$232,718.); Fire/Other (\$44,550.); Transp. (\$197,940.); Culture & Rec. (\$109,772.); & Home-Comm. Service (\$124,289.). The "pie chart" on Pg. 15 - Gen. Fnd. Expenses by Object Code" - covered Salaries (\$494,583.); Transfers (\$73,000.) Benefits (\$112,083.); Debt Service (\$37,538.); Misc./Cont. (\$463,404.); & Equip./Cap. (\$52,392.).

Mr. B. Heckman asked clarification on Home-Comm. Service for which \$124,615. specified. Mr. McMasters sd. Culture/Recreation which includes Parks - Playgrnd. Recreation Centers - Skating Rink - Contributions to Youth Program (Comm. Ctr.) - Library - Flagpole - Celebrations, total of \$109,000. in sd. category. Mr. Heckman asked then if not Home-

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Comm. Service/Culture/Rec. one and the sme. Mr. McMasters corrected his explanation re Home-Comm. Service to include Zng./Plann. & Salary & Wages and the breakdown as required by the State & elaborated upon each category. Included are Refuse/Garbage Collection - Street Cleaning - Drainage - Shade Trees (Maint./Trimming) - & big item, the Cemetery. Re "Reserves" - transfer to Fire Equip. Reserve, amt. of \$20,000.; Fire Hall Cap. Res., \$5,000.; Street Improvements Cap. Res., \$10,000.; Machinery & Equip., \$38,000. - total of \$73,000. going into Reserves.

Mrs. E. Hartnagel asked about Pg. 18 - Handicapped Ramp - not in compliance wth. State regulations per Mr. McMasters; Mrs. H. sd. 1st. yr's. budget reflected "0" because VOP did not spend money. Any money in reserve for ramp, \$5000. and VOP adding to it. Mayor sd. last year's budget amt. of \$15,000. being rolled over (transferred frm. A1621.2 to A9901.9D which amt. then transferred to Cap. Res.).

Request mde. for review of P.D. budget, \$229,968. Mr. McMasters sd. major portion of budget, \$176,968. for salaries and he further reviewed the breakdown. Mrs. Karlene Freyn asked the whereabouts of Policemen - did not see them on her street (Vienna) she sd. Mayor stated that all streets in VOP patrolled on a regular basis. Trustee Wooden asked about amt. on "pie chart" - amt. included the benefits, per Mr. McM.

When there were no further questions, Mr. McM. sd. that part of budget process is dpt. hds. putting together listing of all things needed to provide services they are supposed to provide. Submit to VB; VB reviews wth. dpt. hds. and if needed, cuts mde. "Pie Chart" re Gen. Fnd Revenues by Major Category reviewed - Major portion, Real Prop. Tax - \$646,110.; Fines (Court), \$15,000.; State Aid (projection/State has not as yet adopted budget), \$86,373.; Trust Funds (upon which Mr. McM. elaborated), \$31,200.; Sales/Util. Tax, \$138,000.; Town Fire Contracts, \$32,632.; Int./Comm's. - commission on pay phones - \$25,300.; Other (Misc.) - \$53,598. Fund balance, \$204,787.

Re Water Fnd. Expenses by Major Category explained by Mr. McM. and sme. elaboration, as follows - Gen. Support, \$84,701.; Benefits, \$21,694.; Transfers, \$30,000.; Trans./Dist. \$46,024.; Supply, \$2,000.; Purification, \$78,629.; Administ., \$4,352....by Object Code-Salaries, \$89,979.; Transfers, \$30,000.; Misc./Cont., \$108,754.; Benefits, \$21,694.; Equip./Cap., \$16,973. Water Fnd. Revenues - Metered Sales, \$173,000.; Unmetered Sales, \$22,000.; Int. & Misc. - \$11,407. Charges, \$10,550. - Fund Bal., \$50,443.

Sewer Fund Expenses by Major Category - STP (operation of Sewer Treatment Plant), \$123,164.; Debt Service, \$69,000.; Gen. Support, \$52,594.; Transfers, \$15,000.; Admin./San.Sewer, \$17,231....by Object Code - Salaries, \$72,788.; Misc. /Cont., \$119,189.; Debt Service, \$69,000.; Transfers, \$15,000.; Benefits, \$18,011.; Equip./Cap., \$1,012. Sewer Fnd. Revenues - Rents, \$238,816.; Chgs/Interest/Other, \$17,105.; with a proposed Fnd. Bal. of \$39,079.

Mr. McM. reviewed the VOP Reserve Funds as follows: Cap. Res. for: Vill. Hall Reconstruction; Fire

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Equip.; Water System; Sewer System Improvements, Equip. or Renovation; Fire Hall Renovation & Equip.; Street Rehabilitation and Improvement; Machinery & Equip.; Dedicated Parkland & Cap. Improvement; Pliny T. Sexton Trust Fnd., TN2-98 & TE-2; Cemetery Lot Fnd. TN-3 & TE-3; Cemetery Protection Fnd. TN-4 & TE-4 & Risk Retention Fund CS. All are subject to VB Perm. Ref. for money to be removed. Mr. McM. sd. that the Water Reserve appears to be large (about 2 million) - lines old and potentially large expenses cld. be incurred. Re Fire Hall Res., the Mayor spke. of proposed addition over next year or so. Res. re street repair, Mr. McM. cited streets in Cemetery which are badly in need of repair; **\$44,000.** proposed for current yr. for Foster St. between Canandaigua & Stafford - also sidewlks. Mr. McM. stressed the importance of placing money annually in Res. Fnds. He explained expendable and non-expendable monies re the four Cemetery Reserves. The next category explained by Mr. McM. was the Risk Retention Fnd. which covers claims frm. Unemployment. Ins. to former VOP employees. He reiterated (2nd paragraph) by which tax levy established @ **\$15.65.**

Mrs. E. Hartnagel, referring to Pg. 81 - Salary Schedule, comparing salaries of the P.D. Clerk who works five days per wk. half-days & the Schl. X-ing Grds. Salaries seem inequitable, she sd. in view of X-ing Grds. having summers off/sme. holidays as schools have. Trustee Pope sd. X-ing Grds. part of Union Contract/negotiate their salaries. Except for VB, Mr. Pope sd. employees' salaries not public record. Mrs. Hartnagel stated that they were available in prior yrs. after budget adoption. Disc. Mayor sd. base pay is public knowledge, however, employees' deductions are not. Trustee Gilmore spke. of X-ing Grds.' hrs. and necessity of stop-and-go - well worth it....wld. not minimize, he sd. Weather a factor, also. Mayor Elliott asked about skating rink & mortar....thought they were placed in a Reserve. Disc. Consensus was that the above was not placed in budget (**\$3300.** restoring mortar @ Cemetery; and **\$7000.** for re-surfacing skating rink....Hwy. est. of **\$7000./**outside contractor's of **\$8000.** Disc. - needs topcoat - Trustee Gilmore doubted need for re-surfacing entire area. Mayor asked if chip-and-seal an effective method - wld. hold water for skating rink. Trustee Wooden asked about just repairing the cracks. No determination or changes mde. by VB. Trustee Pope sd. that he had a number of items which need to be shifted - VB may be making sme. changes re shifting of dollar amts. in salary accts., however, tax rate wld. not be affected.

**Hearing Closed:**

At 8:20 p.m. Mayor Elliott asked for further questions and/or comments - when there were none he declared the hearing closed.

**Reconvene:**

Following a short intermission the VB reconvened @ 8:30 p.m.

**Agenda**

**Addition:**

Communication rec'd frm. Mr. Robert Leisten, re conducting a Bike-A-Thon on Sat., 5/19/90. Mayor Elliott moved adding to Agenda; Trustee Gilmore seconded. Voting "aye" were Mayor Elliott & Trustees Gilmore, Pope, Wooden & Lynch. Carried.

**Earth**

**Day:**

Mr. Preston Clocksin of Yellow Mills Rd. approached the VB requesting support for Earth Day on 4/22/90 -

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and permission for use of the P&C Rms. & adjoining Village Park for the celebration of Earth Day; also, he requested use of P&C Rms. ea. Thurs. eve. for a mtg. toward planning of Earth Day. In Mr. Clocksin's presentation he spoke of celebrations in other areas, having rec'd the sanction, by Proclamation, of the W C Bd. of Supervisors and displayed a miniature dome which wld. be constructed for Earth Day. He added that the VOP/C&P Supt., R. Weaver, had offered his services and wld. distribute trees, etc.

Trustee Pope read a VOP Proclamation, attached hereto, and moved adoption by the VB; Trustee Wooden seconded. Voting "aye" were Trustees Pope, Wooden, Gilmore & Lynch & Mayor Elliott. Carried. Mayor Elliott, then, moved allowance for use of the Park & P&C Rms. on day designated as Earth Day - 4/22/90 frm. Noon - 7:00 p.m. Trustee Wooden seconded. Voting "aye" were the Mayor & Trustees Wooden, Pope, Gilmore & Lynch. Carried.

#### ANNUAL ORGANIZATIONAL MEETING

Please refer to the attached pages, numbering nine (9), in which annual appointments were made by Mayor Elliott and Trustees. Re Acting Village Justice, Mayor Elliott sd. recommendation rec'd frm. Judge Baynes - Mayor needs to interview another person also, therefore, he moved that sd. appointment be tabled until future mtg. He cited availability during daytime hrs. - wld. not want to jeopardize anyone's position, he sd. VB discussion. Chief Dalton, from his perspective, related the need for availability during daytime hrs. Atty. Nesbitt stated that the appt. cld./may be delayed. On this basis, Trustee Pope seconded. Voting "aye" were Mayor Elliott & Trustees Pope, Wooden & Lynch. Trustee Gilmore voted "nay" - carried by majority.

Re appt. of Vill. Atty., Mayor Elliott sd. that by State Law not a one-year term - serves until he/she resigns or at Mayor's option he may appoint someone else wth. VB approval. Clerk to strike "one yr. appt." Discussion on whether or not VB to vote on Clerk's appt. of Dpty. Clerk. Trustee Pope moved "confirmation" of sd. appt.; Trustee Gilmore seconded. VB voted unanimously.

Re appts. of Public Works' Supt. (Phillip Retan), Cemetery & Parks Supt. (Roger Weaver) & Water & Wastewater Supt. (Harold Kruger), Mayor Elliott sd. that the foregoing positions are Civil Service employees under NYS Law - no need to appt. them annually. Remain VOP employees until such time as they resign, retire or leave by other means. Trustee Pope sd. the appts. occurred under old Village Charter - under Village Law appts. not necessary.

VB discussion on confirming Youth Commission positions (election held annually in June), i.e. whether or not to include in Ann. Org. Mtg.

The terms to expire of ZBA/Planning Bd. members were not readily available, therefore, Trustee Pope moved tabling sd. appts.; Trustee Gilmore seconded. Voting was unanimous.

Fire Dept. Officials, Pg. 5, Mayor Elliott moved that the Village Bd. confirm the officials elected on

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3/1/90 as follows: Fire Chief, Roger Ruebens; 1st Asst., Ronald Hickman; 2nd Asst. Chief, John Bruening & 3rd Asst. Chief Tom Wiedrick. Trustee Gilmore seconded. VB voted unanimously.

Included in the document is selection of investment counselors, official newspaper, bank depository, employee bonding, establishment of Board mtgs., Special mtg. policy, establishment of office hours, Rules of Order and Agenda procedures.

Re VB mtgs., Atty. Nesbitt gave clarification of mtgs. - Village Law does not prescribe any particular scheduling of mtgs., who is to call mtgs. - only that the Mayor is to preside; it states that the VB may determine the rules of the procedure - and read frm. the Law re absent members, that "any peace officer residing within the Village may arrest such absent member and take him before the Bd. to answer for his neglect."

At 9:22 p.m., with all Bd. members present, Mayor Elliott declared and so moved the Annual Organizational Meeting official and the resolutions contained therein shall take effect immediately. Trustee Pope moved passage; Trustee Wooden seconded. Voting was unanimous by the VB. Adjournment of the Annual mtg. occurred @ 9:23 p.m. as moved by Mayor Elliott; seconded by Trustee Gilmore and carried unanimously.

Minutes

3/19/90:

Correction on Page 2 near end of first paragraph re 3/19/90 Mtg. Minutes, Trustee Pope sd. need for "adding 10' frm. property line" shld. read that he "questioned the need for having 10' frm. property line" - already in Code, he sd.....both side and rear yards - not property line. Also, correction where Mr. Wooden asked decision on boats, campers, etc. be reserved for the Planning Bd. recommendation....the letters were authorized to be sent. (Clerk to remove typo "q" frm. Laurentian Dr.). Trustee Pope moved acceptance of 3/19/90 Minutes wth. foregoing corrections; Trustee seconded. Voting "aye" were Trustees Pope, Wooden, Gilmore & Lynch & Mayor Elliott.

Minutes

3/22/90:

Trustee Gilmore moved acceptance, as written of the 3/22/90 VB Minutes re a Budget session; Trustee Wooden seconded. Voting was unanimous by the VB.

Minutes

3/26/90:

Trustee Wooden moved acceptance, as written, of the 3/26/90 VB Minutes re a Budget session; Trustee Gilmore seconded. Voting was unanimous by the VB.

Piano/P&C

Rms.:

Trustee Gilmore, as a member of the WC Fair Advisory Bd., spke. of making a piano available/placement in P&C Rms. Fair Assoc. wld. need use of same "Fair Wk." (a wk. in August). VB agreed and Trustee Gilmore so moved acceptance; Trustee Wooden seconded. Voting was unanimous by the VB. Carried.

Spring

Clean-up:

Trustee Wooden spke. of combined efforts by the TOP/VOP re "Spring Clean-up." The Town requested the VOP to be the "lead" agency, he sd., therefore, bids wld. have to be sought/advertised re dumpsters. Cost to be divided between municipalities (prior date set for Wed. following Memorial Day - 5/30/90). Mr. P. Retan, Hwy. Supt. asked about a contract - Trustee Pope moved VB authorization for Mayor Elliott to sign a contract; Trustee Gilmore seconded. Voting "aye"

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were Trustees Pope, Gilmore, Wooden & Lynch & Mayor Elliott. Carried.

Abstract  
#20:

Trustee Pope moved that the Treas. be authorized to pay **Voucher Nos. 1034-1087** in the amt. of **\$17,986.97**; and **Voucher #1033** in amt. of **\$102.40** (not included in the Abstract). Trustee Wooden seconded. Voting "aye" were Trustees Pope, Wooden, Gilmore & Lynch & Mayor Elliott. Carried.

Citizen  
R. Lape:

Trustee Wooden touched upon drainage problem on E. Foster St. - for which Mr. Lape was present. Flooding problem worse this year according to Mr. Lape. Trustee Wooden sd. that aerial photographs, contour maps, etc. to be provided by State (Mr. J. Smith). Mr. Lape also sd. that area had become a 'dumping ground'....old air conditioner, etc. - speeding a problem, also. Hwy. Supt. pledged to place "No Dumping" signs in the area.

Crop  
Walk:

Re the "Crop Walk" on Sat., 5/5/90, Mayor Elliott stated that he had written to Chairperson, Mr. D. Wartars requesting submission of a more definite route as soon as possible. It was pointed out that DOT had advised that the bridge on Route #31 wld. be closed frm. 4/9/90 to approx. 5/11/90...will affect Walk, per Mayor.

Traffic  
Lt.W.Main:

Installation of a traffic light @ West Main St./Hyde Pkwy. brought up (previously discussed by the VB) and a discussion by the VB. Mayor Elliott spke. of ltr. frm. School Supt., Dr. J. Tobin, ltr. copies to State DOT, legislators, etc. and lengthy list of petitioners. Trustee Pope moved that the VB request and endorse traffic light @ above-mentioned site - and that a copy of endorsement be sent to State DOT. Mayor Elliott seconded. Voting "aye" were Trustees Pope, Gilmore, Wooden & Lynch & Mayor Elliott. Carried.

Bike-A-  
Thon:

Mayor Elliott acknowledged receipt of communication frm. Mr. Robert Liesten, Canandaigua St., requesting permission to conduct a Bike-A-Thon on Sat., 5/19/90 to benefit St. Jude's Children's Hospital. Trustee Pope so moved; Mayor Elliott seconded. Voting "aye" were Trustees Pope, Gilmore, Wooden & Lynch & Mayor Elliott. Carried.

Penelope  
Frontuto:

Trustee Pope moved that the VB express its appreciation, by resolution, to former Trustee, Mrs. Penelope K. Frontuto for her five (5) years of dedicated service to the VOP; Mayor Elliott seconded. Voting "aye" were Trustees Pope, Gilmore, Wooden & Lynch & Mayor Elliott. Carried. Trustee Pope requested and so moved that a formal resolution, also, be prepared in honor of the late Mr. George Contant. Trustee Lynch seconded. Voting "aye" were Trustees Pope, Lynch, Wooden & Gilmore & Mayor Elliott. Carried.

Pagers:

Trustee Gilmore led a discussion on benefit of pagers and a lengthy discussion was held on pagers vs. radios. Opinions expressed were varied - cost of radios, etc. No action taken by the VB.

Exec.  
Sess.:

At 10:03 p.m. Trustee Pope moved that the VB exercise Exec. Sess. wth. full Bd. in attendance; Trustee Wooden seconded. Voting "aye" were Trustees Pope, Wooden, Lynch & Gilmore & Mayor Elliott. Carried.

ANNUAL ORGANIZATIONAL MEETING  
VILLAGE OF PALMYRA  
Palmyra, New York

April 2, 1990

The Village Clerk advised that the "Oath of Office" had been administered to the following Trustees elected to four-year terms in the General Village Election on March 20, 1990, said terms to begin on April 2, 1990, ending in April, 1994: (Trustees Charles D. Gilmore and Thomas N. Lynch)

**ACTING VILLAGE**

**Mayor Elliott** moved tabling the appointment of an **ACTING VILLAGE POLICE JUSTICE** until a later date, the term for which be one year beginning April 2, 1990, and ending April 1, 1991).

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Nay  
Trustee Lynch Aye Mayor Elliott Aye  
Carried by majority.

**COURT CLERK:**

**Mayor Elliott** moved the appointment of Jeanne Drake as **COURT CLERK**, for a period of one year beginning April 2, 1990, and ending April 1, 1991.

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**VILLAGE ATTORNEY:**

**Mayor Elliott** moved the appointment of John Nesbitt, Esq. as **VILLAGE ATTORNEY** (Please see text in 4/2/90 Minutes re appointment of Village Attorney).

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**VILLAGE CLERK:**

**Mayor Elliott** motioned the appointment of Ethel B. Johnson as **VILLAGE CLERK**, for a period of two years beginning April 2, 1990, and ending April 6, 1992.

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**VILLAGE TREASURER:**

**Mayor Elliott** moved the appointment of Darlene E. Matteson as **VILLAGE TREASURER**, for a period of two years beginning April 2, 1990, and ending April 6, 1992.

Motion seconded by Trustee Wooden  
Voting as follows: Trustee Wooden Aye

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Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

DEPUTY  
CLERK:

Ethel B. Johnson, Village Clerk appointed  
Kerry K. Elvin  
as **DEPUTY CLERK**, for a period of one year  
beginning April 2, 1990, and ending April 1, 1991.  
The Village Board confirmed the aforementioned  
appointment as follows:

Trustee Pope moved  
Motion seconded by Trustee Gilmore  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

ASSESSOR:

Mayor Elliott moved the appointment of  
Judson Roney  
as **ASSESSOR**, for a period of one year beginning  
April 2, 1990, and ending April 1, 1991.

Motion seconded by Trustee Wooden  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

CODE ENFORCE-  
MENT OFFICER:

Mayor Elliott moved the  
appointment of  
Jud Roney  
as **CODE ENFORCEMENT OFFICER**, for a period of one  
year beginning April 2, 1990, and ending April 1,  
1991.

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

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."

VOP SUPERIN-  
TENDENTS:

Appointments of the Public Works' Supt., Phillip  
Retan; Cemetery & Parks Supt., Roger Weaver; &  
Water & Wastewater Supt., Harold Kruger are Civil  
Service appointments under NYS Law, according to  
Mayor Elliott, therefore, appointments unnecessary  
- they remain VOP employees until such time as  
they resign, retire or leave by other means.  
(Trustee Pope added that the appointments were  
made under 'old' Village Charter - under Village  
Law, unnecessary) - thus the exclusion of Supts.'  
1990 appointments.



**HOUSING:**

Mayor Elliott moved 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 Pope

Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

Mayor Elliott moved 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 \$150.00 and the Village of Palmyra shall contribute an equal share to Social Security from her salary.

Motion seconded by Trustee Gilmore

Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

**TAX COLLECTOR**

Mayor Elliott moved that the TAX COLLECTOR shall be

Darlene E. Matteson  
as part of the duties of the TREASURER.

Motion seconded by Trustee Pope

Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

**HEALTH OFFICER & REGISTRAR/VITAL STATISTICS:**

Mayor Elliott advised that the terms for William 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 moved that Gilbert R. Case ("Rick") be appointed..... as ANIMAL CONTROL OFFICER for a period of one year beginning April 2, 1990, and ending April 1, 1991.

Motion seconded by Trustee Wooden

Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye

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Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**PLANNING/  
ZONING  
BOARDS:**

The Roster of expired terms were not readily available, therefore, Trustee Pope moved that appts./re-appts. be tabled until future mtg.; Trustee Gilmore seconded. Voting was unanimous.

**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 moved that the Village Board confirm the appointments/elected officials of the Palmyra Fire Company, Inc. officers on March 1, 1990, as follows:

- 1. FIRE CHIEF Roger Ruebens
- 2. FIRST ASST. CHIEF Ronald Hickman
- 3. SECOND ASST. CHIEF John Bruening
- 4. THIRD ASST. CHIEF Tom Wiedrick

Trustee Wooden seconded. Voting was unanimous.

**F.D. EQUIP-  
MENT CUSTO-  
DIAN:**

Mayor Elliott motioned the appointment of Ken Skeels as CUSTODIAN OF FIRE DEPARTMENT EQUIPMENT, for one year beginning April 2, 1990 and ending April 1, 1991.

Motion seconded by Trustee Pope

Voting as follows: Trustee Wooden Aye

Trustee Pope Aye Trustee Gilmore Aye

Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

**DEPUTY OR  
ACTING MAYOR:**

Mayor Elliott announced the appointment of Daniel S. Pope III a TRUSTEE, as DEPUTY OR ACTING MAYOR, to serve a one year term beginning April 2, 1990 and ending April 1, 1991, to serve during such absence of the Mayor, when required.

**BANK DEPOSITORY:**

The Marine Midland, 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 be utilized from time-to time at the discretion of the Village Board.

Mayor Elliott moved passage of the foregoing Resolution;

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Motion seconded by Trustee Gilmore  
 Voting as follows:       Trustee Wooden Aye  
 Trustee Pope Aye       Trustee Gilmore Aye  
 Trustee Lynch Aye     Mayor Elliott Aye  
 Unanimous.

**INVESTMENT COUNSELORS:**

Bernard Donegan Associates of 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.

Mayor Elliott moved passage of the foregoing Resolution;

Motion seconded by Trustee Pope  
 Voting as follows:       Trustee Wooden Aye  
 Trustee Pope Aye       Trustee Gilmore Aye  
 Trustee Lynch Aye     Mayor Elliott Aye  
 Unanimous.

**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 resolution was moved by Mayor Elliott:

Motion seconded by Trustee Pope  
 Voting as follows:       Trustee Wooden Aye  
 Trustee Pope Aye       Trustee Gilmore Aye  
 Trustee Lynch Aye     Mayor Elliott Aye  
 Unanimous.

**EMPLOYEE BONDS**

Mayor Elliott moved that a bond in the amount of \$150,000 be provided for the following employees: Ethel Johnson, Darlene Matteson and Kerry Elvin.

Motion seconded by Trustee Pope  
 Voting as follows:       Trustee Wooden Aye  
 Trustee Pope Aye       Trustee Gilmore Aye  
 Trustee Lynch Aye     Mayor Elliott Aye  
 Unanimous.

**BOARD MEETINGS:**

Mayor Elliott moved that 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 4/2/90 through 3/31/91, 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.

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The motion was seconded by Trustee Pope.

Voting as follows: Trustee Wooden Aye Trustee

Pope Aye Trustee Gilmore Aye Trustee

Lynch Aye Mayor Elliott Aye Unanimous.

#### 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.

Mayor Elliott moved passage of the foregoing Resolution;

Motion seconded by Trustee Pope

Voting as follows: Trustee Wooden Aye

Trustee Pope Aye Trustee Gilmore Aye

Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

#### 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 Pope moved passage of the above Resolution;

Motion seconded by Trustee Gilmore

Voting as follows: Trustee Wooden Aye

Trustee Pope Aye Trustee Gilmore Aye

Trustee Lynch Aye Mayor Elliott Aye

Unanimous.

**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 Wooden
2. Water and Wastewater & Canandaigua Watershed Trustee Wooden
3. Streets, Walks, Curbs & lighting Trs. Gilmore
4. Cemetery and Parks Trustee Lynch
5. Youth and Senior Citizens Trustee Lynch
6. Animal Control Trustee Pope

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- 7. Fire Department Trustee Gilmore
- 8. Flagpole Trustee Gilmore
- 9. Village Hall Trustee Pope
- 10. Economic Development & Revitalization  
Trustee Wooden
- 10. Special events (includes park concerts,  
Canaltown Days Committee Representative)  
Trustee Lynch

Mayor Elliott moved passage of the foregoing resolution;

Motion seconded by Trustee Pope  
 Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
 Unanimous.

BE IT FURTHER RESOLVED, that the Board of Trustees recognize the following committees which by N.Y. Village Law are Mayoral appointments.

- 1. Budget Officer Trustee Pope
- 2. Police Commissioner Mayor Elliott

Mayor Elliott moved passage of the foregoing resolution;

Motion seconded by Trustee Pope  
 Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
 Unanimous.

**RULES OF ORDER:**

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 or a Board member deem necessary.

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

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Agenda shall be placed on the bulletin board of the Village Hall on the morning of the Board meeting.

The foregoing was moved by Mayor Elliott;

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**OFFICIAL:**

At 9:22 p.m., with all Board members present, Mayor Elliott declared/moved that the Annual Organizational Meeting become official and that the foregoing Resolutions shall take effect immediately;

Motion seconded by Trustee Pope  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

**ADJOURNMENT:**

Mayor Elliott adjourned the Annual Organizational meeting at 9:23 p.m.;

Motion seconded by Trustee Gilmore  
Voting as follows: Trustee Wooden Aye  
Trustee Pope Aye Trustee Gilmore Aye  
Trustee Lynch Aye Mayor Elliott Aye  
Unanimous.

Ethel B. Johnson, Clerk

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**Reconvene:** At 10:40 p.m. the VB emerged frm. Exec. Sess. as moved by Trustee Gilmore; Trustee Pope seconded. Voting by the Bd. was unanimous and carried.

**Adjournment:**

Immediately after reconvening, Trustee Gilmore moved adjournment; Trustee Pope seconded. Voting by the Bd. was unanimous and carried.

Ethel B. Johnson, Clerk

\*\*\*\*\*ANNUAL ORGANIZATIONAL MEETING, VILLAGE OF PALMYRA - April 2, 1990  
(Attached hereto)

**BOARD OF TRUSTEES**

Regular Meeting

4/16/90

7:00 p.m.

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

**Call to Order:**

The Mayor called the meeting to order @ 7:05 p.m.

**Sign/M.**

**Midland:**

Mr. Ken Latham approached the VB re request for signage (entrance/exit) @ Marine Midland, having followed procedure of a ZBA Hrng. The application was denied and referred to the VB.

The application was re-capped, supported by drawings and photographs the desired placement of signs. Mr. Latham sd. that in MM sign proposal, placement 2' frm. phone booth/2' frm. planter. Mayor Elliott, pointing to drawing, showed customers' use of the MM parking lot which causes confusion and minor traffic problems - wld. not be obtrusive. The Mayor also pointed out that approx. only half of the driveway belongs to the VOP. Trustee Lynch agreed they 'look nice' but wld. rather not see any more signs. VB discussion - Trustee Pope afraid someone wld. trip over sign(s), he sd. P.D. Chief D. Dalton spke. of his limited knowledge for sign requirements, etc. re public access where State laws concerned. Mayor sd. the ZBA denied on the basis of they did not know who owned the property.

Trustee Pope asked what action cld. the VB take & informed by Mayor Elliott that if within the jurisdiction of the VOP, the ZBA felt the VB shld. give permission or denial. Atty. Nesbitt asked wld. the VOP be acting in a propriety capacity as a landowner or in a regulatory one....one of prerogatives of property ownership. Property owned by municipalities exempt frm. zoning, he sd. - same as school. Sd. he wld. assume VOP owns due to all of the sidewalk/parking lot improvements few years back....done on a "charge-back," per Mayor Elliott. Atty. Nesbitt stated that his father, former VOP/School Atty., researched several years ago. After calling his father, Atty. Nesbitt sd. it was his opinion that sidewalk was VOP property. He mentioned, also, any work to be done within State right-of-way, must obtain a "Highway Permit." Discussion on any work performed within 500' of intersection re the State.

Trustee Gilmore stated that he wld. not like to see signs here-and-there throughout the VOP - can't say

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one can do sme./not others. Atty. Nesbitt sd. once the VOP "opens the door, have to regulate on even basis." Dealing wth. precedent, he sd. Disc. on moving signs inside parking lot - wld. lose two (2) parking spaces, per Mayor. Trustee Lynch suggested alternates, also. Mayor Elliott brt. tax maps to Bd. table & the VB looked over....State maps had not been updated since 1932, per the Mayor.

Chief D. Dalton & Mr. Latham discussed particular designs/placement and Mr. Latham will pursue his suggestion(s) and notify the VOP of MM's opinion of sme. - cld. get bk. to the VOP in day or so. Mayor sd. when property line determined the VOP wld. contact Mr. Latham @ his sign company. If proposed sign met Zoning Code, Trustee Pope did not feel the necessity for Mr. Latham to return to VB. Sign sizes again stated - Mayor sd. it went to ZBA because the directional signs are addressed in "Highway Commercial" in C-2 but not in 'main' business district commercial. Probably bk. when done, no private parking lots in existence in business area. MM parking lot came about later.....three (3) bldgs. in the area originally. Contact to be mde. through Vill. Atty.

AgendaAddition:

Mayor Elliott moved that the request frm. Mrs. B. Tome for the Pal-Mac Youth Baseball League to conduct a parade @ 10:00 a.m. on Sat., 5/5/90, be added to the Agenda. Trustee Gilmore seconded. Voting "aye" were Mayor Elliott & Trustees Gilmore, Pope & Lynch. Carried.

Minutes4/2/90:

The VB Minutes of 4/2/90 were not ready for distribution, therefore, Trustee Gilmore moved tabling approval of same; Trustee Pope seconded. Voting "aye" were Trustees Gilmore, Pope & Lynch & Mayor Elliott. Carried.

F.D.:

Trustee Gilmore acknowledged receipt of the Annual F.D. Report and requested the Clerk to submit copy to the Library.

Drain/E.Foster:

Re the water problem on E. Foster St. - met wth. Mr. D. Schwartz who had a topographical map & gave an estimate of under \$900. for a preliminary engineering study/survey. He judged a 10' drop where water pulling close to road before going into another branch of stream. Mr. Gilmore mde. contact wth. the TOP as to whether or not they wld. share the expense. Mr. Gilmore mde. contact wth. Soil Conservationist, Mr. J. Smith - contacted TOP Hwy. Supt., N. Cook at TOP has "Drott" machine, however, ground too wet. Nxt. contact mde. wth. Graf's/Newark - who, after seeing, gave an estimate of \$1650.- cld. then 'skirt' engineering survey. Do not have solid commitment but indication that the TOP will cooperate. Mr. D. Lape who lives in area spke. of very high water there.

DumpsterBids:

Trustee Gilmore sd. that VOP needed to advertise for bids for dumpsters (in conjunction wth. TOP on Kent St.) - dates to be 5/30/90 - 6/9/90. Atty. Nesbitt sd. he needed to review the bid specs wth. TOP Atty., Paul Rubery. VB discussion on contracting - TOP/VOP cld. have joint contract, per Atty. Nesbitt. Trustee Gilmore moved that the VB advertise for bid opening on Wed., 5/2/90 @ 2:00 p.m.; Trustee Pope seconded. Voting "aye" were Trustees Gilmore, Pope & Lynch & Mayor Elliott. Carried.