

VILLAGE OF PALMYRA BOARD OF TRUSTEES

Regular Meeting

April 3, 1995

7:30 p.m.

PRESENT: Mayor James G. Elliott, Trustees Daniel E. Wooden and Ann F. Guest. Trustee Kathleen Drews on vacation in Florida and Trustee Frederick Celentano is sick with the flu.

CALL TO ORDER: Mayor Elliott called the meeting to order at 7:32 p.m.

FAIRGROUNDS EVENTS FOR THE SUMMER OF 1995: President of the Wayne County Fair Board noted a letter of April 3, 1995, which was submitted to Mayor Elliott with a schedule of events as follows: June 17th - Line Dancing Jamboree
July 3rd - Circus
July 15 & 16 - Dog Show
Aug. 14-19 - County Fair
Aug. 18th - Parade - 7:00 p.m.
Aug. 19th - Veterans' Parade - 11:00 a.m.

Motion was made by Trustee Wooden to authorize the following events, seconded by Trustee Guest, vote, 3 ayes, **CARRIED.**

Mr. Baker requested that the Planning Bd. ZBA and VB could allow the Fairgrounds to be more flexible in case of emergency needs for keeping horses. An ex. is a barn burning or need like the latest horse truck problem. Trustee Guest thought that calling the VB would be an acceptable way of getting approval for an emergency situation and that each case could be considered on its own.

ANNUAL ORGANIZATIONAL MEETING: VILLAGE OF PALMYRA
Palmyra, New York

April 3, 1995

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 Guest
2. Water and Wastewater Trustee Wooden
3. Streets, Walks, Curbs & lighting Trustee Celentano
4. Cemetery and Parks Trustee Celentano
5. Youth and Senior Citizens Trustee Drews
6. Water shed Trustee Wooden Steve Stauffer, MHPC
7. Animal Control MAYOR ELLIOTT
8. Fire Department Trustee Drews
9. Flagpole and Village Hall Trustee Guest
10. Economic Development & Revitalization
Trustee Wooden

- 11. Special events (includes park concerts, Canaltown Days Committe Representative).

Trustee Drews

The foregoing motion made by Trustee Wooden
 Motion seconded by Trustee Guest Voting as follows:
 Trustee Celentano -- Trustee Drews -- Trustee Guest aye Trustee Wooden aye Mayor Elliott aye
Unanimous/Carried/Defeated

ACTING POLICE JUSTICE:

Mayor Elliott moved the appointment of Terry C. Rodman as **ACTING VILLAGE POLICE JUSTICE** for a period of one year beginning April 4, 1994 , and ending April 5, 1995. Village Law 3-301, Section 2a. 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.
 Motion seconded by Trustee Guest. Voting as follows:
 Trustee Wooden aye Trustee Drews -- Trustee Guest aye Trustee Celentano -- Mayor Elliott aye Unanimous/Carried/Defeated

COURT CLERK:

Mayor Elliott motioned the appointment of LINDA INGRAM No vote needed. as **COURT CLERK**, for a period of one year beginning April 3, 1995, and ending April 6, 1996. Village Law 4-400 Sub. para. C, ii.
 Motion seconded by Voting as follows:
 Trustee Wooden Trustee Drews
 Trustee Guest Trustee Celentano
 Mayor Elliott no vote needed
Unanimous/Carried/Defeated

VILLAGE ATTORNEY:

Village attorney is not a village officer, merely employee of village Village Law 3-301 Note 23, Section 21 "Employees". Village Law 4-400, Note 1, Section 15, amendments.

VILLAGE CLERK:

Mayor Elliott made a motion to appoint Bonnie Hays Village Clerk, appointment from 4/4/96 for a period of two years (Local Law #7, 1975 specifies two-yr. term).
 Motion seconded by
 Voting as follows: Trustee Wooden
 Trustee Drews Trustee Guest
 Trustee Celentano Mayor Elliott
Unanimous/Carried/Defeated

**VILLAGE
TREASURER:**

Mayor Elliott made a motion to appoint Darlene Matteson, Village Treasurer, is appointed on 4/4/96 for a period of two years (Local Law #7, 1975 specifies two-yr. term).

Motion seconded by: _____

Voting as follows: Trustee Wooden _____

Trustee Drews _____ Trustee Guest _____

Trustee Celentano _____ Mayor Elliott _____

Unanimous/Carried/Defeated No vote at this time.

**DEPUTY
CLERK:**

Bonnie J. Hays, Village Clerk appointed Kerry K. Elvin as **DEPUTY CLERK**, for a period of one year beginning April 3, 1995, and ending April 6, 1996. The foregoing motion was made by

_____ no vote required _____

Motion seconded by _____ Voting as follows:

Trustee Wooden _____ Trustee Drews _____

Trustee Guest _____ Trustee Celentano _____

Mayor Elliott _____

Unanimous/Carried/Defeated

ASSESSOR:

Not applicable. No position at this time.

**CODE ENFORCE-
MENT OFFICER:**

Trustee _____ moved the appointment of _____ Sub contract with Newark as **CODE ENFORCEMENT OFFICER**, for a period of one year beginning April 3, 1995, and ending April 6, 1996.

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

Drews _____ Trustee Guest _____

Trustee Celentano _____ 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."

The following appointments are made by the Mayor per Village Law, 4-400, 1.c.

**PUBLIC WKS.'
FOREMAN:**

Roger Weaver
as **PUBLIC WORKS' FOREMAN** for the period until such time as retirement, just cause for termination, or resignation. Per NYCOM Handbook for Village Officials, Page 30, Annual Meeting. Also "Employee" of the Village not Public Official and bound by the original hiring agreement.

**CEMETERY &
PKS. FOREMAN:**

Roger Weaver
as **CEMETERY & PARKS' FOREMAN** for the 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.

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TAX COLLECTOR

 Darlene Matteson moved that the TAX COLLECTOR shall be

as part of the duties of the TREASURER (2) yr. until 1996. Mayor Elliott moved

Motion seconded by Trustee Guest. Voting as follows: Trustee Wooden aye Trustee Drews -- Trustee Guest aye Trustee Celentano -- Mayor Elliott aye

Unanimous/Carried/Defeated

HEALTH OFFICER & REGISTRAR/VITAL STATISTICS:

Mayor Elliott advised that the terms for Dr. Lorenz , M.D., Health Officer; and Mrs. Beverly Hickman, Town Clerk, Registrar for Vital Statistics; were previously established and shall run until 1995 and 1996 respectively.

ANIMAL CONTROL OFFICER:

Mayor Elliott announced the appointment of

 Gary Rose

as ANIMAL CONTROL OFFICER for a period of one year beginning April 3, 1995, and ending April 6, 1996.

Motion seconded by NO VOTE NEEDED Voting as follows: Trustee Wooden Trustee Drews Trustee Guest

Trustee Celentano Mayor Elliott

Unanimous/Carried/Defeated

PLANNING/ZONING BOARDS:

Trustee Guest moved the appointment of

 Robert Gunkler

to the Zoning Board of Appeals for a five year term beginning April 4, 1995 and ending April 2000.

Motion seconded by Trustee Wooden
Voting as follows: Trustee Wooden aye
Trustee Drews -- Trustee Guest aye
Trustee Celentano -- Mayor Elliott aye

Unanimous/Carried/Defeated

Trustee Guest moved the appointment of

 John Hudak

to the Village Planning Board for a 5 year term beginning April 4, 1995 and ending April 2000.

Motion seconded by Mayor Elliott
Voting as follows: Trustee Wooden aye
Trustee Drews -- Trustee Guest aye Trustee Celentano -- Mayor Elliott aye

Unanimous/Carried/Defeated

Trustee Guest moved the appointment of

 Robert Gunkler

as Chairman of the Zoning Board of Appeals for a one year term beginning April 4, 1995 and ending April 1996.

Motion seconded Mayor Elliott Voting as follows: Trustee Wooden_aye Trustee Drews -- Trustee Guest_aye Trustee Celentano-- Mayor Elliott_aye

Unanimous/Carried/Defeated

Trustee Guest moved the appointment of

John Hudak as Chairman of the Village of Palmyra Planning Board for a one year term beginning April 4, 1995, and ending April 5, 1996.

Motion seconded Trustee Wooden Voting as follows: Trustee Wooden_aye Trustee Drews-- Trustee Guest_aye Trustee Celentano-- Mayor Elliott_aye

Unanimous/Carried/Defeated

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** Tom Hunt.
2. **VICE-PRESIDENT** Dick Peck
3. **SECRETARY** Gary Hack.
4. **TREASURER** Carol Hack

FIRE DEPT. OFFICIALS

Mayor Elliott advised, on the recommendation of the Palmyra Fire Company, Inc., as of April 1, 1995, the following appointments be made:

1. **FIRE CHIEF** Ron Hickman
2. **FIRST ASST. CHIEF** John Bruening
3. **SECOND ASST. CHIEF** Tom Wiedrick
4. **THIRD ASST. CHIEF** Warren Frederick

**F.D. EQUIPMENT CUSTODIAN:
(5)**

Mayor Elliott motioned the appointment of Tom Fraser as CUSTODIAN OF FIRE DEPARTMENT EQUIPMENT, for one year beginning April 1, 1995 and ending April 5, 1996.

Motion seconded by Guest Voting as follows: Trustee Wooden_aye Trustee Drews-- Trustee Guest_aye Trustee Celentano -- Mayor Elliott_aye

Unanimous/Carried/Defeated

DEPUTY OR ACTING MAYOR:

Mayor Elliott announced the appointment of Trustee Ann F. Guest 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, 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.

Mayor Elliott moved passage of the above Resolution; Motion seconded by Guest Voting as follows: Trustee Wooden aye Trustee Drews -- Trustee Guest aye Trustee Celentano -- Mayor Elliott aye 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.

no vote needed moved passage of the above Resolution; Motion seconded by Voting as follows: Trustee Wooden Trustee Drews == Trustee Guest Trustee Celentano -- Mayor Elliott Unanimous/Carried/Defeated

OFFICIAL NEWSPAPER

The Couier-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 Mayor Elliott Motion seconded by Trustee Guest Voting as follows: Trustee Wooden Trustee Drews -- Trustee Guest aye Trustee Celentano -- Mayor Elliott aye Unanimous/Carried/Defeated

EMPLOYEE BONDS

Motion by Mayor Elliott; seconded by Trustee that bonds be provided by Trustee Wooden for the following bond amount for employees set by the Board: To cover the Village Clerk, Treasurer, and Deputy Clerk. Blanket Bond \$150,000 Voting as follows: Trustee Drews -- Trustee Wooden aye Trustee Guest aye Trustee Celentano -- Mayor Elliott aye () 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 4/3/95 through 4/5/96, 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 _____ none _____ - second Monday's of said months. _____ moved passage of the above

Resolution;

Motion seconded by _____Trustee Guest_
Voting as follows: Trustee Wooden____aye_
Trustee Drews__--____ Trustee Guest__aye__ Trustee
Celentano__--__ Mayor Elliott _aye_____
Unanimous/Carried/Defeated

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 above Resolution;

Motion seconded by _____Trustee Guest_ Voting
as follows: Trustee Wooden____aye_____
Trustee Drews__--____ Trustee Guest__aye_____
Trustee Celentano--__ Mayor Elliott _aye_____
Unanimous/Carried/Defeated

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.

____Mayor _ Elliott__ moved passage of the above Resolution;

Motion seconded by ____Trustee Wooden_____ Voting
as follows: Trustee Wooden____aye__ Trustee
Drews__--____ Trustee Guest _aye__
Trustee Celentano --__ Mayor Elliott ____aye_____
Unanimous/Carried/Defeated

Mayor Elliott announced the following appointments:

- 1. Budget Officer_____Mayor Elliott_____
 - 2. Police Commission__Mayor Elliott_____
- (By N. Y. Village Law, the above are Mayoral appointments)

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 inact any and all of the above stated rules of order should it be deemed necessary.

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.

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 Mayor Elliott
Motion seconded by Trustee Guest
Voting as follows: Trustee Wooden aye
Trustee Drews -- Trustee Guest aye
Trustee Celentano -- Mayor Elliott aye
Unanimous/Carried/Defeated

Village Office holidays will be the same as those in the Village Union Contract except for the following when said office shall be closed: General Fall Election; & Presidents' Day celebrated annually -- the third Monday in February.

Mayor Elliott moved passage of the above Resolution;
Motion seconded by Trustee Wooden
Voting as follows: Trustee Wooden aye
Trustee Drews -- Trustee Guest aye
Trustee Celentano-- Mayor Elliott aye
Unanimous/Carried/Defeated

OFFICIAL:

At 8:05 p.m., with all Board members present, Mayor Elliott declared the Annual Organizational Meeting official; that the foregoing Resolutions shall take effect immediately.

Mayor Elliott moved passage of the above Resolution;

Motion seconded by _____ Trustee Guest _____
 Voting as follows: Trustee Wooden ___aye___
 Trustee Drews __--___ Trustee Guest ___aye___
 Trustee Celentano __--___ Mayor Elliott ___aye___
Unanimous/Carried/Defeated

ANN.ORG.MT

COMMUNITY MOBILIZATION PLAN GROUP PRESENTATION SCRIPT, BY MAYOR ELLIOTT AND MRS. KATHY WOODEN: Mayor Elliott briefly discussed the Antidrug and Antialcohol committee which the Pal-Mac School is forming or has formed. Mayor Elliott noted that he needed a PD volunteer and requested that one be appointed by Chief Dalton. Mayor Elliott requested a volunteer from the VB and Trustee Wooden moved to appoint Trustee Drews to this position, seconded by Trustee Guest, vote, 3 ayes, **CARRIED.**

Chief Dalton would let Mayor Elliott know tomorrow 4-4-95 who his appointee would be after finding out more information about this program.

Mayor Elliott noted he would get a copy of this presentation for those that would like one.

MINUTES OF 3-20-95, 3-28-95 and 3-30-95: Trustee Wooden moved to approve the minutes of 3-20, 3-28, and 3-30-95, and Trustee Celentano, seconded by Trustee Guest, vote, 3 ayes, **CARRIED.**

BUDGET TRANSFERS: Motion made by Mayor Elliott to make the following transfers due to over extended line items seconded by Trustee Wooden, vote, 3 ayes, **CARRIED.**

Transfer \$500 from A1990.4 - Contingency to A1210-4 Mayor due to overage, transfer \$700 from A1990.4 - Contingency to A1325.4 - Treasurer due to overage caused by postage being charged that was not budgeted to this code. Also the following:

FROM	TO	AMOUNT
A7550.4	A7110.4	\$250
A1490.1	A1640.4	4,000
A1490.1	A1640.424	1,500
A1490.1	A1640.426	150
A1490.1	A1640.427	1,500
A8810.444	A8810.4	200
F1990.4	F8330.433	1,500

ABSTRACT #21: Mayor Elliott moved to authorize the Treasurer to pay the vouchers no 1182 through 1236 totalling \$27,430.47 seconded by Trustee Wooden, vote, 3 ayes, **CARRIED.**

NYCOM DRUG TESTING PROGRAM: Mayor Elliott reported that this program would be held at the Pal-Mac High School in May 24, 1995, at 3:00 p.m. Information will be coming out from NYCOM shortly.

CROP WALK: Mayor Elliott moved to authorize the Crop Walk to be held on May 7th, 1995 and use the Park and Club Room and Village Main Street Park from about 10:00 a.m. to 5:00 p.m. Motion seconded by Trustee Guest, vote, 3 ayes, **CARRIED.**

4-H MONEY COLLECTION: Mayor Elliott noted that the State DOT should be asked permission since Rt. 21 N and Rt. 31 are State highways and the 4-H would like to collect money at that intersection on the east end of the Village. A letter is to be written to Donna Merritt informing her of this requirement. Trustee Guest also requested that an inquiry be made about the time and 9:00 a.m. to 5:00 p.m. noting that 8 hours was much too long to tie up the intersection.

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SURPLUS FOR AUCTION: A motion was made by Mayor Elliott to declare a plow blade, two (2) answering machines, about 20 bikes from the PD garage of various types, seconded by Trustee Wooden vote, 3 ayes, **CARRIED.**

LANDMARK MEETING: Trustee Guest and Mayor Elliott reported on the meeting at the Landmark Society and that it was very informative. E Hartnagel noted the meeting was very informative.

CANAL CORRIDOR: Trustee Wooden noted that there was a 4' x 8' sign to make the project official. The sign was at the highway dept and needs to be placed near the project at the canal. The sign is from the State.

FOSTER ST. WATER MAIN: MRB told Trustee Wooden that MRB was not aware that Villager was not working on the water main project. Trustee Wooden noted that one house was going to close and that the water line needed to be done. Trustee Wooden meet with Villager two (2) weeks ago, he reported that Villager did think they would not have to continue the work until August. Trustee Wooden noted that MRB was planning to get back him tomorrow with additional updates.

SEAR BROWN : Mayor Elliott noted that Sear Brown is the engineer for the Canal Corridor Project and that he had spoken to Sear Brown.

HEPATITIS B: Mayor Elliott reported that the Hep. B vaccines were noted to be unsuccessful in enough tests so that booster shots are warranted. Clerk Hays reported the prices for vaccine were approx. \$27 per shot and blood tests were \$15 per test. For each person about \$57 was needed for boosters and tests. Approx. 40 persons need to have these shots and tests about \$3,500 worth. A motion was made by Mayor Elliott to purchase the necessary serum and arrange for the testing seconded by Trustee Wooden, vote, 3 ayes, **CARRIED.**

EXEC. SESSION: Mayor Elliott moved to go into exec. sess. at 8:50 p.m. seconded by Trustee Guest for matters of union negotiation and personnel, vote, **3 ayes, carried.**

Motion out of Exec. Session by Trustee Guest at 10:13 p.m. seconded by Trustee Wooden, vote, 3 ayes, **CARRIED.**

ADJOURNMENT: Motion to adjourn the meeting at 10:14 p.m. by Trustee Wooden seconded by Trustee Guest, vote, 3 ayes, **CARRIED.**

Respectfully submitted,

Bonnie J. Hays
Village Clerk