

**REGULAR MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
JULY 24th, 2025**

The following legal notice was prepared, posted at the Town Hall, on the website, and published in the Town's official newspaper:

NOTICE PURSUANT TO LOCAL FINANCE LAW SECTION 81.00

The bond resolution published herewith was adopted on July 8, 2025, and the validity of the obligations authorized by such bond resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Palmyra is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

**BOND RESOLUTION DATED JULY 8, 2025 OF
THE TOWN BOARD OF THE TOWN OF PALMYRA, NEW
YORK, AUTHORIZING GENERAL OBLIGATION SERIAL
BONDS TO FINANCE LANDFILL CLOSURE WITHIN THE
TOWN, AUTHORIZING THE ISSUANCE OF BOND
ANTICIPATION NOTES IN CONTEMPLATION THEREOF,
THE EXPENDITURE OF SUMS FOR SUCH PURPOSE,
AND DETERMINING OTHER MATTERS IN
CONNECTION THEREWITH.**

WHEREAS, pursuant to a duly promulgated consent order, the Department of Environmental Conservation has mandated that the Town of Palmyra, New York (hereinafter referred to as the "Town") undertake work in connection with remediation, closure, and abandonment of the Town of Palmyra landfill; and

WHEREAS, compliance with the consent order is a non-discretionary mandatory action and also constitutes a type II action under the State Environmental Quality Review Act and the applicable regulations thereunder requiring no further determinations by the Town thereunder; and

WHEREAS, the Town Board proposes to authorize the issuance and sale of bonds (and notes in anticipation thereof) to finance the costs of remediation and closure of the landfill; now therefore

RESOLVED BY THE TOWN BOARD OF THE TOWN OF PALMYRA, NEW YORK, by the favorable vote of not less than two-thirds of all of the members of such Board, as follows:

Section 1. The Town of Palmyra shall undertake certain capital improvements consisting of the remediation, closure, and abandonment of the Town landfill, and site and other appurtenant or incidental improvements in connection therewith (hereinafter referred to as the "purpose"), and general obligation serial bonds in an aggregate principal amount not to exceed \$3,257,870 and bond anticipation notes in

anticipation thereof (and renewals thereof) of the Town are hereby authorized to be issued to finance said purpose.

Section 2. The estimated maximum aggregate cost to the Town of Palmyra of said purpose, which may include preliminary costs and costs appurtenant or incidental thereto and costs of the financing thereof, is estimated to be \$3,257,870, and said amount is hereby appropriated therefor. The plan for financing of said purpose is to provide all of such maximum cost by issuance of bonds or bond anticipation notes as herein authorized.

Section 3. It is hereby determined and declared that (a) said purpose is one of the class of objects or purposes described in Subdivision 6-b of Paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is twenty (20) years, (b) the proposed maximum maturity of said bonds authorized by this resolution will be in excess of five years, (c) current funds required to be provided prior to the issuance of the bonds or notes herein authorized, pursuant to Section 107.00 of the Local Finance Law, to the extent applicable, if any, will be provided, (d) the notes herein authorized are not issued in anticipation of bonds for an assessable improvement, and (e) there are presently no outstanding bond anticipation notes issued in anticipation of the sale of said bonds.

Section 4. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Town and all the taxable real property in the Town is subject to the levy of ad valorem taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations, if any, sufficient to pay the principal of and interest on said bonds and notes.

Section 5. It is hereby determined and declared that the Town reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 6. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including, without limitation, the consolidation with other issues, the determination to issue bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, including without limitation, the authority to determine whether to accept bids electronically to the extent allowed by the Local Finance Law, is hereby delegated to the Town Supervisor, the Town's chief fiscal officer. The Town Supervisor and the Town Clerk or Deputy Clerk are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution and are hereby authorized to affix to such bonds and notes the corporate seal of the Town of Palmyra.

Section 7. The faith and credit of the Town of Palmyra, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. All the taxable real property in the Town is subject to the levy of ad valorem taxes to pay the principal of such obligations, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations, if any, sufficient to pay the principal of and interest on

said bonds and notes. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 8. This resolution, or a summary hereof, shall be published in full by the Town Clerk of the Town of Palmyra together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Town, in the manner prescribed by law. The validity of said bonds or of any bond anticipation notes issued in anticipation of the sale of said bonds may be contested only if such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 9. This resolution shall take effect immediately upon its adoption.

At 7:00 p.m., Supervisor Gary Rose called to order the regular Town Board meeting, scheduled for Thursday, July 24th, 2025, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York.

Supervisor Rose led those present in the Pledge of Allegiance to the Flag.

Upon roll call, the following Board members were present:

Gary Rose, Supervisor
James Welch, Councilman
Douglas DeRue, Councilman
Brad Cook, Councilman
Todd Pipitone, Councilman

The town clerk added that the Deputy Town Clerk Amanda Hill, and Town Attorney David Hou were also in attendance.

A motion was made by Todd Pipitone to approve minutes from the regular Town Board meeting on June 26th, 2025, and the Special Town Board Meeting on July 8th, 2025.

Second: Jim Welch Vote: 4 Ayes. Carried

Councilman Cook abstained from the June 26, 2025, meeting as he was absent.

ATTENDANCE

Also in attendance: Amanda Hill (Deputy Town Clerk), David Hou (Town Attorney), Mike Catalano (EMS Advisory Board), Kathleen Katchman, Mike Boesel (Highway Superintendent), and Julie & Chuck Hartman.

HEARING There was no official hearing this evening.

EMS BOARD REPRESENTATIVE

Mike Catalano, the Wayne County EMS Advisory Board representative, reported that there was nothing outstanding to report, other than the 2nd county ambulance base in WC is now located in N. Rose and is staffed 24/7. He reminded the board that we have been lacking coverage to the east in the evening, so that is a good thing. The next base will open in Sodus, and then in Walworth. We have not had any issues with FLA lately.

MOTION TO ENTER INTO EXECUTIVE SESSION

At 7:02 PM, Todd Pipitone made a motion to enter the executive session to discuss pending litigation with the town attorneys, one in person and one via telephone. The town clerk was invited to join them.

Second: Doug DeRue Vote: 4 Ayes. Carried

MOTION TO EXIT EXECUTIVE SESSION

At 8:21 PM, Todd Pipitone made a motion to exit executive session.

Second: Doug DeRue Vote: 4 Ayes. Carried

PUBLIC INPUT None from this evening.

Board Note - the following will now appear on all agendas.

**If you are attending a Town Board Meeting have not signed up for Public Participation Section of the Town Board Meeting pursuant to the rules which have been established (24 hrs prior to start of meeting), then you will not be able to express your opinion. As a courtesy to those who attend the Board Meeting, you are requested not to interrupt the meeting, and refrain from conversation that would interfere with those attending being able to hear the Board transact its business. If in fact someone interferes with the meeting or the conversation with other spectators should require a warning and it is ignored, the person could be charged with Disorderly Conduct. For public hearings, speaking will be limited to topics on the agenda.*

COMMUNICATIONS RECEIVED None from this evening.

REPORTS OF STANDING COMMITTEES

Supervision: Animal Control, Human Resources, Justices, and Finance:

-Supervisor Gary Rose

1. Supervisor's Monthly Financial Report: The Supervisor has received the Bookkeepers monthly financial report for June 2025, which was shared previously with the Town Board.

2. Old Landfill Update: We will be voting to accept a bid from Mohawk Valley Materials, Inc. this evening. The plan is that they will be starting in mid-August.

3. Church Street Cemetery Update: The Town Clerk met with the owner of ALCO Paving to get ideas for perhaps stoning the hill at the Church Street Cemetery. He suggested that instead of stones, planting would be a better alternative.... And NOT kill the existing grass because the roots are necessary to stabilize the hill. Decorative ivy etc, or even lilac type bushes or trees might be the way to go. He also suggested we contact a nursery to find which would work best. Supervisor Rose pointed out that between the new person we hired to mow, and the lack of rain, it seems to be kept under control this year.

Public Works: Highway Department, Equipment and Facilities:

-Councilman James Welch

1. Highway Department Report for July:

**HIGHWAY SUPERINTENDENT REPORT
FOR TOWN BOARD MEETING
7/24/25**

Since the 6/26/25 Town Board meeting we have completed the following work:

- Sign Maintenance – brush clearing work around signs in the Town
- Treework – roadside cleanup from miscellaneous storms
- Inter-municipal Assistance
 - 7/8-710/25 1 Palmyra truck assist WC Hwy with stone/oil assistance – Maple/Hammond/Lyon
 - 7/15/25 2 Mac, 2 Mar, 1 Wal trucks, 1 WC roller, assist stone/oil – Hogback/Galloway
 - 6/12/25 2 Palmyra trucks assist T/Ontario with stone hauling assistance

Other miscellaneous items include:

- **Training** – Our 96th Annual Fall Hwy Conference is coming up in September 23-26th at the Niagara Falls Convention Center. Early Registration is by September 15th.
- **Stone & Oil Projects** – Earlier this season we completed stone & oil work on Vault and Haak Roads. Recently, we completed stone & oil work on Hogback Hill and Galloway Roads. Later this summer we are also hoping to complete Leroy and Hanagan Roads.

- **E.Foster Street Project** – The Town and Village Hwy Crews have been working together in recent weeks on this joint street project. Last week, Hynes Concrete poured the new concrete gutter along the south side of the project from Fayette to Johnson. This week, we have been performing lawn and driveway restoration work. Next week, Hynes will return to pour the north side gutter. Villager Construction will then mill the road and re-pave. Paving is not scheduled yet but anticipated in September. This project is funded thru our CHIPs.
- **Drainage Issues** – Back in June, on 6/18/25, we received 1.5in of rain in less than 1-hour, and 1.64 for the storm duration. This caused widespread drainage issues around the Town. We spent the entire next days sweeping roads and cleaning up washouts. Garnsey, Walker and Omeal Roads required loader work to remove sediment debris. The week of 7/8, we finally finished cleaning out some ditches on Cambier Road and Walker Road.
- **Water Tower Driveway (N.Creek Rd)** – As a result of the big rain event on 6/18/25, there was a fair amount of sediment that washed down from the tower driveway into the ditchline on N.Creek Road. WC Highway requested a series of check dams be installed along the ditchline up the driveway to help capture and hold sediment back from filling the county roadside ditchline. On 7/17/25, the Pal Hwy crew installed these rock check dams. Prior to that, the WCWSA also re-graded most of the water tower driveway with their equipment.
- **Fuel Island Project** – By this time next month, the Joint Fuel Island Project will be starting. I recently inquired with PMCSD and the Contractor (Lavalley Bros.) to see if the project is still on schedule. I will have more information for the August TB meeting. The project is anticipated to be completed in 4-6 weeks. 2 Temporary fueling tanks will be provided while the 30-year old facility gets an update. New tanks, new pumps, new concrete pad, new canopy lighting are all intended.
- **Personnel** – We are still advertising for a vacant position on the Village Hwy crew. Mike Reed submitted his resignation to me and the Village of Palmyra in mid-June. We ran an advertisement but only received a few applications. The Village Hwy Dept is limping along with 2 employees. If you know of anyone looking for a Hwy position, please let them know about our opening.

Any questions, comments or concerns I will be glad to answer.

It was reported that Mr. Boesel has contacted the WC sheriff and is waiting to hear about any accidents that may have occurred on Hogback where a guard rail has been requested.

Also, NYS is working on a drainage issue on Rt 31 that was affecting Mr. Breen's property, which the county is also looking into. Mr. Breen has decided not to follow up on any complaints about his neighbor.

**Human Services: Town Clerk, Archives, and Town Hall Facility
- Councilman Bradley Cook**

1. Town Clerk's Monthly Financial Report: The Supervisor has received the Town Clerk's Office monthly financial report for June.

2. Town Clerk Report for July:

**TOWN CLERK OFFICE REPORT
June & July**

Through dog licensing in May 2025, we sold 67 licenses totaling \$550.00, misc sales, marriage licenses, hunting/fishing, vital record requests, EZ-Pass, zoning, escrow deposits etc- added an additional \$3,694.99. Total check disbursements for the month of March were \$4244.99.

Through dog licensing in June 2025, we sold 75 licenses totaling \$573.00, misc sales, marriage licenses, hunting/fishing, vital record requests, EZ-Pass, zoning, escrow deposits, etc- added an additional \$7,697.71. Total check disbursements for the month of April were \$8,270.71. As always at this time of year, we have had an upswing in marriage licenses issued!

Thank you to the WC Health Department, we have received additional Tick Removal Kits with backpacks that also contain a gun safety lock. Supplies are still limited, so we do ask to limit them to one per family.

I have been working with the webmaster, and we have purchased our .gov URL for the town as that new state law will take effect in December. We have heard from the head of WC IT. He is very pleased with our website, and after the webmaster made some calls, it appears that other than the cost of the additional .gov URL....it will not cost any additional to have our ".com" and ".gov" point to each other! In his opinion, which should make us fully compliant. It could have cost us many thousands of dollars! So, within a couple of weeks if you type Palmyrany.com it will point to Palmyrany.gov and vice versa! More to come as we find out. As I said previously, I really hope that works or all cards, letter head, brochures, etc will need to be changed.... something NYS did not consider when making this new law!

As always, please feel free to contact me with any questions.

Town Building and Grounds Committee:

– Councilmen Cook & DeRue and
Town Clerk Irene Unterborn

1. Building Update: The town was hoping to have the cupola painted under warranty, but when “Sandman” came to fulfill their obligation, it was found that the cupola was too rotted and filled with animal holes to paint. He did send pictures that were shared with the town board.

Councilman Cook would like to move forward with the removal of the cupola as it was budgeted for 2025. Ulmer Davis had quoted just under \$7,900.00 to remove, dispose, and put flat roof on brick. Supervisor Rose requested that two proposals be looked at for the next meeting so they can vote on the removal.

Town Development: IT & Phones, Strategic (Comprehensive) Plans, Code Enforcement/Planning Board and Security: - Councilman Todd Pipitone

1. Comprehensive Plan: The final version is available online at www.palmyrany.com/comprehensive-plan, or for viewing in the Town Clerk’s Office. The town and village are still looking for members of the public who would be interested in joining an implementation committee and help put this plan to work! We still have only had 4 members of the public step up so far.

2. CEO Report for July: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates for June 16th, 2025, through July 22nd, 2025.

3. Minutes from Zoning Board Meeting June 9th, 2025: Minutes from the June 9th Zoning Board Meeting were shared with the board.

4. Minutes from the Planning Board Meeting on July 10th, 2025: Minutes from the July 10th Planning Board Meeting were shared with the board.

Government Operations: Assessor, Fire Protection Contracts, Youth & Aging, and Historians
-Councilman Doug DeRue

1. Assessor's Report for July:

REPORT TO THE TOWN BOARD FROM THE ASSESSOR'S OFFICE
July 2025

Our File was submitted to the County on 7/21/2025 for School Tax Bills

We are working through the property description reports that have been returned and updating files as needed.

I attended the 2025 Cornell Seminar for Professional Development for Assessors July 13th – 17th

There were 10 April sales. 4 Village and 6 Town sales. There are two parcel split requests.

The following are the sales/transfers for May

June 2025 Sales/Transfers						
MAP #	HS #	STREET	**	SALE \$	SALE DATE	TAV 2025
64111-10-329705	505	W Main		1,250,000	6/24/2025	500,000
64111-12-760703	323	E Main	**	0	6/15/2025	70,000
64111-12-752514	302	Fayette		103,500	6/17/2025	92,900
64111-11-560588	206	W Jackson		150,000	6/6/2025	102,600
66110-00-366940	451	Garnsey		0	6/16/2025	266,600
66112-00-614452	4869	Tellier		195,000	6/9/2025	127,400
66112-00-061192	000	N Creek		77,000	6/13/2025	25,400
65112-00-991105	4115	N Creek		370,000	6/17/2025	145,700
65113-00-356781	000	Cole		20,000	6/26/2025	174,400
65112-00-733422	2095	Shilling	**	0	6/6/2025	110,600
TAV - Total Assessed Value			**	Indicates a Non Arm's Length sale/Transfer		

Please let me know if you have any questions.

Thank you,
 Paula Ruthven

Codification Committee: Todd Pipitone, Irene Unterborn, and Pat Sheridan

1. Proposal for Codification: No update at this time and will be none until budget time.

GENERAL INFORMATION

There will be a FREE Paint Recycling Event on Saturday September 6th, 2025, from 9 AM – 1 PM at the Palmyra Highway Barns on Kent St. The accepted materials include: Latex and Oil based Paint, Urethanes, Varnishes, Stains, Shellacs, Lacquers, and Acrylic Paint. For details visit <https://circular.eco/event/Palmyra> , or scan QR to register.

**TOWN AGENDA ITEMS**

1. Approve: All Town Reports for July: Todd Pipitone made the motion to approve all town reports including the Supervisor, Town Clerk, Code Officer, Assessor, and Highway reports for the month of July 2025.

Second: Doug DeRue Vote: 4 Ayes. Carried

2. Approve: RESOLUTION #18 – 2025: Accept Low Bid for Landfill Closure Remediation of the Old Palmyra Landfill Garnsey Road-Palmyra NY: Todd Pipitone made the motion to accept the Low Bid for Landfill Closure Remediation of the Old Palmyra Landfill Garnsey Road-Palmyra NY, as written. This motion will also allow the Supervisor to sign any agreements pertaining to the project. Seconded by Jim Welch and a roll-call vote was requested.

Councilman James Welch	Aye
Councilman Doug DeRue	Aye
Councilman Todd J. Pipitone	Aye
Councilman Brad Cook	Aye
Supervisor Gary Rose	Aye

Vote: 5 Ayes. Carried

**RESOLUTION #18 – 2025:
A RESOLUTION AWARDING A CONTRACT FOR THE LANDFILL CLOSURE
REMEDiation OF THE TOWN LANDFILL AT GARNSEY ROAD**

WHEREAS, pursuant to a duly promulgated consent order, the Department of Environmental Conservation has mandated that the Town of Palmyra, undertake work in connection with the remediation, closure, and abandonment of the Town landfill at Garnsey Road (collectively as the “Project”); and

WHEREAS, the Town, through its consultants, LaBella Associates, DPC, advertised to accept bids for the Project work in the Town’s official newspaper, *The Times of Wayne County*, as well as through the Rotolite Elliot website (www.recplanroom.com); and

WHEREAS, the Town Clerk duly advertised for the Project work, and the bids were opened on Friday, June 27th, 2025, at 1:00 P.M. in the Palmyra Town Hall large meeting room, with six bids received; and

WHEREAS, the bids were evaluated by the Town and Labella and the bid submitted by Mohawk Valley Materials, Inc. was deemed to be the lowest responsible bid sufficient to meet the bid requirements;

NOW, THEREFORE, BE IT RESOLVED, that the bid submitted by Mohawk Valley Materials, Inc., 1914 Black River Blvd N., Rome NY 13440, in the bid price of \$1,789,151.20, including 15% contingency, in accordance with the specifications, is hereby accepted; and

BE IT FURTHER RESOLVED, that the Palmyra Town Supervisor is hereby authorized and directed to execute a contract on behalf of the Town of Palmyra subject to the approval of the Palmyra Town Board and the Town attorney’s approval, as to form and content with Mohawk Valley Materials, Inc., in accordance with the bid requirements.

By Order of the Town Board at a Meeting on July 24th, 2025

The board asked that it be noted that this company was recommended by LaBella and that the plan was approved by the DEC.

3. Approve: Supervisor to sign the Proposal for Professional Environmental Consulting Services for the Old Palmyra Landfill with LaBella Associates, DPC: Todd Pipitone made the motion to approve the Proposal for Professional Environmental Consulting Services for the Old Palmyra Landfill LaBella Associates, DPC, with the modifications suggested by the town attorney, and not to exceed the proposal amount as found in Proposal # P2504359.

4. Approve: Supervisor to sign Registration form for Paint Collection

Event: Todd Pipitone made the motion to approve the supervisor to sign the registration paperwork with the DEC for the paint Collection Event on September 6, 2025.

Second: Doug DeRue

Vote: 4 Ayes. Carried

MOTION TO APPROVE TOWN CLAIMS AND EXPENDITURES

Todd Pipitone made the motion to approve the July 2025 Vouchers #2025-686 through #2025-785, totaling \$ 202,619.91 as noted below:

Abstract Total of Vouchers Pre-Paid:

GENERAL FUND	\$ 11,029.26
PART TOWN	\$ 1,524.54
DB HIGHWAY	\$ 10,851.34
Total	\$ 23,405.14

Abstract Total of Vouchers Un-Paid:

GENERAL FUND	\$ 30,383.07
PART TOWN	\$ 7,082.92
DA HIGHWAY FUND	\$ 958.22
DB HIGHWAY FUND	\$ 135,424.50
NORTH SEWER	\$ 2,855.31
STAFFORD RD SEWER	\$ 1,971.75
SOUTHWEST SEWER	\$ 539.00

Total \$ 179,214.77**MOTION TO ADJOURN**

At 8:40 PM, Todd Pipitone made the motion to adjourn the meeting.

Second: Doug DeRue

Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Palmyra Town Clerk

Next Meetings:**REGULAR TOWN BOARD MEETING****Thursday, August 28th, 2025****Palmyra Town Hall**

