

Parma Town Board meeting held on Tuesday, August 7, 2007 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	Joseph Reinschmidt
Councilman	Carm Carmestro
Councilman	James Smith
Recreation Director	Steve Fowler
Building Inspector	Jack Barton
Absent	Highway Supt. Brian Speer

OTHERS IN ATTENDANCE

David Bono, Steve Fowler, Stan Hoy, Dave Keech, Ed Egenlauf, Gene DeMeyer, Michael Weldon, Jim Zollweg, Shari Studley, Bob Prince, Greg Lendek, Carol Lennon and other unidentified members of the public.

CALL TO ORDER

Supervisor Lemcke called the meeting to order at 7:00 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. It was noted that the meeting is being digitally recorded.

PUBLIC FORUM

Supervisor Lemcke asked if there was any citizen present who would like to address the Town Board on any topic not on the agenda.

Ed Egenlauf, owner of a home being built on Ogden Parma TL Road, addressed the Town Board regarding his inability to secure electric from Spencerport Village Electric or Rochester Gas & Electric and some of the problems he has encountered. Discussion will continue after Jack Barton arrives from the Conservation meeting.

MINUTES – JULY 17, 2007

RESOLUTION NO. 206-2007 Motion by Councilman Carmestro, seconded by Councilman Smith, to accept the Minutes of the July 17, 2007 Town Board meeting.

Motion carried: Aye 5 Nay 0

MINUTES – JULY 31, 2007

RESOLUTION NO. 207-2007 Motion by Councilman Carmestro, seconded by Councilman Blackburn, to accept the Minutes of the July 31, 2007 Joint Town of Parma and Village of Hilton Board meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk Report for July and the VFW Summary have been provided to the Town Board.

Hunting and Fishing licenses go on sale for the 07-08 season starting next Monday, August 13th. Preparations for school tax collection have begun and bills are expected to be mailed on August 31st and September 1st. Applications for Park Pavilion rentals and the VFW Lodge are available on the website.

Primary and General Election information has been received from the Board of Election. They have selected the Parma Town Hall and the Fireman's Exempt Hall as polling locations for the September 18, 2007 primary. Notices will go to registered Independence Party voters who will vote in the primary at a different location than they normally would. The notice will be mailed 9/4/07 and state where they should vote for the primary and the general elections. Persons not affected by the change will not receive a special notice.

In response to Mr. Keech's request at the last Town Board meeting to have the minutes of the June 19, 2007 meeting reviewed, the Town Clerk determined that that they would be left as submitted and approved.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was away on vacation. Supervisor Lemcke informed the Town Board that he authorized needed repairs to be done to a highway truck after being contacted by Thru-way Spring. The company needed a decision and was unable to reach the Highway Superintendent, the mechanic or the Highway Foreman for authorization. Vacations, medical absence and inability to reach involved parties were cited as the reason.

PARKS DEPARTMENT

Joe Petricone was not in attendance therefore there was no Parks Department report.

MERCY FLIGHT SUBDIVISION LIGHTING

A letter has been received from Rochester Gas and Electric in response to the request to install 7 street lights (Fixture 20i Colonial post tops – \$54.75/month, 100 watt high pressure sodium lamps - \$13.87/month and direct buried cable in URD subdivisions - \$39.57/month) on James Moore Circle in phase one of the Mercy Flight subdivision.

RESOLUTION NO. 208-2007 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve the installation of 7 street lights (cost associated with the delivery and service charges for 7 street lights: Fixture 20i Colonial post tops – \$54.75/month, 100 watt high pressure sodium lamps - \$13.87/month and direct buried cable in URD subdivisions - \$39.57/month) on James Moore Circle in phase one of the Mercy Flight subdivision.

Discussion: The lighting district was created, a request that the lights be installed and the cost will be spread over all the lots were discussed.

Motion approved: Aye 5 Nay 0

RECREATION DEPARTMENT REPORT

Mr. Fowler had nothing specific to report. Supervisor Lemcke congratulated Mr. Fowler, the Recreation Department and Parks Department staff on another successful Parma Fest.

Mr. Barton entered the meeting at 7:15 p.m.

PUBLIC FORUM - CONTINUED

Discussion resumed on the availability of electricity for Mr. Egenlauf's property. Mr. Barton indicated that permanent power has not been established and a Certificate of Occupancy has not been issued as a result. It was noted that the old code had an exception for power but the current one only has for weather related problems. Discussion included the history of what has transpired between Spencerport Village Electric, RG&E and other development along Ogden Parma TL Road, potential solutions and agreements that have not come to fruition, and what options might be available to get Mr. Egenlauf. Mr. Egenlauf would like to be in the house before school starts so his children can start the year in their new school and end the substantial fee he is being charged as a result of money which cannot be released to the contractor. A whole house propane generator has been installed.

Councilman Smith left the meeting at 7:28 p.m. and returned at 7:30 p.m.

RESOLUTION NO. 209-2007 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to authorize a conditional Certificate of Occupancy for 670 Ogden Parma T L Rd. due to the severe and unique hardship that has resulted due to a conflict between utility services and for the purpose of closing the construction loan. The conditional certificate of occupancy will be good for 90 days and is subject to a cash security deposit of 1.5 times the estimated cost to complete the project.

Motion approved: Aye 5 Nay 0

BUSINESS ITEMS

COMMUNITY CENTER AND LIBRARY FACILITY DE WOLFF PARTNERSHIP – PROGRESS REPORT

David Bono of DeWolff Partnership provided the Town Board with a Program and Construction Update. A copy is available for review in the Town Clerk's office. The update no longer includes the Henry Street location. Reductions were made in the Community Center square footage for public areas and meeting rooms to 30,821 sq. ft. and in the Library program areas to 18,380 sq. ft. bringing the total square footage to less than 50,000 sq. ft. This adjustment reduces the cost by 1.2 million dollars to a total of \$16,141,000.

Mr. Bono also noted that the cost of construction was predicted to raise locally about 5.5% over the next 12 months. The cost implication would be an additional \$880,000. This number was provided to give perspective should the project be postponed.

Two cost benefits were identified in combining the Library and Community Center:

- Design and construction savings of approximately 3-5%. For a \$16,000,000 project the savings would be \$480,000-\$800,000. If project was to be split we would have to add that much to the project.
- Approximately 2,800 sq. ft. of shared program space, would be utilized. This represents a savings of about \$600,000. If project was to be separated the 2,800 sq. ft. would have to be added back to the Library bringing them to over 20,000 sq. ft. Anything less than this square footage would have to be reprogrammed.

There was additional discussion on the family locker room, whether consideration had been given to connecting the facility to the current Town Hall, it was noted that the costs associated with this site would be true to another location, and concern was expressed that if the space was reduced any further that it would be grown out of it too quickly. It was noted that the Incidental category (20%) is a conservative number and includes furnishings and equipment.

Mr. Bono stated that this is the bottom number based on where the project is at currently. He will continue to work on floor plans and design processes. Sally Snow and the Library Board and Steve Fowler and the Recreation Commission shall review from their particular perspectives and verify before the next Town Board meeting that there are no red flags to be addressed. The Finance Director and the Assessor will be asked to provide the tax impact on an average home in the Town of Parma based on the numbers provided this evening. The Town Clerk was asked to research what needs to be done to have a referendum.

BUILDING DEPARTMENT REPORT

The Building Department report for the month of July has been submitted. It was noted that Building permits have caught up and moving ahead of last year.

BUSINESS AUTOMATED SOLUTIONS (BAS) SOFTWARE

Mr. Barton reported that he went back to BAS to discuss options and is now submitting a revised quote which includes licenses for Code Enforcement and the Town Clerk bringing the total to 5 and prices for 2 laptops. A quote was received from Tri-Delta for the Code Enforcement laptop. Mr. Barton felt that the IBM (\$1078.00) would be sufficient. The Toughbook notebook and mobile printer was previously quoted at \$3,598.00. It was noted that the quote does not include travel for the trainer or Microsoft Word software for the Code Enforcement laptop.

There was discussion on timing for installation and the goal will be to convert in the fall and running live with it January 1st to coincide with the new fiscal year.

RESOLUTION NO. 210-2007 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to authorize the purchase of BAS Integrated Property System, a Toughbook Notebook and an IBM Laptop which does not include Microsoft Word for a total of \$24,636: to be paid for out of B Surplus.

Motion approved: Aye 5 Nay 0

Mr. Barton noted that last year we enacted Part 1203 of the New York Administration Code and informed the Town Board that by January 1, 2008 we are supposed to have an ordinance in place for stormwater. He has received the final version for illicit discharge as it pertains to construction site stormwater, pollution ordinance and post construction. This will be coming before them for discussion in the future.

INFORMATIONAL ITEMS

ABOVE GROUND FUEL STORAGE TANKS

The Town Board has previously received a handout for review. This was taken out of existing code. This will be a business item for the next meeting.

FIRE PROTECTION STANDARDS

There was discussion on this being a working document and that the parties that compiled the standards are seeking comments from the Town Board. This will be moved to Business Items for the next meeting. Councilman Reinschmidt provided a memo that he sent to Chairman Friedo of the Spencerport Fire District.

DUNBAR ROAD SIDEWALK SURVEY RESULTS

Surveys received have been compiled and are available for the Town Board to review. There were sixty responses in favor, forty seven opposed and numerous blanks. This will be put

under Business Items for the next meeting. Discussion later in the meeting indicated that an information session could be held to share the results.

TOWN VEHICLES

There was discussion on who would use the new vehicle purchased and the reassignment of the remaining vehicles. Supt. Speer will be asked if he is interested in having the Recreation Department truck before disposing of it.

**RESOLUTION FOR COMMUNITY DEVELOPMENT
 BLOCK GRANT (CDBG) PROJECT**

Mr. Fowler has submitted a resolution for the Town to enter into contract with the County of Monroe for the revised accessibility project. This was originally approved in 2006 as the walking bridge at Bennett Road but a new contract is needed because the scope has changed.

RESOLUTION NO. 211-2007 Motion by Councilman Smith, seconded by Councilman Reinschmidt,

WHEREAS, the COUNTY has entered into an Agreement with the United States of America, Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program, and

WHEREAS, the Town of Parma and the COUNTY desire to enter into an Agreement that provides for the installation of **ADA parking at Town Hall Park in the Town of Parma**, (herinafter referred to as the Town Hall Park accessibility Parking Project), and

WHEREAS, the Town of Parma has agreed to all of the terms and conditions associated with implementation of this agreement.

Now, THEREFORE, the Parma Town Board gives approval for the Parma Supervisor to sign Community Development Force Account Agreement and enter into contract to complete the Town Park Accessibility Parking Project, and upon completion of this project file the proper paperwork associated with the 25,000 dollar grant allocation from the Community Development Block Grant Program.

BUDGET TRANSFERS

There was discussion on an inter fund transfer request in the amount of \$52,000.00 from Supt. Speer. It was determined that further information was needed and this item would not be included in the transfers approved tonight. Discussion will take place once the Highway Superintendent is here. The table below reflects only the approved items.

TRANSFERS TO BUDGET

Aug-07

FROM			TO			REQUESTED
ACCT #	DESCRIPTION	AMT.	ACCT #	DESCRIPTION	AMT.	
DB5130.465	TIRES	4,500.00	DB5130.12A	SUMMER HELP	4,500.00	SPEER
A3640.248	TRAINING	500.00	A3640.471	CLOTHING	500.00	EDENHOFER
A1330.449	MISC EXPENSES	200.00	A1330.412	OFFICE SUPPLIES	200.00	CURRY
A1410.449	MISC EXPENSES	400.00	A1410.412	OFFICE SUPPLIES	400.00	CURRY

RESOLUTION NO. 212-2007 Motion by Supervisor Lemcke, seconded by Councilman Smith, to approve the budget transfers as revised.

Motion carried: Aye 5 Nay 0

Councilman Smith has contacted the court clerk to establish a time for the Judges to meet with the Town Board to discuss court renovations. He has not received a confirmation as yet.

**Councilman Carmestro reported that both the Assessor's office and the Planning Board have been status quo.

He also reported that the fire department has switched their worker compensation provider for a substantial savings, are in their budget process and reviewing their plans for the new firehouse.

**Councilman Reinschmidt expects that he will be hearing from the Spencerport Fire District regarding the proposed fire protection standards.

The Library is looking at issuing cards that would indicate what level of material can be taken out by children. Permission would be given by the parent.

With regard to the project update chart, he noted that revisions were being drafted to employee use of Town vehicles and inquired whether this still needed to remain on the list as an active item. It was noted that it would not have to be an active item at this time.

**Councilman Blackburn reported that he was in contact with the Park Foreman regarding the Parma Fest. It was noted that overall things went quite well. Councilman Blackburn commended the department for the top notch work that they have done. He highly recommended that everyone take the opportunity to view the park by starting at either end and see the work that has been done. He also had the opportunity to meet the president of the disc golf club and conveyed that they are very appreciative of the opportunity to have such a nice course to use.

Code Enforcement Officer has been issuing notices for violations related to dumping on other people's property.

Supervisor Lemcke asked if there was anything else to be brought before the Town Board.

Mr. Barton asked if the Town Board wanted to continue to handle the streetlight installation as they had tonight. There was a short discussion on changes with RG&E that prompted this. It was decided to continue to have it presented as a motion before the Town Board and if a timing issue arises it will be addressed at that time.

Mr. Keech asked for clarification on the results of the Sidewalk Survey for Dunbar and Collamer Roads and how this information would be shared. Supervisor Lemcke indicated the information would be shared with the public at an informational hearing. In addition there was discussion on the minutes of the June 19, 2007 minutes not being changed. In particular, Mr. Keech had wanted it noted in those minutes that he requested that the sidewalk ordinance information be included as part of the sidewalk survey and that the supervisor did not agree and acknowledged that he made the request. The Town Clerk explained her decision and noted in reviewing the tape even her understanding of what was stated during the meeting would not have reflected what Mr. Keech had actually conveyed tonight. They agreed to disagree.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 215-2007 Motion by Councilman Carmestro, seconded by Councilman Blackburn, to enter into Executive Session to discuss pending current litigation.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 9:08 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 216-2007 Motion by Councilman Carmestro, seconded by Councilman Blackburn, to close the Executive Session at 10:25 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 10:25 p.m., seconded by Councilman Smith and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk