VILLAGE OF PALMYRA
BOARD OF TRUSTEES
November 2, 2026 6:00 PM
REGULAR MEETING

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

OTHER ATTENDEES – Anne Marie Short, Harry Banker, Augie, Rachel Henning, Mark H., Robert Bump, Cheryl Bump, Robin Knorr, Faye Powers, David Powers, Nick Dandino, Tracy Vanderwall, Derick Baker, Cortnie Baker, Kim Coon, David Freeland, Kathy Pray, Kammy Catchman, Linda Valley, Gigit Graham, Mary Smith Williams, Lee Spencer

PLEDGE OF ALLEGIANCE –

REGULAR MEETING – Mayor Perry called the meeting to order at 6:00pm.

PUBLIC COMMENT –

Robin Knorr – Tremont St, computer backup: Ms. Knorr requested updates on the Tremont Street infrastructure project and proposed property acquisition for a turnaround. Mayor Perry discussed project progress and confirmed that a purchase offer had been prepared, with follow-up pending.

Knorr also questioned the recent cybersecurity incident, data security, and insurance coverage. Mayor Perry reported no known data loss, confirmed that operations had resumed, and explained that the investigation remains ongoing. Additional security improvements and reinstatement of cyber insurance coverage are being pursued.

Tracy Vanderwall – Vouchers, Police: Ms. Vanderwall questioned utility charges and legal expenses listed on recent vouchers. Mayor Perry explained that legal expenses will continue while personnel-related litigation remains ongoing. Vanderwall also requested updates on the sale of surplus police vehicles and firearms, which were provided by the Police Department.

She further questioned the use of multiple utility providers and the Village's responsibility for the Burnham Heights water infrastructure costs. It was clarified that all properties on Burnham Heights receive water from the Village of Palmyra and that the valve serves the Village's water system, not Macedon's; therefore, cost sharing with Macedon would not apply. Mayor Perry indicated that additional information would be obtained regarding the utility charges.

*** On November 3, 2026, Ms. Vanderwall was emailed responses to her two outstanding questions regarding NYSEG adjustment charges and the use of both NYSEG and NOCO.*

Anne Marie Short – Follow-up on public comment suggestion: Ms. Short requested an update on the proposed changes to public comment procedures. Mayor Perry indicated that the matter would be addressed later during the meeting.

APPROVAL OF MINUTES –

MOTION TO APPROVE October 19, 2026 minutes as submitted made by Deputy Mayor Leo, second by Trustee Parkison. Votes, 3 ayes, CARRIED.

APPROVAL OF ABSTRACT –

MOTION TO APPROVE 6A Vouchers 27-00314 through 27-00342 for $295,143.50 made by Deputy Mayor Leo, second by Trustee Parkison. Votes, 3 ayes, CARRIED.

Clerk-Treasurer Shaffer notes that this abstract includes more than $251,000.00 in reimbursable CHIPS expenses for recent paving and roadway projects

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION –

TRUSTEE REPORTS –

Trustee Parkison – Highway: Work included brush pickup, street sweeping, vacuum repairs, trash cleanup, assistance to the Town, and continued drainage and roadwork on Tremont Street. Mayor Perry noted that a new highway employee would be considered for approval later this meeting and that two Buildings and Grounds employees have been assigned to temporarily assist the Highway Department with leaf pickup once brush collection was completed.

Trustee Denniston: Excused

Trustee Luke: Trick or Treat on Main Street was well attended, with leftover refreshments donated to the American Legion.

The Farmers Market reported a successful 2026 season with steady attendance and positive vendor feedback. The 2027 season is scheduled for Wednesdays, June 30 through October 6, from 4:00–7:00 p.m. Plans include recruiting additional vendors, continuing live music, and exploring new community events. Requests for replacement signage, a Main Street banner, and accessible parking signage were discussed, along with potential requirements for a proposed tasting event.

Updates were also provided on planning for the Village Christmas celebration, including Santa's participation, refreshments, and outdoor heaters.

Deputy Mayor Leo: The application of Jayden Shulla for interior firefighter membership was discussed.

> **MOTION TO APPROVE** Jayden Shulla as an interior firefighter, pending company vote, made by Deputy Mayor Leo, second by Trustee Parkison. Votes, 3 ayes, CARRIED.

Deputy Mayor Leo also shared that following review of public suggestions and consultation with other municipalities, the Board has agreed to modify public comment procedures. Public comment will move to the end of regular meetings, advance registration will no longer be required, and the three-minute speaking limit will remain in place. Board members may respond to questions when answers are available, with follow-up provided as needed.

> **MOTIONT TO AMEND** Public Comment Rules for Village Meetings by moving the Public Comment window to the end of the meeting and eliminating the requirement for residents to sign-up in advance made by Deputy Mayor Leo, second by Trustee Luke. Votes, 3 ayes, CARRIED.

Lastly, Deputy Mayor Leo also noted that improvements to the meeting room's PA system remain under consideration.

Mayor Perry – Buildings & Grounds: Ongoing mowing, trimming, tree removal, cemetery maintenance, park cleanup, and preparations for holiday decorations. Security improvements at the Police Department and Mayor's Office were discussed, including replacing key fob access with controlled key distribution due to concerns over untracked fobs.

> **MOTION TO APPROVE** the appointment of Ben Serafin to the position of MEO II, effective November 16, 2026 made by Trustee Parkison, second by Trustee Luke. Votes, 3 ayes, CARRIED.

DEPARTMENT HEAD REPORTS –

Timothy Bryant *(Officer in Charge)* – Police: 356 calls were handled for the month, with a detailed report to follow at the next meeting. Officers assisted with traffic and pedestrian safety during Halloween activities and additional firearms are to be evaluated for possible surplus.

> **MOTION TO DECLARE** two shotguns as surplus made by Deputy Mayor Leo, second by Trustee Luke. Votes, 3 ayes, CARRIED.

Officer Bryant also provided a staffing update, noting ongoing background checks for potential part-time officers to help fill shifts and reduce overtime and benefit costs.

Aubrey Shaffer – Clerk's Office: Reported processing 8 FOIL requests during October, along with improvements to FOIL workflows. The Clerk-Treasurer's inbox alone received 631 emails during the month. Property tax collection concluded October 31, with final totals being prepared for relevy to the County. Work continues on the sewer study grant reimbursement and EV charger grant. Staff also continued the records retention project, including inventorying off-site records and reviewing, consolidating, and identifying records eligible for disposal.

OLD/NEW BUSINESS – N/A

EXECUTIVE SESSION –

As there were no further regular items to be discussed, a motion was made by Trustee Parkison, seconded by Trustee Luke to enter Executive Session for discussion regarding personnel matters at 6:48pm with no vote to be held after Executive Session.
Vote, 3 ayes. CARRIED.

Mayor Perry declared the return to public session at 7:29pm.

ADJOURNMENT –

Motion was made by Trustee Parkison, seconded by Deputy Mayor Leo to adjourn at 7:29pm. Vote, 3 ayes. CARRIED.

Respectfully submitted,
Aubrey Shaffer, Clerk-Treasurer

NEXT MEETING –

Next meeting will be November 16, 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.