

VILLAGE OF PALMYRA BOARD OF TRUSTEES  
Workshop meeting      May 19, 1997      7:00 p.m.

**PRESENT:** Mayor Wilson, Trustees Celentano, Salomon, Guest, and Gunkler, Attorney John Nesbitt.

**CALL TO ORDER:** Mayor Wilson called the meeting to order at 7:00 pm.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS:**

1. The Master Plan has been released and is available for sign out in Village Hall and Town Hall.
2. Andrew Freeland's History Jamboree Project is one display at Village Hall.
3. Remember the May 31<sup>st</sup> Spring Festival.
4. Town/village historian, Bob Lowe's annual report is on file at Village Hall.

**AMERICAN LEGION:** Trustee Gunkler moved to approve the 21 gun salute given by the American Legion on May 26<sup>th</sup> for a dedication ceremony honoring community veterans. Second by Trustee Guest. Vote, 5 ayes. CARRIED.

**ABSTRACT #24:** Motion by Trustee Guest, second by Trustee Gunkler, to approve Abstract #24 for vouchers #1320 for \$619.52, vouchers #1371-#1443 (less V#1376 for \$260.53) for a total of \$75,204.34. Vote, 5 ayes. CARRIED.

**TRUSTEE ANNOUNCEMENTS:** Six applicants have responded to the ad for the cleaning position as per Trustee Guest.

**CEMETERY:** Roger Weaver discussed the handouts he provided and explained the changes he would like to see made to the cemetery and cemetery policy. As there is a shortage of lots available where the installation of upright stones is allowed, Roger suggests allowing upright monuments in the Northwest section, Section A lots 11-14, 25-28, 39-42, 53-56, 67-70, 81-84, 95-98 109-112, 123-126, 137, 140, also in Section B, lots 1,10,13-15, 24, 28, 29, 38, 39, 42, 43-53, 57, 68, 71-82, 85-97, 99-111, 113, and 140 for a total of 164 graves. The monument height is not to exceed 3'6" above ground level.

As there is an increase in cremations, Roger feels it would be a good idea to create a "section of cremation lots". He suggests locating it within Northwest Section B, consisting of lots 2-9, 16-23, 30-37 which is a total of 24 lots and 192 graves. Normally this section would consist of 96 graves but he believes we should get 8 cremation graves from the 24 lots or 8 graves per lot. He suggests lowering the price for the cremation graves to \$175.00 each. Two burials will be allowed per grave site, grass markers will be required. Markers should not exceed 18" x 14" for a single and 30" x 14" for a double. Cement liner, concrete vaults or a universal urn will be required. All other cemetery rules and regulations will apply.

Roger would also like to see a new section created on the south side of the Original cemetery. He has a price from MRB Group for \$400.00 to have it surveyed and pipe marked for future sales. Trustee Salomon preferred to wait until the survey could be added to the budget before any new section was added. He also said that the road which could possibly be done by the Highway Department could not be worked in the schedule this year. Other expenses and concerns that this new section would entail were also discussed, ie. fencing and neighbors

Roger also shared his survey results of the other county cemeteries. It has been quite a while since any of our prices were increased. Our opening fee seems to be on the low side of the survey. Roger thinks we should increase this amount to at least \$275.00. Trustee Salomon asked why should we increase any of our prices. Roger stated that his costs go up every year and this would help offset some of those increases. Some of the other fees were discussed, ie. storage fees. Trustee Salomon requested that Roger come back to the Board with definite figures he would like to see increased. Roger said he would have his recommendations by the next board meeting.

**Motion** by Mayor Wilson to allow the sale of upright monuments, with height restriction and in the areas as outlined by Roger, and to create cremation lots within Northwest Section B at a cost of \$175.00 each, other rules and regulations as outlined by Roger. Second by Trustee Guest. Vote, 5 ayes. CARRIED.

**WORKSHOP TOPIC:** Roy McMaster passed out handouts detailing financing and bonding options for dealing with infrastructure needs. There is a two year window with a bond before any principal payment is required. Typically there are 2 payments made per year, one in May and one in November. There are three types of debt instruments. There is a Bond Anticipation Note, which is a short term solution which carries the lowest interest. It is a good way to piggy back several projects. Municipalities are allowed to do notes and renew them each year for a period of five years. They must be repaid within a five year period or turned into permanent financing.

Next he explained Statutory Installment Bonds and Serial Bonds. One of these must be used if repayment is going to be longer than five years and a permissive referendum would be required as well. A municipality must use Bond Counsel to write the resolution; he makes a legal recommendation as to the entirety of the Bond. There is a two month minimum between the passing of the resolution and the signing of any contracts. SEQRA must be passed before the Bond Resolution is done. Bond counsel fees are a percentage of bond and these fees can be included in the bond itself. There are also state constitutional debt limits that need to be considered. This debt limit is 7% of the total averaged equalized property values for the last 5 years ). Water projects are excluded from this limit A certified debt statement is filed with the State Comptroller before the sale of any bond takes place.

Capital reserves can only be used for what they were “reserved” for. Some anticipated projects were discussed as well as scheduling for these projects. Costs incurred for the project that can legitimately be included with the bond would include engineering fees, Bond Counsel, legal ads, and in-kind services. The equipment bid that the Highway Department has in the works was discussed.

**RECESS:** Mayor Wilson moved to take a five minute recess, second by Trustee Celentano. Vote, 5 ayes. CARRIED. Meeting was called back in session at 8:45.

**MAIN STREET PARKING LOT:** Mayor Wilson felt a final decision needed to be made on where the Board stands on the refurbishment of the North parking lot and upgrading the drainage to the storefronts on the North side of the business district on East Main. The estimated cost of renovation is about \$100,000. Trustee Celentano felt that in light of the sewer expansion project being proposed by the Mormon Church, that we should participate in this parking lot venture in the spirit of cooperation. If and when the project gets off the ground, Trustee Salomon suggested that the property owners be notified that they should tie their drainage into the new system. CEO, Bob Grier says that this is already required. Mayor Wilson thought that some of our costs for the parking lot could be tied into a bond. Trustee Guest feared that the tenants that live over the storefronts will no longer have available parking. Trustee Salomon asked Chief Dalton how long anyone is allowed to park there now. Chief Dalton said the maximum is 24 hours. Trustee Guest suggested we set a portion of the lot aside for the tenants. Mayor Wilson thought this couldn’t be done as it is a municipal lot. Chief Dalton thought that wouldn’t be a problem because the buses will not be there overnight. Parking has never been much of an issue and the proposal increases the size of the parking lot which should only help.

**Motion** made by Mayor Wilson to conceptually approve Village participation in the north parking lot renovation including the drainage portion up to 35.71% of the total cost. Second by Trustee Gunkler. Vote, 4, 1. CARRIED.

Mayor Wilson	aye	Trustee Salomon	aye
Trustee Celentano	aye	Trustee Gunkler	aye
Trustee Guest	nay		

**Amendment:** Motion made to limit the Village’s participation in above motion not to exceed \$34,000 of the total project cost. Second by Trustee Celentano. Vote, 4,1. CARRIED.

Mayor Wilson	aye	Trustee Salomon	aye
Trustee Celentano	aye	Trustee Gunkler	aye
Trustee Guest	nay		

**ABBOTT BUILDING:** Bob Grier notified the Board they we are ready for the next step in the process for the building owned by Mrs. Abbott. Mrs. Abbott has been notified of every step along the way. If and when the building is declared a nuisance, Mrs. Abbott will have 30 more days to remove or repair.

**Motion** by Trustee Celentano to direct the Village attorney, John Nesbitt, to seek petition to Supreme Court for determination of public nuisance status of Abbott building. Second by Trustee Gunkler. Vote, 5 ayes. CARRIED.

**COURT CLERK COMPUTER:** Motion to declare old computer of the village court clerk as surplus by Mayor Wilson. Second by Trustee Celentano. Vote, 5 ayes. CARRIED. Motion to accept Linda Ingram’s bid of \$50.00 to purchase above mentioned computer by Mayor Wilson. Second by Trustee Guest. Vote, 5 ayes. CARRIED.

**EXECUTIVE SESSION:** Motion to move into executive session by Trustee Mayor Wilson for discussion of contractual matters at 9:25 pm. Second by Trustee Celentano. Vote, 5 ayes. CARRIED.

Motion to reconvene the public meeting at 9:40 pm. by Mayor Wilson, second by Trustee Salomon. Vote, 5 ayes. CARRIED.

**PIPELINE AGREEMENT:** Motion to authorize Mayor Wilson to sign the proposed contract with the Town of Manchester regarding the pipeline assessment as prepared by counsel. Second by Trustee Celentano. Vote, 5 ayes. CARRIED.

**DONEGAN CONTRACT:** Motion to authorize Mayor Wilson to sign the contract for services with BPD. Second by Trustee Gunkler. Vote, 5 ayes. CARRIED.

**ADJOURNMENT:** Trustee Guest moved to adjourn at 9:50 pm, second by Trustee Celentano. Vote, 5 ayes. CARRIED.

Respectfully submitted,

Alicia M. Lynch  
Village Clerk