

VILLAGE OF PALMYRA
BOARD OF TRUSTEES
December 15, 2025 6:00 PM
REGULAR MEETING

ROLE CALL: Present: Mayor Perry, Trustees Luke, Parkison. Trustee Denniston and Attorney St. Martin was absent.

OTHER ATTENDEES: Nick Dandino (Palmyra Fire Department)

CALL TO ORDER:

Mayor Perry called the meeting to order at 6:01pm

PLEDGE OF ALLEGIANCE

REGULAR MEETING

PUBLIC COMMENT – No voice messages or emails were received by 5:00pm on 12/12

APPROVAL OF MINUTES – Per Mayor's request, approval for the December 1st Annual Reorganization meeting minutes has been postponed until the upcoming January 5th meeting.

APPROVAL OF ABSTRACT – 7B vouchers 26-00433 through 26-00469 for \$83,365.60. Motion made by Trustee Luke, seconded by Trustee Parkison. Vote, 3 ayes, CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION –

TRUSTEE REPORTS

Trustee Parkison:

- Code issued four permits, one Certificate of Completion, 10 field inspections and sent one violation letter send.
- American Legion – Hometown Hero event is happening at 5pm on December 20th and it's a night to honor past and present Veterans and they'll be hosting a tree lighting ceremony to honor Veterans, as well.

Trustee Denniston: absent, excused.

Trustee Luke:

- The horsedrawn wagon rides through PCC have been postponed to this Thursday (12/18) due to inclement weather.

- Trustees Luke and Denniston recently toured the new Waste Water Treatment Plant and found it to be quite impressive. They discussed the sludge dryer proposal and additional funds that would be needed. Bill Davis from MRB and Marty Aman from Wayne County Water & Sewer Authority will be on the agenda for our January 5th meeting to discuss this further. WCWSA also received a \$10,000,000.00 grant that helps the EDU charges decrease for residents and will cover the cost of the dryer – to be further discussed. Additionally, tours of the facility are available for anyone interested.

Trustee Leo:

- Two applications have been received for the Fire Department: Charlotte Bulman would like to be a fire police and Ryan Paradise is also applying, coming with experience from both Manchester and West Walworth Fire Departments; Ryan wanted to be involved after seeing our Parade of Lights this year.
 - **MOTION TO APPROVE** Charlotte Bulman and Ryan Paradise, pending favorable background checks, made by Trustee Leo, seconded by Trustee Luke. Vote, 3 ayes, CARRIED.
- Palmyra Fire Department 2026 Elections:
 - **MOTION TO APPROVE:**
 - Chief 14-1, Mike Hallings
 - Assistant Chief 14-2, Lucas Shulla
 - Assistant Chief 14-3, Wayne “JJ” Eidman
 - Assistant Chief 14-4, Douglas Fogal
 - Captain 14-6, Scott Erdeli
 - Captain 14-7, Ryan Darling
 - Lieutenant 14-9, Lisa Stivers, appointed
 - Lieutenant 14-10, Nick Dandino, appointed
 - Lieutenant 14-11, Justin Bonfield, appointed

Motion made by Trustee Leo, seconded by Trustee Luke. Vote, 3 ayes. CARRIED.

Mayor Perry:

- Highway Dept: Plowing, salting and repaired a very large water main break recently on Jackson St between Fayette St and Cuyler; it is still too cold to put cold patch down. When our highway crew dug for repairs, the shut off valve was not working on the water line and needs to be replaced on a 12" line due the safety concerns.
- Buildings & Grounds: Salting, shoveling continue along with construction of a server room and minor renovations in the clerk's office including paint and carpet cleaning to follow.

DEPARTMENT HEAD REPORTS

Chief Kyle DiNardo – Police Dept:

- Chelsea Werzinger was previously approved for the vacant Police Department Evidence Clerk position at one of our October board meetings however, she has chosen to decline the position after facing some personal issues.
 - **MOTION TO ACCEPT resignation of Chelsea Werzinger as Police Department Evidence Clerk**, made by Trustee Parkison, seconded by Trustee Leo. Vote, 3 ayes. CARRIED.
 - **MOTION TO APPROVE Ximena Ramirez Medina as Police Department Evidence Clerk**, pending background check, made by Trustee Luke, seconded by Trustee Parkison. Vote 3 ayes, CARRIED. She will go to meet with Sam Ross for training until she passes her course. Also approved as a Spanish-translator for the dept.
 - **MOTION TO APPROVE Brent Newpher as our Firearms Instructor**. Brent is a retired firearms instructor with a strong background in SWAT, tactical, and he was an instructor for Rochester PD. Of note, this will help us save on overtime costs to have someone in-house. Motion made by Trustee Luke, seconded by Trustee Parkison. Vote, 3 ayes, CARRIED.
- Accreditation Inspection Update: Our first primary case review was done today and all went well – we’re still on task to complete our full accreditation for the 2nd week in January.
- Shop with a Cop – Chief DiNardo extends a special “Thank you” to Mayor Perry for taking photos along with credit to Macedon PD and Walmart as approximately \$5,000.00 was donated toward 32 kids. There were approximately 15 officers on-hand to shop with them between NYSPD, Macedon PD and Palmyra PD. The Wayne County Sheriff’s Office was not present as they were at a similar event at Newark Walmart. Funding comes from private donations including Walmart and Garlock.
- Toys for tots gifts will be delivered next week to 47 families, still accepting applications through school through December 24th.
- Nick Dandino/ Fire Department: Pancake breakfast was huge hit with almost 200 people served and a donation of \$750 being given to chief Gallagher of Lincoln FD (between donations and a match from Palmyra Fire Department).

Aubrey Shaffer – Clerk’s Office:

- Water bills were sent out on December 5th resulting in several residents noting they have not received this quarter or last quarter bills. As a reminder, water bills are issued quarterly, and residents are always welcome to call the Clerk’s office or check the status of their bills on our website. Electronic billing and payments are available so please be sure to reach out as late fees will not be waived.

OLD/NEW BUSINESS

NY FORWARD GRANT UPDATE – We've been invited to the invitational round this coming Thursday at 1:45pm – several of us will be traveling there to present to the committee.

MOTION TO ACCEPT Resignation of Ms. Patricia Petersen as Court Clerk, effective January 1st, 2026 made by Trustee Parkison, seconded by Trustee Luke. Vote, 3 ayes, CARRIED.

MOTION TO APPROVE Ms. Theresa Ryan as Court Clerk, effective January 1st, 2026 made by Trustee Leo, second by Trustee Parkison. Vote, 3 ayes, CARRIED.

EXECUTIVE SESSION

As there were no further regular items to be discussed, a motion was made by Trustee Luke, seconded by Trustee Leo to go into Executive Session for discussion regarding personnel matters at 6:38pm with a possible vote after Executive Session. Vote, 3 ayes. CARRIED.

Mayor Perry declared the return to public session at 7:31pm.

ADJOURNMENT

Motion was made by Trustee Luke, seconded by Trustee Leo to adjourn at 7:31pm. Vote, 3 ayes. CARRIED. Next meeting will be January 5, 2026, at 6:00pm at the Village Hall.

Respectfully submitted,
Aubrey Shaffer, Clerk-Treasurer

NEXT MEETING

We ask that you 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.

**Please see handout at sign in table with information on Public Comment Rules for Village Meetings