

Parma Town Board meeting held on Tuesday, May 20, 2008 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### **ATTENDANCE**

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	Carm Carmestro
Councilman	Gary Comardo
Highway Supt.	Brian Speer
Recreation Director	Steve Fowler
Building Inspector	Jack Barton

Absent:	Councilman	James Smith
	Town Clerk	Donna K. Curry

### **OTHERS IN ATTENDANCE**

Gene De Meyer, John Chart, Steve Fowler, Jim Zollweg, Joe Sciortino, Chris Schultz and Mark Coleman.

### **CALL TO ORDER**

Supervisor Lemcke called the meeting to order at 6:30 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Lemcke noted emergency exit procedures. It was noted that the meeting is being digitally recorded.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer submitted the Annual Agreement for Expenditure of Highway Moneys for 2008.

#### **AGREEMENT FOR EXPENDITURES OF HIGHWAY MONEYS**

**RESOLUTION NO. 137-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve the Agreement of the Expenditure of Highway Moneys for General Repairs in the amount of \$13,000 and Permanent Improvement to Spencer Road not to exceed \$55,000 for 2008.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

#### **1249 WEST AVENUE – LEDTKE CULVERT**

Supt. Speer requested the Town Board pass a resolution regarding maintenance of an enclosed ditch at 1249 West Avenue so that New York State will issue a permit.

**RESOLUTION NO. 138-2008** Motion by Councilman Carmestro, seconded by Councilman Blackburn, to approve the request from Jeanne Ledtke, 1249 West Avenue, to have the Parma Highway Department enclose the ditch in front of this property and provide maintenance.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

#### **RADKE – PHONE PAYMENT**

Superintendent Speer has received the cell phone payment and will drop it off at the Town Hall.

### **MONROE COUNTY WATER AUTHORITY HIGHWAY CLAIM**

Supt. Speer noted that the Monroe County Water Authority claim would be about \$500 and could be done through insurance or direct payment. Supervisor Lemcke will have the Finance Director check into the best option.

Supt. Speer left the meeting for another commitment.

### **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.

### **PROPOSED ZONING DISTRICT PLANNED DEVELOPMENT-SENIOR RESIDENTIAL (PD-SR) DISTRICT**

Kris Schultz, of Schultz Associates, represented Joe Sciortino who is proposing a planned senior development to be called North Parma Station. He distributed updated draft wording for a new zoning type to be called Planned Development - Senior Residential (PD-SR) District Zoning Code for the Town of Parma. The draft has been reviewed by Stu Brown. Mr. Schultz noted the drafted zoning code is similar to the one handed out a year or two ago with minor changes. Supervisor Lemcke clarified that this type of zoning should be established before the application can be made. It was determined that an information meeting will be advertised and held as part of the June 3, 2008, Town Board Meeting in order to obtain public comment. A representative from Stuart Brown Associates will be asked to attend. Later in the meeting Supervisor Lemcke stressed that the information session on June 3 is just to discuss creating a new zoning district. There was discussion about what the proposed project application will cover and how the development aligned with the Master Plan. Mr. Schultz stressed the importance of moving in the correct sequence and talked about some of the concerns encountered from the Village of Hilton.

John Chart inquired about the Library/Community Center study that was mentioned in the April 24, 2008, Town of Parma/Village of Hilton Joint Meeting Minutes. Supervisor Lemcke stated that the verbiage was incorrect and there is no study. The work being done is that of the respective boards to address the location situation. Mr. Chart inquired as to what evidence suggests that we need the projects. Supervisor Lemcke explained that Library need was the result of work done by DeWolff and the Librarian indicating that based on the population we have and current standards for Library Construction almost double the existing square footage is needed. Community Center need was based on projected growth in the Town of Parma senior population and normal sizes of enclosed multi-purpose buildings such as Greece, Ogden and Webster.

Mr. Chart appreciated the information but did not feel it provided hard facts specifically addressing need for a Library/Community Center and expressed his concern about the cost of such a project. He presented his calculations of the estimated expenses and described how he arrived at those figures which included, but was not limited to, construction costs, staffing, operating expenses, and maintenance. Supervisor Lemcke agreed that Mr. Chart's numbers were probably within a ballpark range. There was discussion on the use of grants for funding. Worst case was that taxpayers would be asked to approve the full amount without grants. He also stated that the offer from Joe Sciortino of property for a Library/Community Center has been rescinded and the Town is looking at a location on the Town Hall Park property or within the Village. Numbers will not be able to be obtained until more information is obtained from the Village. Supervisor Lemcke also noted there probably will not be a referendum in November but that alternatives and associated costs are being investigated. Mr. Chart questioned when tax increases would be incurred. Supervisor Lemcke stated that taxes increase in the year in which the first debt payment is incurred.

Mr. Chart also inquired as to the proposed zoning of North Parma Station. Supervisor Lemcke stated it is currently zoned Rural Residential and the proposed zoning is Planned Development - Senior Residential (PD-SR). Mr. Chart referred to documents regarding zoning, special commercial zoning, high density zoning, and spot zoning. Supervisor Lemcke noted that once the application is received, the Town addresses those topics. Mr. Chart also expressed his concern that the piece of property in question is the last remaining piece of farmland on the west side of route 259 all the way down to Parma Center Road.

Mark Coleman shared his opinion that he is not opposed to housing; ideally he prefers green space or at least a less concentration of housing. He also stated he would like to see good communication about any proposed changes. Supervisor Lemcke stated that it is our mission to provide information. He reiterated that the public information session would take place at the June 3 meeting, that this was being done to share information on a new proposed type of zoning and that if/when an application was submitted in the future there would be opportunities for public input at that stage as well.

### **GRANT PROPOSAL TO DEVELOP TREE SURVEY OF TOWN HALL PARK**

Jim Zollweg requested the Town Board's approval to submit a grant proposal to the Urban and Community Forestry Program for an Arboreal Forest and Tree Survey of the Town Hall Park property.

**RESOLUTION NO. 139-2008** Motion by Councilman Carmestro, seconded by Councilman Blackburn,

**WHEREAS**, the Research foundation of the State of New York (RF-SUNY) is applying to the New York State Department of Environmental Conservation for a project grant under the Urban and Community Forestry Program to be located in Town Hall Park, a site located within the territorial jurisdiction of this Board and owned by the Town of Parma,

**WHEREAS**, as a requirement of these programs, this applicant must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located",

**NOW THEREFORE**, be it resolved that the Board of the Town of Parma hereby does approve and endorse going forward with a grant proposal to the Research Foundation of the State University of New York requesting permission to administer a grant under the 2008 Urban and Community Forest Program for a project known as "Town Hall Park Tree and Forest Survey", and located within this community, on behalf of the Town of Parma.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

### **MINUTES – MAY 6, 2008**

**RESOLUTION NO. 140-2008** Motion by Councilman Carmestro, seconded by Councilman Blackburn, to accept the Minutes of the May 6, 2008 meeting.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

### **TOWN CLERK REPORT**

The Deputy Clerk reported that a notice has been sent to the Suburban News regarding the Household Hazardous Waste Collection scheduled for June 21<sup>st</sup> at the Hamlin Highway Garage. Appointments are required and residents should call the Parma Highway Department to make an appointment. The Supervisor's Financial Report has been received for April. The Supervisor has signed the agreement with Brighton Sound for installation of the new sound system. Equipment and materials are being ordered and installation is tentatively expected for mid to end June.

## **HIGHWAY DEPARTMENT REPORT**

Supt. Speer had left the meeting earlier due to another commitment. Supervisor Lemcke noted that the Highway Superintendent report for April had not yet been received. Supervisor Lemcke indicated that the Finance Director would take care of the Monroe County Water Authority Claim with the insurance company when an invoice is received.

## **BUILDING DEPARTMENT REPORT**

Mr. Barton requested the Town Board's approval to distribute an Association of Towns education flier to Planning and Zoning Board members for consideration. They concurred. He also presented a Certificate of Completion for Dean Snyder for NYS Building, Residential, and Existing Building Code training and requested the Town Board's approval to accept this certificate as meeting his 1.5 hours training requirement. The Board concurred.

Mr. Barton has received calls regarding the status of the proposed Comparato Park. Supervisor Lemcke noted that the Town Attorney has spoken with the involved parties and they are drafting a letter in response. The Town Attorney has been asked to look at this from all the various possibilities that have been proposed for use of this property. He has heard of no decisions or actions.

Mr. Barton reported he had sent a letter to Mr. DeLong regarding the location of the shed on his property at 1 Marjorie Lane. There was discussion on the information gathered regarding the private lateral for 526 Wilder Road. An inspection was done but there is no record of an easement.

## **RECREATION DEPARTMENT REPORT**

Mr. Fowler stated he will be meeting with the Greater Rochester Health Foundation on May 27. The Greater Rochester Health Foundation strategic goal is for the Prevention of Childhood Overweight and Obesity in Monroe County. Mr. Fowler's goal is to educate them on the Town's commitment to our community youth through numerous youth programs and our unique ability to develop partnerships throughout the community in order to meet our population's recreation and leisure needs. He requested permission from the Town Board to discuss with the Greater Rochester Health Foundation a partnership which will facilitate them funding the building of a Town Hall Park Field House which was proposed in 2006. John Chart expressed his concern about mixing private and public funds and potential controversies that can arise and felt the Town should just build the building. There was discussion and it was agreed that it was worth pursuing for fact finding but that no action should be taken until information was brought back. Councilman Comardo requested the Town Board be kept informed of the estimated costs. Supervisor Lemcke requested that Mr. Fowler provide Councilman Comardo a copy of the 2006 proposal.

## **PARKS DEPARTMENT**

Joe Petricone was absent from the meeting.

## **BUSINESS ITEMS**

### **ACCOUNTING SERVICES - QUOTE**

Supervisor Lemcke reviewed the Raymond F. Wager, CPA, P.C. Accounting Services Quote summarizing what would be included and not. He noted that Library, Highway, Court and Town Clerk were all lumped into Accounting and Auditing (Option 1), estimated \$7,500. Councilman Carmestro felt the audit should definitely be done and that the Town needed a

general audit every three to five years. There was additional discussion about when the last general audit had been done and if the State Comptrollers Office did audits. Supervisor Lemcke will find out when the last audit was done and bring it back to the next meeting.

**CLARKSON RODEO DAYS – SIGN REQUEST**

The Clarkson Rodeo Days organization submitted a letter to the Town Board requesting permission to place a sign at the corner of Routes 259 and 104 advertising their event to be held June 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>. The sign would be removed on Monday, June 16, 2008. There was no objection by the Town Board and Mr. Barton will respond to the request.

**PREPAYMENT APPROVAL – EDENHOFER AND PENNA**

The Finance Director requested approval of two vouchers that had gotten stuck to another voucher for the last bill paying session.

A1110.444	Penna	\$350.00
A 3640.489	Edenhofer	\$ 48.73

**RESOLUTION NO. 141-2008** Motion by Councilman Comardo seconded by Councilman Carmestro, to approve prepayment payments to Edenhofer and Penna.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**BASEBALL FIELD RENOVATION**

Mr. Fowler presented a request to the Town Board to approve renovation work on the cutouts of baseball/softball fields 3, 4, 5, 6, and 8 as was done previously for field 2 with Diamond Tech material. He is requesting funds to come from account T-0033 with the expectation that increased registration fees from Recreation Department baseball/softball programs would offset the expense in its entirety.

**RESOLUTION NO. 142-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve renovation work in the cut outs for baseball/softball fields 3, 4, 5, 6 and 8 as described with funds from account T-0033, not to exceed \$1,700.

Mr. Fowler confirmed for Councilman Carmestro that the Highway Department had been contacted about hauling the material.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**BUDGET TRANSFERS**

TRANSFERS TO BUDGET

May-08

FROM			TO			REQUESTED
ACCT #	DESCRIPTION	AMT.	ACCT #	DESCRIPTION	AMT.	
A1990.449	MISC CONTINGENT	604.21	A7020.489	OTHER EXPENSES	604.21	GAVIGAN
A1990.449	MISC CONTINGENT	1584.62	A7020.465	VEHICLE M & R	1584.62	GAVIGAN
A1990.449	MISC CONTINGENT	6,600.00	A3989.410	SAFETY PROGRAM	6,600.00	GAVIGAN
L7410.447	BUILDING MAINT	300.00	L7410.411	SUPPLIES	300.00	KIRK
	DA SURPLUS	3,504.20	DA5110.450	SALT	3,504.20	SPEER

**RESOLUTION NO. 143-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve the Budget Transfers as submitted.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

### **MINUTES – APRIL 24, 2008**

**RESOLUTION NO. 144-2008** Motion by Councilman Carmestro, seconded by Supervisor Lemcke, to accept the Minutes of the April 24, 2008 joint meeting with the Village of Hilton.

Motion carried: Aye 3 Nay 0 Absent: Councilman Smith  
Abstain: Councilman Comardo

### **MISCELLANEOUS**

#### **COAST GUARD AUXILIARY DAY**

Supervisor Lemcke read a request from Coast Guard Auxiliary Flotilla 4-8 of Hamlin/Hilton seeking a resolution of support acknowledging starting September 24, 2008 be declared Coast Guard Auxiliary Day in honor of Flotilla 4-8's 30 years of service to the communities.

**RESOLUTION NO. 145-2008** Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to recognize September 24, 2008 as Coast Guard Auxiliary Day in honor of Coast Guard Auxiliary Flotilla 4-8 of Hamlin/Hilton's 30 years of service to the communities.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

### **INFORMATIONAL ITEMS**

#### **PARMA CENTER ROAD RABIES INCIDENT**

Supervisor Lemcke spoke with the Monroe County Health Department due to his concern over the containment situation with the dogs involved with the rabid raccoons. The Health Department stated that they accepted all responsibility for the containment of the animals and any ramifications if they were to escape or come in contact with other animals or people. The Monroe County Health Department is the accountable agency in this situation and if any questions or issues arise, they should be directed to them. The Town of Parma has no liability.

### **MISCELLANEOUS ITEMS**

Supervisor Lemcke attended the Parma Hilton Historical Society Annual meeting at the VFW. The group is excited and revitalized by the Bicentennial. In a couple of weeks the east wing of the Historical building will be ready with a "store front" and "school house" display. Supervisor Lemcke hopes to visit the building during a future Town Board meeting.

### **LIAISON REPORTS**

\*\*Councilman Smith was absent so there was no report.

\*\*Councilman Comardo had no report for the Parks Department. The Planning Board met last night to address a site plan and fill permit requests. Councilman Comardo continues to be impressed by their professionalism.

\*\*Councilman Carmestro mentioned that in considering the Rotary request for a chicken barbeque on the Town Park property, Chavetas requires that they cook over grass and he felt this should be considered as this may damage the grass.

A web cam has been located on top of the Highway Department building observing the progress of the new Fire Department building. There was discussion about an Eagle Scout or Boy Scout troop project for fire hydrant flags. The Fire Department would like to order the markers. Councilman Carmestro will see that Supervisor Lemcke is contacted.

On Wednesday, Councilman Carmestro will be meeting with Town and County officials to review the Town's Disaster Plan for NIMS compliance. Last Wednesday, Councilman Carmestro attended a POD training seminar.

\*\*Councilman Blackburn noted that the Recreation Board had not met since the last Town Board meeting. He had nothing else to report.

\*\*Supervisor Lemcke noted that the ruling on the lawsuit regarding the annexation of 610 Burritt Road had been appealed. The appeal is by Mr. and Mrs. Beehler only and does not include the Village of Hilton. The Town's attorney for this matter is looking at the costs associated with this and preparing for dates that need to be met. The Town Board will proceed as information is received.

## **WARRANTS**

**RESOLUTION NO. 146-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve payment of the A Fund, General Fund bills, in the amount of \$85,608.84.

Councilman Carmestro questioned the purchase of a bullet proof vest for the Special Police for \$450. There was discussion. Councilman Carmestro also questioned the bill to Dave Rowley Plumbing for \$250 for "damages to sports building". The bill was not itemized and Councilman Carmestro questioned if the Town should be paying or if the damages were caused by someone else and should they be paying. There was discussion.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**RESOLUTION NO. 147-2008** Motion by Councilman Blackburn, seconded by Councilman Carmestro, to approve payment of the B Fund, Part Town Bills, in the amount of \$7,697.79.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**RESOLUTION NO. 148-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve payment of the DA Fund, Highway Town Wide bills, in the amount of \$10,042.15.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**RESOLUTION NO. 149-2008** Motion by Councilman Blackburn, seconded by Councilman Carmestro, to approve payment of the DB Fund, Highway Outside bills, in the amount of \$106,279.65.

Supervisor Lemcke inquired as to reason for the high amount for these payments. Councilman Carmestro indicated that it was repairs.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**RESOLUTION NO. 150-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to approve payment of the SD Fund, Townwide Drainage bills, in the amount of \$1087.88.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

**RESOLUTION NO. 151-2008** Motion by Councilman Blackburn, seconded by Councilman Carmestro, to approve payment of the T Fund for Trust and Agency bills, in the amount of \$5,637.26.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

### **OTHER BUSINESS**

Jack Barton described a situation where a Zoning Board alternate is unable to fulfill their obligations due to work requirements. There was discussion on the required responsibilities. Supervisor Lemcke will follow up.

Mr. Barton sought input as to whether there was any conflict of interest if one of the Planning Board members signs off on plans in his role as a Planning Board member and in his capacity for Monroe County Water Authority. Supervisor Lemcke will seek input from the Town's attorney.

Steve Fowler inquired if the Town Board members had any questions or feedback to the copy of the letter he had sent regarding the Village Planning Board's study recommendations. They had not.

### **ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 152-2008** Motion by Councilman Blackburn, seconded by Councilman Comardo, to enter into Executive Session to discuss legal ramification of possible future negotiations.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

The Board entered into executive session at 7:55 p.m. The Deputy Town Clerk was excused.

### **CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 153-2008** Motion by Councilman Blackburn, seconded by Councilman Carmestro, to close the Executive Session at 8:15 p.m. and return to regular session.

Motion carried: Aye 4 Nay 0 Absent: Councilman Smith

There being no further business brought before the Town Board, Councilman Blackburn made a motion to adjourn the meeting at 8:15 p.m., seconded by Councilman Carmestro and all were in favor.

Respectfully submitted,

Michele Schmidt  
Parma Deputy Town Clerk