

Draft Agenda

VILLAGE OF PALMYRA
BOARD OF TRUSTEES
April 20, 2026 6:00 PM
PUBLIC HEARING AND REGULAR MEETING

ROLE CALL –

OTHER ATTENDEES –

PLEDGE OF ALLEGIANCE –

PUBLIC HEARING –

What is a Public Hearing? Many statutes require the holding of a public hearing before a public body (Village Board) may take a specific action. Perhaps the most well-known public hearing requirement is for enacting or possibly changing local laws.

Why are public hearings required? When attempting to divine the requirements for conducting public hearings, it is necessary to consider the two most important reasons for requiring public hearings.

- To ensure that the Village Board charged with taking action on a particular issue is fully aware of the public's sentiment about the proposed action.
- To give the public an opportunity to voice their concerns, opposition, or support for the proposed action.

The difference between a Regular meeting and a public hearing meeting is a regular meeting, is the convening of a quorum of a board for the purpose of conducting business in public. A Public Hearing is a meeting of the board, at which the public must be allowed to comment only on the matter of the public hearing.

May restrictions be placed on public comment? Anyone who wishes to speak at the public hearing must be given the opportunity to speak. However, there are some restrictions that the board may place upon participation at the public hearing. The Board generally must limit comments to the topic of the public hearing. Also, the board may impose reasonable time limits on those requesting to speak on the topic of hearing.

Answering questions at the Public Hearing: Members of the village board do not have to answer questions or give analysis at a public hearing. It is to hear comments regarding the topic, in order to make a decision moving forward.

Guidelines for Public comments at a Public Hearing are as follows:

- *Speaker must be recognized by presiding officer to approach the podium.
 - *Speaker must give their name and address.
 - *Speaker must limit their remarks to 3 minutes privilege of the floor,
 - * Speaker may not yield any remaining time they may have to another speaker.
 - * Board members may, with the permission of the presiding officer, interrupt a speaker during their remarks for clarification purposes only.
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LOCAL LAW NO. 3 OF 2026 –

ESTABLISHMENT OF A BOARD OF POLICE COMMISSIONERS PURSUANT TO NEW YORK VILLAGE LAW § 3-308 per the Notice of Public Hearing that was published in the Times of Wayne County on April 12, 2026.

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NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that, pursuant to N.Y. Village Law §21-2100, a public hearing will be held by the Village Board of the Village of Palmyra on April 20, 2026, at 6:00p.m. at 144 East Main Street, Village of Palmyra, County of Wayne, State of New York, to consider whether to adopt Local Law 3 of 2026, titled "A LOCAL ESTABLISH A BOARD OF POLICE COMMISSIONERS PURSUANT TO NEW YORK VILLAGE LAW § 3-308".

All persons interested shall be given an opportunity to be heard. The proposed Local Law is available for public inspection during regular business hours at the Village Clerk's office.

Dated: April 6, 2026

/s/ Aubrey Shaffer
Palmyra Village Clerk

PUBLIC COMMENT –

PUBLIC HEARING – 2026-2027 PROPOSED BUDGET –

The following was posted in the Times of Wayne County on April 12, 2026:

LEGAL NOTICE OF PUBLIC HEARING 2026-2027

The Village of Palmyra will hold a public hearing (in conjunction with the regular board meeting) on Monday, April 20th at 6:00pm. The hearing will be held in the Trustee's Room of the Village Hall, 144 East Main Street, Palmyra, Wayne County, New York.

The hearing is for the purpose of allowing the Village residents to provide the Board of Trustees written or oral comments or ask questions on the tentative 2026-2027 Budget of the Village funds.

Annual compensation proposed to be paid to each member of the Village Trustees is \$6,154; and to the Mayor \$7,694. The Trustee serving as Deputy Mayor receives a \$500 annual stipend for the additional duties. A copy of the "Tentative 2026-2027 Budget" will be on file and available for public inspection in the Office of the Village Clerk during normal office hours.

Aubrey Shaffer
Village Clerk Treasurer

**Please Note: The public hearing notice was prepared in advance, as required by law, using a prior year template that included language referencing Board member raises. Those figures were not included in this year's budget at any time. The Board did not, and does not, intend to take raises this year.*

PUBLIC COMMENT –

CALL TO ORDER –

REGULAR MEETING –

PUBLIC COMMENT – No requests were received by 5:00pm on April 17, 2026.

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APPROVAL OF MINUTES – April 6, 2026 as submitted.

APPROVAL OF ABSTRACT – 11B vouchers 26-00713 through 26-00747 for \$53,478.95.

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION –

TRUSTEE REPORTS –

Trustee Parkison:

Trustee Denniston:

Trustee Luke:

Trustee Leo:

Mayor Perry:

DEPARTMENT HEAD REPORTS –

Chief DiNardo – Police:

Aubrey Shaffer – Clerk’s Office:

- 2026-2027 Budget efforts are nearly complete
- Office organization efforts continue:
 - Margaret is at “W” with updates to the Cemetery Books
 - She’s also been reviewing record retention guidelines to determine what can be destroyed or transferred to archives.
- Q2 Water Billing process will begin around May 13th
- Tax efforts are also beginning to get underway

OLD/NEW BUSINESS –

MOTION TO APPROVE 2026-2027 PROPOSED BUDGET, as submitted.

MOTION TO APPROVE LOCAL LAW NO. 3 OF 2026 ESTABLISHMENT OF A BOARD OF POLICE COMMISSIONERS PURSUANT TO NEW YORK VILLAGE LAW § 3-308

MOTION TO APPROVE RENEWAL OF SENIOR CENTER RENTAL AGREEMENT with Wayne County for the Wayne County Department of Aging and Youth to continue their use of the Park and Club Room for 2026 lunch services at a rental

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fee of One Hundred Fifty and 00/100 Dollars (\$150) per month for an amount not to exceed One Thousand Eight Hundred and 00/100 Dollars (\$1,800) annually.

EXECUTIVE SESSION –

ADJOURNMENT –

NEXT MEETING –

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.