

**REGULAR MEETING OF THE TOWN BOARD
East Palmyra Fire Department
Tellier Rd
April 23rd, 2026**

At 7:00 p.m., Supervisor Gary Rose called to order the regular Town Board meeting, scheduled for Thursday, April 23rd, 2026, at the East Palmyra Fire Department, Tellier 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

A motion was made by Todd Pipitone to approve minutes from the regular Town Board meeting on March 26th, 2026.

Second: Doug DeRue Vote: 4 Ayes. Carried

ATTENDANCE

Also in attendance: Casey Carpenter (Wayne Times), Ken Morrison, Adam Barnes, Kelly Barnes, Jeanne Garlock, Mary Ann Smith-Williams, Derry Jackson, Don Wilkins, and Mike Boesel (Highway Superintendent).

HEARING There was no official hearing this evening.

EMS BOARD REPRESENTATIVE

Mike Catalano, the Wayne County EMS Advisory Board representative, was unable to attend.

GUEST SPEAKER

No guest speaker in attendance this evening.

COMMUNICATIONS RECEIVED

A letter was received from village resident Mary Ann Smith-Williams, with regards to the cars that are continually speeding in front of her home. I instructed the town clerk to create a letter explaining that though we share her concern for safety, this is a state route, in the village, neither of which the town has any jurisdiction over. We have previously requested the NYS Troopers, as well as Wayne County Sheriffs, to up their coverage in that area.

The supervisor suggested to her that she should discuss this situation with the village, as that seems to be the most long-term solution.

After some discussion, Mr. Boesel said that he will put up a digital flashing speed sign as well.

PUBLIC INPUT

Adam Barnes resides at 3009 Bonnie Lane and has concerns about drainage in the Bonnie Lane / Betty Brae u-shaped road area. He addressed concerns not only about the two streets, but also because of water draining into his driveways. Mr. Barnes explained that he wants to spend \$15,000 on a new driveway but first needs help fixing a constant flooding problem. Since their yard is the lowest spot in the area, they want to hook up a drain to an existing neighborhood pipe to carry road water away. However, there are concerns that the pipe might be too small, which could cause water to back up into neighbors' yards or interfere with the nearby airport's land. It was decided after much discussion that to figure out a solution, it would be best if Mr. Boesel visits the property to check the pipe sizes and decide which direction the water should go.

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

**If you are attending a Town Board Meeting and 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.*

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, and sent out to the board members, the Bookkeepers monthly financial report for April 2026. (reflects March's figures)

2. Landfill update: LaBella did do a recent survey and confirmed that the landfill fence was installed over property lines, and although both sides are now staked, repairs are on hold awaiting cost estimates. The supervisor has made it clear to the engineer that we will not be paying for their mistake. Work on the final grading is delayed until the soil dries, as icy conditions were discovered within the pile.

3. Cancer Screening: The supervisor explained that the policy that is required by NYS law will need to be approved later, and town will be using the county policy as a template.

4. Proposed New Health Insurance: The current insurance policy quote for the upcoming year reflects a \$50,000 increase in premiums alone. To help save cost to the town, the broker recommends switching to a Blue Cross Blue Shield Silver plan, which carries a total projected increase of \$38,000. While this new plan includes a \$30,000 deductible funded through an HRA, the actual premium increase is only \$8,340. Some of our workers did max out the plan while most did not, so even though the town must budget for a worst-case scenario, we should see savings in the long run again.

Public Works: Highway Department, Equipment and Facilities:**-Councilman Jim Welch****1. Highway Department Report for April:**

**HIGHWAY SUPERINTENDENT REPORT
FOR TOWN BOARD MEETING
04/23/26**

Since the 3/26/26 Town Board meeting we have completed the following work:

- **Winter Recap** – We made 1 trip since the March meeting. To end this winter season, we have made a total of 111 trips out of the barn. A comparison to this point of the past 6 winter seasons is below:

- | | |
|--------------------------|--------------------------|
| ○ April 2025 – 119 trips | April 2024 - 50 trips. |
| ○ April 2023 – 59 trips. | April 2021 – 71 trips |
| ○ April 2022 – 92 trips. | April 2020 – 88.5 trips. |

Other miscellaneous items include:

- **Salt Orders** – We have not ordered any salt since February 12th. For the season, we used 2220 tons of salt. 1567 tons from our 1300-ton allotment from Joint WC/OC Contract, or approximately 120%, and 652 tons from our 1300-ton allotment with OGS, meeting our minimum 50%. Our new salt allotment requests are due May 1st.
- **CHIPS/PAVE/EWR/POP Funding** – The NYS 26-27 Budget has still not passed. The Governor had proposed to maintain our transportation funding, however, through the negotiation process, the Assembly and Senate both proposed increasing our funding levels. I expect that we will be receiving similar annual funding amounts for our CHIPS, PAVE, EWR and POTHOLE. I hope to get official totals from NYS DOT in the coming weeks.
- **Inspections:**
 - Fire Extinguishers – all Hwy Dept fire extinguishers were inspected on 4/17/26 by P.A.T.I.
 - Vehicle Inspections – all Hwy Dept vehicles received annual inspections over the past two weeks.
 - Chainfall Inspection – our annual chainfall inspections are scheduled for inspection in May.
 - Lifting Chains - all our lifting chains are being scheduled for inspection in May by Cook Iron.
 - Oil/Water Separator – annual pump-out is in the process of being scheduled.
- **Winter Equipment and Yard Cleanups** – Most of our winter equipment was serviced and slowly put away over the past couple weeks, including cleaning and spraying our sanders/salters and painting plow equipment. We have also completed road sweeping and our yard damages from snowplowing.
- **Mowing** – We have been brush-mowing on the following roadways: Schilling, Desmith, Harris, Stafford, Quaker, Division. Our roadside mowing program will be starting again in mid-May with Chris Bratt returning.
- **Town Hall** – We cleaned up the yard from the winter season, repaired plow damage, rolled the lawn and have since started mowing already.
- **Training/Personnel** – Next Thursday morning, 4/30/26, the entire crew is attending a Work Zone Safety Seminar here in the Palmyra Town Hall. This is a free seminar put on by our insurance provider, NYMIR. I understand about 90+ are registered for the event, including our entire crew.

- **Fuel Island Project** – No work has been performed on the Fuel Island since late last year. However, I inquired with LaValley Brothers yesterday now that Spring is here. There is a punch list that has been developed by the Pal-Mac CSD Project Engineer that will start to get addressed soon.
- **Truck Barn – Hose Bib Project** – The NYS DOH approved our Backflow Prevention application that was submitted in February. We recently received the materials we ordered for the project and intend to start working on the project over the coming weeks.
- **New Equipment** – On 4/17/26, we picked up our new 2026 Felling Deck-over 55,000 trailer-see pics. Thank you for this purchase. We intend to sell our 1990 International trailer via RTI Auction online in the coming weeks.
- **Village Budget** – It's Village budget season and I understand there was a VB meeting this past Monday 4/20/26. The Village Highway CSEA Union Contract is also set to expire on 5/31/26.

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



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 April. (reflects March's figures)

2. Town Clerk Report for April: The clerk will combine the April and May reports, but final collection for Town & County taxes was \$5,305,790.00, earning \$7,255.00 in interest for the Town. All balanced perfectly with the county treasurer. The clerk just returned from NYSTCA training in Albany.

3. Grants Update: After receiving more direction on proposed town projects at the last board meeting, Councilman Pipitone, TC Irene Unterborn, Deputy TC Amanda Hill, Highway Superintendent Mike Boesel, and Scott DeRue from WC Soil & Water met on April 7th, to discuss what may come next. The town clerk and deputy later met with MRB on April 14th to discuss those ideas, and we are waiting for answers regarding grants for Town Hall green projects (HVAC, Geothermal, roof solar panels, lighting etc) and a salt barn. To update you on Village grant, they were unfortunately not awarded the grants through NYS.

Town Building and Grounds Committee:

– Councilmen Cook & DeRue and
Town Clerk Irene Unterborn

1. Building Update: The gutters have been cleaned and the grounds mulched as part of a general spring clean-up, leaving the exterior in good condition. Mr. Cook will contact Andy Jacobs this week regarding a broken concrete on the south side accessible entrance.

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

- Councilman Todd Pipitone

1. Comprehensive Plan: You can view the plan at www.palmyrany.com/comprehensive-plan . We have passed the Pro-Housing resolution which allows us to start looking for grants in 2026!

2. CEO Report for April: Code Enforcement Officer Pat Sheridan submitted a report to the Board Members that includes a list of building permits and certificates for 03/24/2026 through 04/21/2026.

3. Minutes from Zoning Board Meeting on April 9th, 2026: Minutes were shared with the board.

4. Minutes from the Planning Board Meeting on April 13th, 2026: Minutes were shared with the board.

The supervisor wanted to note that the Town of Marion recently requested assistance after their code enforcement officer resigned, leaving them without immediate coverage. In a spirit of neighborly cooperation, the supervisor authorized our own officer, Pat, to support Marion for three to four hours a week for one month while they searched for a replacement. If a permanent solution isn't found within that timeframe, the towns might

have to move to a formal contract involving reimbursement, even though the board currently views this as a vital gesture of mutual aid that they hope would be reciprocated if roles were reversed.

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

1. Codification: No update at this time

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

1. Assessor's Report for April:

**Assessor's Office Report
April 2026**

Current Projects

- Special Franchise Value Updates from state
- Preparing Charge Backs – notices mailed
- Assessment Change Notices Prepared - mailed
- Exemption determination letters prepared & mailed
- State star removals – notices mailed
- Sales Processing
- Preparing our files for Tentative Roll – submitted & Balanced

March Sales Activity

- 13 total sales: 4 Village, 9 Town.
- No parcel split/merge requests.

The following are the sales/transfers for March

March 2026 Sales/Transfers						
MAP #	HS #	STREET	**	SALE \$	SALE DATE	TAV 2025
64111-12-966584	316	Vienna		180,000	3/11/2026	146,000
64112-10-408610	401	W Jackson		265,000	3/13/2026	171,200
64111-11-710662	122	Cuyler	**	2/0	3/20/2026	209,800
64111-11-587588	142	W Jackson	**	2/0	3/20/2026	159,800
64111-15-578465	380	Birdsall	**	228,000	3/27/2026	168,400
66111-09-171586	4280	Route 31	**	159,600	3/6/2026	149,400
66111-14-265385	4331	Route 31		245,000	3/6/2026	139,800
64112-00-527421	000	Maple	**	0	3/9/2026	65,600
65111-00-653645	000	Route 31	**	5,000	3/10/2026	6,800
64112-15-502328	2018	Maple	**	120,000	3/12/2026	159,200
64111-00-346823	2812	Quaker		385,000	3/23/2026	222,100
65111-00-672656	3871	Route 31	**	0	3/24/2026	137,200
64112-15-536264	1971	Meadow		265,000	3/27/2026	160,300

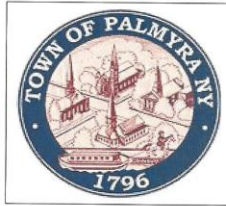
66111-09-176548	4288	Route 31		125,000	3/31/2026	91,900
TAV - Total Assessed Value			**	Indicates a Non-Arm's Length sale/Transfer		

Please let me know if you have any questions.

Thank you, The Assessor's Office

GENERAL INFORMATION

The town is hosting an e-waste event on May 6th & May 7th. Details below:



Town of Palmyra

1180 Canandaigua Rd. Palmyra NY 14522

315-597-5521 www.palmyrany.com

Highway Department 315-597-5532

E-WASTE EVENT

Weds., May 6th from 6:30 AM to 4:00 PM

Thurs., May 7th from 6:30 AM to 4:00 PM

Palmyra Residents can drop off the
following electronic items at the

Palmyra Highway Department
131 Kent St., Palmyra NY 14522

Computers (Laptops & Desk Tops) — Monitors/TVs — Flat Screen & CRTs
Computer Accessories — Cables & IT Accessories
Computer Storage Devices—External hard drives,
Solid State Drives - Computer Power Supplies — Printers — Scanner
Gaming Devices — Network Devices— Computer peripherals
Circuit boards/Cards — Media Speakers— Cell Phones— Tablets
PDAs— MP3 Players— Cameras—And More!

Check <https://www.sunnking.com/acceptable-materials>

TOWN AGENDA ITEMS

1. Approve: All Town Reports for April: 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 April 2026.

Second: Brad Cook Vote: 4 Ayes. Carried

2. Approve: Hearing date for LOCAL LAW #1 – 2026 “Real Property Tax Levy Limit”: Todd Pipitone made the motion to approve a public hearing of the Palmyra Town Board in the County of Wayne and State of New York on May 28, 2026, at 7:00 PM at 1180 Canandaigua Rd, Palmyra, New York, to discuss the proposed Local Law #1-2026 “Real Property Tax Levy Limit”. **This is an annual law per NYS!**

Second: Doug DeRue Vote: 4 Ayes. Carried

3. Approve: Resolution #8-2026 Leave for Cancer Screening: Todd Pipitone made the motion to approve Resolution #8-2026 Leave for Cancer Screening, as written:

Second: Jim Welch Vote: 4 Ayes. Carried

**RESOLUTION #8-2026
LEAVE FOR CANCER SCREENING**

WHEREAS legislation enacted in August 2006 (Chapter 566, Laws of 2006) amended the Civil Service Law to entitle Town employees to take up to four hours of paid leave annually for screening for breast/prostate cancer. This provision took effect on September 15, 2006; and

WHEREAS, effective March 18, 2018, legislation amended the law to include screening for all cancers; and

WHEREAS, section 159-b of the Civil Service Law entitles any municipal or school district employee to have a paid, excused leave of absence from his or her duties for a sufficient period of time, not to exceed four hours, without charge to leave credits for cancer screening, to undertake a screening for cancer of any kind; and

WHEREAS the purpose of the amended law is to encourage individuals to be screened regularly for all types of cancer by providing time off from work. Travel time is included under this four-hour cap. Absence beyond the four-hour cap must be charged to sick/leave credits. The benefit is available to all employees for the full year calendar. Leave for cancer screening is not cumulative; unused leave cannot be carried over from year to year.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF PALMYRA AS FOLLOWS:

- Employees are entitled to a leave of absence for cancer screening scheduled during the employee's regular work hours.
- Employees who undergo screenings outside their regular work schedule do so on their own time. For example, employees are not granted compensatory time off for cancer screenings that occur on a pass day or a holiday.
- Sufficient medical documentation is required to support the employee's absence for the purpose of cancer screening.
- Leave must be approved prior to being taken, and the Cancer Leave Form must be completed and submitted with your timesheet for the period in which you use cancer screening leave. If form is not included with timesheet you will be charged accruals, accruals will be restored once completed form is submitted.

Duly moved and carried by the Town Board of the Town of Palmyra on April 23rd, 2026.

4. Accept: Resignation Letter from Current Animal Control Officer:

Todd Pipitone made the motion to accept the resignation letter of Palmyra Animal Control Officer, Tracey Brown, effective April 23, 2026.

Second: Doug DeRue Vote: 4 Ayes. Carried

5. Approve: Appoint Animal Control Officer: Todd Pipitone made the the motion to appoint Derick Baker as the Palmyra Animal Control Officer commencing April 23rd, 2026, through December 31, 2026. Seconded by Brad Cook and a roll call vote was requested.

Councilman Brad Cook	AYE
Councilman Jim Welch	AYE
Councilman Doug DeRue	AYE
Councilman Todd Pipitone	AYE
Supervisor Gary Rose	AYE

Vote: 5 Ayes. Carried.

It was explained that as he is a highway employee already, any calls etc would have to be done after highway hours, or his own accruals would need to be used.

6. Approve: Appointment of Wayne County Humane Society as Recipient from Dog Licensing Donations: Todd Pipitone made the motion to name Wayne County Humane Society as recipient of donations received by the town from the public also paying dog licensing.

("Section 109 of the agriculture and markets law, was amended by section 4 of part T of chapter 59 of the laws of 2010, paragraph (b) of subdivision 1 as amended by chapter 349 of the laws of 2018, subdivision 3 as amended by chapter 446 of the laws of 2012." Became effective December 2025 allowing for donations to be collected by towns:

Second: Doug DeRue Vote: 4 Ayes. Carried

7. Approve: Declare the 1990 International Trailer as surplus: Jim Welch made the motion to declare the Palmyra Highway Department's 1990 International Trailer as surplus.

Second: Todd Pipitone Vote: 4 Ayes. Carried

8. Approve: Contract for Additional Service Hours with Integrated Systems: Todd Pipitone made the motion to approve the contract with Integrated Systems for an additional 50 service hours, not to exceed \$5,000.00. This is a budgeted item.

Second: Doug DeRue Vote: 4 Ayes. Carried

MOTION TO APPROVE TOWN CLAIMS AND EXPENDITURES

Todd Pipitone made the motion to approve the April 2026 Vouchers #2026-379 through #2026-465, totaling \$302,705.59 as noted below:

<u>Abstract Total of Vouchers Pre-Paid:</u>	
GENERAL FUND	\$ 162.49
PART TOWN	\$ 107.23
DA HIGHWAY	\$ -
Total	\$ 269.72

<u>Abstract Total of Vouchers Un-Paid:</u>	
GENERAL FUND	\$ 30,387.58
PART TOWN	\$ 13,279.75
DA HIGHWAY FUND	\$ 6,934.29
DB HIGHWAY FUND	\$ 10,851.34
PALMYRA HWY FACILITY	\$ 10,228.47
GARNSEY LANDFILL	\$ 230,754.44
Total	\$ 302,435.87

Before the meeting was closed, Mr. Jackson asked what would happen to the house that burned down in East Palmyra, as it is now an eyesore. Ms. Garlock said she spoke to the owner and thought that they would clean it out in the next month. It was agreed that the best thing to do would be to call code enforcement.

Mr. Wilkins asked if there was any way that the fence near the old Cobblestone school and cemetery could be replaced. Mr. Rose said that it has already been discussed, they are in favor of it, and it is preferred that a fence that allows the leaves to blow away through it will be chosen to replace the old one.

MOTION TO ADJOURN TOWN BOARD MEETING

At 7:38 PM, Todd Pipitone made the motion to adjourn the meeting.

Second: Jim Welch

Vote: 4 Ayes. Carried

Respectfully submitted,

Irene Unterborn
Palmyra Town Clerk

Next Meetings:
REGULAR TOWN BOARD MEETING
Thursday, May 28, 2026 7:00 PM
Palmyra Town Hall