VILLAGE OF PALMYRA
BOARD OF TRUSTEES
October 5, 2026 6:00 PM
REGULAR MEETING

ROLE CALL – Present: Mayor Perry, Trustee Luke, Deputy Mayor Leo, Trustee Denniston, Trustee Parkison, Attorney St. Martin was absent.

OTHER ATTENDEES – David Trombino, Debi Price Murray, Kathryn Woodlock, Dave Freeland, Kim C., Mikel Hallings, Nick Dandino, Mark Henning, Tracy Murphy, Augie, David Husk, Robin Knorr, Tracy Vanderwall, Kathy Pray, Rachel Henning, Gigit Graham, Linda Valley, Adam Erway, Kammy Catchman, Anne Marie Short, Molly Budziszewski

PLEDGE OF ALLEGIANCE –

CALL TO ORDER – Mayor Perry called the meeting to order at 6:00pm

REGULAR MEETING –

PUBLIC COMMENT –

Gigit Graham – Police Department: Ms. Graham followed up regarding a September 1 FOIL request and discussed Police Department legal expenses, budget funding for those expenses, legal costs related to an ongoing Highway personnel matter, and funding for the School Resource Officer (SRO)/Officer in Charge position.

Mayor Perry provided clarification regarding the SRO/OIC position, including the separate school and Village-paid hours, and noted that the arrangement had been reviewed with legal counsel.

Clerk-Treasurer Shaffer clarified that the FOIL request had been acknowledged by email on September 8 with an anticipated response date of October 6.

*** Ms. Graham was provided a follow-up response via email on October 6, 2026, regarding the questions raised during public comment. The response confirmed the status and response timeline for her September 1 FOIL request; addressed questions regarding legal expenses and related budget considerations; clarified that the Highway matter remains an ongoing personnel matter and that no related legal invoices had yet been received; confirmed the separate school and Village funding of the SRO/OIC hours; and requested additional information regarding the unidentified $6,000 expense referenced during public comment.*

Anne Marie Short – Fire department, budget: Ms. Short identified several apparent formula discrepancies in the adopted budget document. Clerk-Treasurer Shaffer clarified that the individual account lines appeared accurate and agreed to review the identified formulas and totals.

Ms. Short also asked about Fire Department apparatus, including the out-of-service ladder truck. Discussion included repair and replacement costs, mutual aid, available apparatus, and the proposed transition to a fire district. Mayor Perry stated that the Board supports the transition and is awaiting further progress.

Ms. Short asked about the status of previously discussed changes to public comment procedures. Mayor Perry stated that the matter remains under review.

Several audience members also participated in the discussion, raising questions regarding Fire Department equipment, staffing, mutual aid, hydrants, and water pressure. Village and Fire Department representatives provided clarification.

APPROVAL OF MINUTES –

MOTION TO APPROVE September 21, 2026 minutes as submitted made by Deputy Mayor Leo, seconded by Trustee Luke. Votes, 4 ayes, CARRIED.

APPROVAL OF ABSTRACT –

MOTION TO APPROVE 5A Vouchers 27-00254 through 27-00283 for $35,766.25 made by Trustee Denniston, seconded by Trustee Parkison. Votes, 4 ayes, CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION –

Tracy Murphy (Historic Palmyra) – Upcoming Events: Ms. Murphy, Executive Director of Historic Palmyra, provided Board members with the organization's latest newsletter and shared updates on upcoming events. Historic Palmyra will host its annual Sibyl Phelps Birthday celebration on October 10 and its Famous Cemetery Tour on October 17, with tours beginning at 5:30 p.m. and 7:30 p.m.

Ms. Murphy also reported strong visitor activity, including visitors from outside the United States, and discussed Historic Palmyra's continued efforts to direct visitors to local businesses and attractions.

TRUSTEE REPORTS –

Trustee Parkison: Code reports two permits issued, ten inspections completed, and three violation letters sent. He also shared upcoming American Legion events, including a steak dinner on October 3 from 5:00–6:00 p.m., an event at the Post on October 11, and the annual Turkey Party on October 24 beginning at 4:00 p.m. He also noted that the Hometown Heroes event is planned for December, with the date to be announced.

Trustee Denniston – Highway Department: Water work on Tremont Street is complete, with drainage work remaining. Concrete work related to the ADA mat replacements along West Jackson, Fayette and East Main Streets is scheduled for

tomorrow. Ricelli plans to repave West Jackson, East Jackson, Fayette, and Throop Streets early next week. The Highway Department also completed parking lot restriping at the Marina and Village Park.

Trustee Luke: All Village fire hydrants have been flushed. Trick or Treat on Main Street will be held October 24 from 2:00–4:00 p.m. Planning has also begun for the annual holiday celebration to be held on Small Business Saturday at the Village Park.

Trustee Luke and Clerk-Treasurer Shaffer met with representatives from Wayne County Water & Sewer Authority and MRB Group to review Village water and sewer infrastructure needs. Priorities discussed included:

- **Priority #1 – Burnham Heights Emergency Water Connection:** Repair of the pressure-reducing valve, estimated at approximately $25,000**.**
- **Priority #2 – Cellular Water Meter Installation Project:** Complete the remaining meter replacements, with approximately $52,000 in equipment still to purchase and installation costs estimated at approximately $150 per meter**.**
- **Priority #3 – Water & Sewer Planning/Improvements:** Consider a comprehensive water system/treatment plant study, estimated at approximately $50,000**,** to establish long-term priorities and support future funding opportunities. Sewer improvements were also discussed, including potential 0% hardship financing and grant funding**.**
- **Priority #4 – Water Main Replacement:** Longer-term replacement of undersized 4-inch water mains, with major water infrastructure improvements estimated at approximately $15–$20 million.

The immediate focus needs to be addressing the Burnham Heights emergency connection before moving on to the remaining priorities.

Deputy Mayor Leo: The Fire Department will visit the Primary School on October 9 for a fire prevention presentation. The annual Pancake Breakfast will be held October 11. The Ladies Auxiliary will hold a Craft & Bake Sale on October 17 from 10:00 a.m.–2:00 p.m.

Chief Hallings also requested that old fire hose be declared surplus, consisting of approximately 200 feet of 1¾-inch hose and 200–300 feet of 3-inch hose. A complete list will be provided to the Village.

> **MOTION TO DECLARE** outdated fire hose as surplus, pending a complete list of included items, made by Deputy Mayor Leo and seconded by Trustee Parkison. Votes, 4 ayes, CARRIED.

Mayor Perry – Buildings & Grounds: Routine buildings, grounds, and mowing work continued. The Cemetery had one burial and one foundation. Tree removal was completed on Gates Street and Jackson Street, and street trees along West Jackson Street were trimmed in preparation for upcoming milling and paving.

Four additional trees located near power lines are scheduled for removal in coordination with NYSEG, representing a savings of $10,000–$12,000 to Village taxpayers.

Work on Village light poles continued, including the ongoing insurance claim related to the damaged light pole in front of the Village Hall. The Comfort Station will close following the end of the canal navigation season.

DEPARTMENT HEAD REPORTS –

Timothy Bryant *(Officer in Charge)* – Police: The Police Department handled 417 calls for service in September, including 168 property checks, 79 traffic stops, 33 details, 31 citizen assists, 20 tickets, 12 traffic complaints, and 10 property-damage accidents.

Traffic enforcement continues on Canandaigua and West Jackson Streets, with West Foster Street also being monitored during school dismissal. The Department continues to utilize the speed trailer and is exploring options for collecting traffic volume and speed data.

OIC Bryant discussed ongoing efforts to inventory and dispose of excess and outdated Police Department equipment. The Board approved the surplus of 15 excess handgun-mounted flashlights, originally purchased at approximately $2,200 total. Additional equipment dating back several decades, including old radios and other unused items, is being inventoried, with a complete surplus list to be presented to the Board.

During the inventory process, approximately 25 firearms were discovered that had previously been authorized for surplus but had not yet been disposed of. These firearms will now be sold or traded in, with pricing obtained from the Village's firearms dealer prior to disposition. The Wayne County Sheriff's Office has expressed interest in purchasing some of the firearms.

The Department will also partner with the Macedon Police Department for upcoming firearms training and twice-annual officer qualifications.

> **MOTION TO DECLARE** fifteen (15) TRX7 Streamlights as surplus, valued at $100.00 each, made by Trustee Luke, seconded by Trustee Parkison. Votes, 4 ayes, CARRIED.

Aubrey Shaffer – Clerk's Office: Twenty-six (26) FOIL requests were completed during the month of September. Work continued on bank reconciliations and a thorough review of the Village's Chart of Accounts began to correct inconsistencies in account numbers and descriptions.

Village taxes remain collectible through the end of October, with any unpaid taxes to be relevied to Wayne County in early November.

At the Board's request, Suzie Smith's recent public comment presentation will also be shared on the Village website/social media.

OLD/NEW BUSINESS –

MOTION TO APPROVE proposal from Wayne County Water & Sewer Authority to rebuild the emergency backup water connection / pressure-reducing valve (PRV) vault near the intersection of Burnham Heights and Route 31 made by Trustee Luke, seconded by Trustee Denniston. Votes, 4 ayes, CARRIED.

EXECUTIVE SESSION –

As there were no further regular items to be discussed, a motion was made by Trustee Denniston, seconded by Trustee Parkison to enter Executive Session for discussion regarding personnel matters at 6:48pm with no vote to be held after Executive Session. Vote, 4 ayes. CARRIED.

Mayor Perry declared the return to public session at 7:30pm.

ADJOURNMENT –

Motion was made by Trustee Denniston, seconded by Trustee Luke to adjourn at 7:30pm. Vote, 4 ayes. CARRIED.

Respectfully submitted,
Aubrey Shaffer, Clerk-Treasurer

NEXT MEETING –

Next meeting will be October 19, 2026 at 6:00pm at the Village Hall.

Please be courteous to those who are speaking and not talk amongst yourselves. If you need to have a conversation, please step into the hallway so that you do not disturb others who are trying to listen.