

**SPECIAL MEETING OF THE TOWN BOARD
PALMYRA TOWN HALL
November 6th, 2025**

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

**LEGAL NOTICE
TOWN OF PALMYRA
SPECIAL BOARD MEETING**

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Palmyra will have a Special Town Board Meeting on Thursday November 6th, 2025, at 7 PM, at the Palmyra Town Hall, 1180 Canandaigua Rd, Palmyra, New York for the purpose of adopting a final 2026 Palmyra Town Budget.

FURTHER NOTICE IS HEREBY GIVEN, that this meeting is called to transact business related to the above topic, as well as any other business that may come before the Town Board.

Dated: October 24, 2025

*Irene E. Unterborn
Palmyra Town Clerk*

At 7:00 P.M., Supervisor Gary Rose called to order the special town board meeting scheduled for Thursday, November 6th, 2025, at the Palmyra Town Hall, 1180 Canandaigua Road, 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, Deputy Supervisor
Doug DeRue, Councilman
Todd J. Pipitone, Councilman

Councilman Brad Cook was absent.

ATTENDANCE

Casey Carpenter from the Times of Wayne County was in attendance.

COMMUNICATIONS RECEIVED

Two letters were received from the WCWSA. The first was to notify the public of the changes to rates in 2026. The cost of water within the WCWSA area will increase from \$5.50 to \$6.00 per thousand gallons purchased, and the basic service charge will increase from \$32.00 to \$35.00 per quarter.

The second letter (below) was to notify the public that they will no longer be able to pay their bills at any of the town clerk's offices beginning January 1st, 2026, but only at the following locations:

**ATTENTION****WAYNE COUNTY WATER AND SEWER AUTHORITY
CUSTOMERS**

**As of January 1, 2026, all payments of WCWSA water and sewer bills
will be accepted at the following sites only:**

In Person:

- Water Authority Operations Center, 3377 Daansen Road, Walworth, from 8 a.m. to 4:30 p.m.

Secure Drop Boxes:

- Authority Operations Center driveway, 3377 Daansen Road, Walworth
- Town of Sodus, in the parking lot behind the Sodus Municipal Building
- Town of Lyons, by the pharmacy at Dobbins Drugs, 42 William Street
- Village of Palmyra, on the Village Hall Building, 144 East Main Street

Additional Options:

- Payments can be mailed to the Authority at 3377 Daansen Road, Walworth, NY 14568
- Payments can be made on line or by phone. Visit the Authority Website at www.wcwsa.org for more information.

PUBLIC INPUT * None that evening.

Board notes - 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.*

REPORTS OF STANDING COMMITTEES

Reports will be given at the Regular Town Board Meeting of November 25th, 2025, 7:00 PM, at the Palmyra Town Hall.

GENERAL INFORMATION

None for this evening.

AGENDA ITEMS

1. Approve: Final 2026 Budget: Todd Pipitone made the motion to approve the Final 2026 Budget. Copies of the Preliminary 2026 Town Budget were available for public inspection since approval of it at the Town Board meeting on September 25th, 2025. This was seconded by Doug DeRue, and a roll call vote was requested.

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

Vote: 4 Ayes. Carried

2. Approve: RESOLUTION #23-2025: A Resolution In Support Of Congressman Nick Langworthy's Energy Choice Act (H.R. 3699, S. 1945) And

in Opposition To Government-Mandated Natural Gas Bans: Todd Pipitone made a motion to approve Resolution #23-2025: A Resolution In Support Of Congressman Nick Langworthy's Energy Choice Act (H.R. 3699, S. 1945) And in Opposition To Government-Mandated Natural Gas Bans, as written:

Second: Doug DeRue

Vote: 4 Ayes. Carried

RESOLUTION #23-2025: A RESOLUTION IN SUPPORT OF CONGRESSMAN NICK LANGWORTHY'S ENERGY CHOICE ACT (H.R. 3699, S. 1945) AND IN OPPOSITION TO GOVERNMENT-MANDATED NATURAL GAS BANS

WHEREAS, affordable and reliable energy is essential to the health, safety, and economic prosperity of New York families, businesses, and communities; and

WHEREAS, natural gas remains a dependable, cost-effective, and clean-burning energy source used by millions of New Yorkers to heat their homes, cook their food, and power their businesses; and

WHEREAS, in 2019, New York State enacted the Climate Leadership and Community Protection Act (CLCPA), which mandates aggressive emissions reductions and serves as the foundation for sweeping energy restrictions, including efforts to phase out natural gas; and

WHEREAS, building on the CLCPA, Governor Kathy Hochul and the New York State Legislature in 2023 enacted provisions in the state budget banning natural gas and other fossil fuel hookups in most new residential and commercial buildings, effective 2026 for smaller buildings, and 2029 for larger buildings, thereby eliminating consumer choice and limiting access to affordable energy; and

WHEREAS, Governor Hochul has publicly supported these bans and related measures as part of her administration's climate and energy agenda, despite widespread concerns that such mandates will increase costs, strain grid reliability, and restrict energy diversity; and

WHEREAS, these top-down policies undermine affordability, threaten reliability during peak demand, and strip away the freedom of consumers and businesses to choose the energy sources that best meet their needs; and

WHEREAS, Congressman Nick Langworthy of New York and Senator Jim Justice of West Virginia introduced the Energy Choice Act (H.R. 3699, S. 1945), federal legislation that ensures state and local governments cannot restrict consumer access to natural gas and other affordable energy sources, thereby protecting freedom of choice for New Yorkers and all Americans; and

WHEREAS, the Energy Choice Act would safeguard households, small businesses, hospitals, farmers, and manufacturers from harmful government overreach and preserve access to an “all-of-the-above” energy strategy that strengthens reliability and affordability;

NOW, THEREFORE, BE IT RESOLVED, that the Palmyra Town Board strongly supports the Energy Choice Act as introduced by Congressman Langworthy (H.R. 3699) and Senator

Justice (S. 1945) and stands firmly opposed to New York State's natural gas bans, the CLCPA-driven restrictions, and other state energy mandates that eliminate consumer choice; and

BE IT FURTHER RESOLVED, that the Palmyra Town Board urges Congress to pass the Energy Choice Act to defend consumer choice, protect energy affordability, and preserve reliable access to natural gas for New Yorkers; and

BE IT FURTHER RESOLVED, that copies of this resolution be sent to Congressman Nick Langworthy, Senator Jim Justice, the New York Congressional delegation, Senators Chuck Schumer and Kirsten Gillibrand, Governor Kathy Hochul, and leadership of the New York State Legislature.

By Order of the Town Board at a Meeting on November 6th, 2025

3. Approve: RESOLUTION 24-2025: PERMISSION TO COMMENCE LEGAL ACTION AGAINST PARTICULAR PROPERTY OWNERS 3031 & 3514 NORTH CREEK ROAD: Todd Pipitone made the motion to approve Resolution #24-2025 granting permission to commence with legal action against particular property owners at 3031 & 3514 North Creek Road, as written:

Second: Jim Welch

Vote: 4 Ayes. Carried

**RESOLUTION #24-2025: PERMISSION TO COMMENCE LEGAL ACTION
AGAINST PARTICULAR PROPERTY OWNERS AT
3031 & 3514 NORTH CREEK ROAD**

WHEREAS the Town Code Enforcement Officer has issued a Notices of Violation to the property owners at 3031 & 3514 North Creek Road; and

WHEREAS the Code Enforcement Officer does not believe the two properties will be brought into compliance within a reasonable amount of time absent from formal legal action; and

WHEREAS, the New York Supreme Court has jurisdiction to issue injunctive relief against the property owners of 3031 & 3514 North Creek Rd, ordering these owners to clean up the properties and the Town Board desires to authorize its Deputy Town Attorney, David Hou, of Bond, Schoeneck & King, PLLC to commence legal action to obtain such relief; and

NOW, THEREFORE, be it resolved, that the Deputy Town Attorney, David Hou, of Bond, Schoeneck & King, PLLC, is hereby authorized to commence legal action against both the owners of 3031 & 3514 North Creek Road, before the New York Supreme Court for the County of Wayne, to obtain an injunction ordering said owners to immediately bring these properties into compliance with the Town Code and NY Property Maintenance Code.

By Order of the Town Board at a Meeting on November 6th, 2025

4. Approve: Resolution #25-2025 TO ACCEPT AND FORMALIZE COMPENSATORY TIME AND FLEXIBLE WORK SCHEDULE POLICIES:

Todd Pipitone made a motion to accept Resolution #25-2025: Accepting and Formalizing of Comp Time and Flexible work Schedule Policies, as written:

Second: Jim Welch

Vote: 4 Ayes. Carried

**RESOLUTION #25-2025:
RESOLUTION TO ACCEPT AND FORMALIZE COMPENSATORY TIME AND
FLEXIBLE WORK SCHEDULE POLICIES**

WHEREAS, the Town of Palmyra has historically permitted certain employees to utilize compensatory time and flexible work schedules on an informal, as-needed basis; and

WHEREAS, a review of the Town's personnel practices has determined the need to codify these informal practices into formal, written policies to ensure consistent administration, provide clear guidance to employees and supervisors, and comply with all applicable state and federal labor laws; and

WHEREAS, formalizing these policies offers benefits to both the Town and its employees by promoting work-life balance, improving morale, and providing flexibility in managing staffing needs and project deadlines; and

WHEREAS, the Town Board desires to officially accept and implement the formal Compensatory Time Policy and Flexible Work Schedule Policy, below:

Town of Palmyra Compensatory Time Policy

Definition: *Comp time, short for compensatory time, is where the employer provides their employees with additional time off from work in lieu of receiving overtime pay.*

Eligibility: *Non-exempt hourly employees who are paid overtime are eligible for compensatory time off.*

Earning Rate: *Comp time is earned at a rate of 1.5 hours for every overtime hour worked.*

Usage: *Employees may use comp time for any purpose, but scheduling and usage must be approved by their supervisor and follow standard procedures.*

Accrual Limits: *The maximum number of comp time hours an employee can accrue is 40 which is equal to 26.75 overtime hours. This is per calendar year.*

Record Keeping: *Employers must maintain accurate records of earned and used comp time.*

Unused Comp Time: *Should there be unused comp time at the end of the calendar year, the employee has the option to be paid out. However, when choosing this option, you will not be able to accrue comp time the next calendar year.*

Termination Payout: *The Town will pay out any accrued but unused comp should an employee leave employment.*

Town of Palmyra Flexible Work Schedule Policy

Definition: The expectation is that you will work your normally scheduled hours that have been set by your Department Head. That being said, there are times when the job necessitates working alternate hours or you personally need time off during your workday without using your paid time off. Flextime refers to working an alternate schedule but still staying within your biweekly total number of hours. For example, if the employee has to attend a 2 hour meeting after their normal scheduled hours they can take 2 hours off during their normal scheduled hours.

Eligibility: All employees are eligible provided they have Department Head approval.

Earning Rate: Flextime is paid at the employee's normal hourly rate.

Usage: Employees may use flextime for any purpose but scheduling and usage must be approved by their Department Head and follow standard procedures. It is the Department Head's responsibility to ensure flextime is used in a fair and equitable manner for the Town and employee. This means the needs of normal Town business can be met while doing the best to accommodate the employee's request.

Accrual Limits: There is no accrual. Hours do not carry over into the next pay period.

Record Keeping: Actual time worked needs to be properly recorded on the employee's timesheet.

NOW, THEREFORE, BE RESOLVED, by the Town Board of the Town of Palmyra, that the Town Board hereby accepts and adopts the "Town of Palmyra Compensatory Time Policy" and the "Town of Palmyra Flexible Work Schedule Policy," as written; and

NOW, THEREFORE, BE IT ALSO RESOLVED, The Town Bookkeeper is directed to incorporate these policies into the Town's official Employee Handbook and to make them available to all employees.

By Order of the Town Board at a Meeting on November 6th, 2025

The bookkeeper and highway superintendent have figured out the best way to keep track of DB & DA Highway accounts and will be reconciled monthly. This policy shall begin on January 1st, 2026.

5. Approve: Purchase of 25 NYS E-Z Passes: Todd Pipitone made a motion to approve the purchase (for resale) of 25 E-Z Passes, not to exceed \$525.00. This is a budgeted purchase.

Second: Doug DeRue

Vote: 4 Ayes. Carried

6. Approve: Purchase of 50 service hours from Integrated System: Todd Pipitone made the motion to approve the Purchase of 50 service hours Integrated System, not to exceed \$4,750.00. This is a budgeted purchase.

Second: Jim Welch

Vote: 4 Ayes. Carried

MOTION TO ADJOURN

At 7:08 PM, Todd Pipitone made the motion to adjourn the meeting.

Second: Doug DeRue Vote: 4 Ayes. Carried

Respectfully submitted,

Irene E. Unterborn
Palmyra Town Clerk

NEXT Meetings:

REGULAR TOWN BOARD MEETING

Tuesday, November 25th, 2025
7:00 PM – Palmyra Town Hall

REGULAR TOWN BOARD MEETING

Tuesday, December 23rd, 2025
7:00 PM – Palmyra Town Hall