

Parma Town Board meeting held on Tuesday, June 19, 2012 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Carmey Carmestro
Councilperson	Gary Comardo
Councilperson	James Smith
Councilperson	James Roose
Councilperson	Tina Brown
Building Inspector	Jack Barton
Recreation Director	Steve Fowler
Absent	Highway Supt. Brian Speer

OTHERS IN ATTENDANCE

Recreation Commissioners Dave Tresohlavy and Al Howe, Library Director Becky Tantillo, Village Trustee Larry Speer, Paul Zarpentine, Mike Clark, Ken Gavigan, Mike Weldon, Jim Christ, Helen Ives, Jill Evans, Carol Kluth, Barb Schwan, Beth Eichas, Dick Vance, and other members of the public.

CALL TO ORDER

Supervisor Carmestro called the meeting to order at 6:31 p.m. He led those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Emergency exit procedures were noted.

PUBLIC FORUM

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

**WAIVER OF 30 DAY WAITING PERIOD FOR NYS LIQUOR LICENSE
RENEWAL – BREWSKI’S FOOD & DRINK**

Jill Evans addressed the Town Board regarding an application for a new liquor license for when Brewski’s Food & Drink changes hands. She requested a waiver of the 30 day notification time period. It was noted that the Fire Marshall had recently done an inspection in April. Further discussion did not oppose the request.

RESOLUTION NO. 154-2012 Motion by Councilperson Smith, seconded by
Councilperson Brown,

Whereas, The Brewski’s Food & Drink, doing business at 5019 West Ridge Road in the Town of Parma intends to file for a New York State Liquor License;
and

Whereas, pursuant to Alcohol Beverage Control Law §64(2A), an applicant must give the municipality thirty (30) day notice of the pending liquor license application unless the municipality consents to waive this thirty (30) day requirement; now therefore be it

Resolved, that the Town Board of the Town of Parma hereby waives the thirty (30) day notice period in regard to Brewski's Food & Drink allowing an earlier submission of the liquor license application.

Motion carried: Aye 5 Nay 0

There was no one else who wished to address the Town Board.

MINUTES – MAY 15, 2012

RESOLUTION NO. 155-2012 Motion by Councilperson Comardo, seconded by Councilperson Brown, to accept the Minutes of the May 15 2012 meeting.

Motion carried: Aye 5 Nay 0

MINUTES – MAY 29, 2012

RESOLUTION NO. 156-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to accept the Minutes of the Special Meeting held May 29, 2012.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk Report and VFW Summary for May have been completed and filed. June 26th is the Congressional Primary. Each polling location will be open noon to 9:00 pm. Voters will go to their normal polling locations. Resignations have been received and filed for Michele Aman in the Recreation Department and from Andrew Delduca as a Court Attendant.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was not in attendance. There was no report.

BUILDING DEPARTMENT REPORT

Mr. Barton noted that the monthly report has been completed and that additional information requested by Councilperson Brown has been added.

APPOINTMENT OF PLANNING BOARD CHAIRMAN - FERGUSON

Mr. Barton reported that since the resignation of the Planning Board Chairman the position needs

to be filled. He recommended that Tod Ferguson be appointed to the position. He is the most senior on the Board and would be interested.

RESOLUTION NO. 157-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to appoint Tod Ferguson to the position of Planning Board Chairman.

Motion carried: Aye 5 Nay 0

Land Use Training - A class will be held on Saturday, June 23 from 9:30 to 11:30 am. It will be at the Town Hall for members of the Town and Village Planning and Zoning Boards. Members of the Town Board and the Conservation Board have also been asked to attend.

DEC Lakefront Reviews – Correspondence was received for the Department of Environmental Conservation. They will be sending a field team to look at shore conditions and break walls along the lake front in the Town of Parma and the southern shore of Lake Ontario sometime during June through August.

There were five applicants looked at for the open Planning Board position. Two new interviews were completed by the committee and one person was re-interviewed from a previous application. The committee agreed that there were a lot of good applicants. They recommended Mark Acker for the open seat based on engineering experience that would lend itself to the position.

APPOINTMENT TO PLANNING BOARD - ACKER

RESOLUTION NO. 158-2012 Motion by Councilperson Roose, seconded by Councilperson Comardo, to appoint Mark Acker to the Planning Board to fill the remaining portion of the open term vacated by Edward Fuierer.

Motion carried: Aye 5 Nay 0

Occupancy Requirements – Mr. Barton was asked about the status of the occupancy requirements for the Dome (Doug Miller Family Sports Park at 4618 Ridge Road West). He reported that approval was given by the State with conditions. He noted that the conditions have not been met and as a result there are actions that will have to be taken.

RECREATION REPORT

Mr. Fowler reported he met with Barb Johnson of Stuart Brown Associates to familiarize her with the extent of the wastewater treatment project. The following resolutions were requested and read.

AGREEMENT WITH STUART I. BROWN ASSOCIATES TOWN PARK WASTE WATER PROJECT

RESOLUTION NO. 159-2012 Motion by Councilperson Brown, seconded by Councilperson Comardo,

WHEREAS, The State of New York is presently accepting 2012 Spring Consolidated Funding Applications (CFA),

AND WHEREAS, It has been determined that the Town Park Waste Water Project meets the State guidelines for the CFA funding under the 2012 Environmental Protection Fund (EPF) Parks program,

THEREFORE, The Parma Town Board approves entering into a contractual agreement with Stuart I. Brown Associates for the sum of \$3,500.00 to prepare and submit a CFA application with the State of New York prior to their established July 16, 2012 deadline.

Motion carried: Aye 5 Nay 0

TOWN PARK WASTEWATER SYSTEM IMPROVEMENTS
SEQR RESOLUTION

RESOLUTION NO. 160-2012 Motion by Councilperson Brown, seconded by Councilperson Smith,

RESOLVED, that in accordance with the New York State Environmental Quality Review regulations (SEQR), the Town Board of the Town of Parma announces its intent to serve as lead agency to conduct an environmental review under Section 617.7 of the New York State Codes, Rules and Regulations (NYSCRR) of a project to upgrade the wastewater treatment system at the Parma Town Park. Project components include:

- Park maintenance building: Remove and dispose of an existing leach field, construct a new absorption bed, sand filter, curtain drain, equalization tank, and pump station and relocate an existing swale
- Utility building: Convert the existing holding tank to a septic tank and construct a pump station
- Warming hut: remove and replace the septic system, install a new pump station and connect to the existing force main;
- Historical building: Install a new 1000 gallon septic tank, pump station, distribution box and curtain drain
- Install 2” sanitary force mains, 4” PVC pipe, topsoil and seeding and erosion control measures at all locations.

FURTHER RESOLVED, that the Town Board has determined that the proposed action is an “Unlisted Action” as defined SEQR.

FURTHER RESOLVED, that the Town Board, in its capacity of lead agency, has caused to be prepared an environmental assessment of the significance of potential environmental impact of the above listed action. The Town Board hereby accepts the environmental assessment of the proposed project prepared by Stuart I. Brown Associates, Inc., dated June 18, 2012.

Motion carried: Aye 5 Nay 0

**RESOLUTION AUTHORIZING THE TOWN OF PARMA TO SUBMIT AN
APPLICATION FOR GRANT FUNDING FOR
IMPROVEMENTS TO THE TOWN OF PARMA PARK THROUGH THE 2012
CONSOLIDATED FUNDING APPLICATION PROGRAM**

RESOLUTION NO. 161-2012 Motion by Councilperson Brown, seconded by
Councilperson Roose,

BE IT RESOLVED; That Steve Fowler, as the Town of Parma Director of Recreation, is hereby authorized and directed to file an application for funds from the New York State Office of Parks, Recreation and Historic Preservation in accordance with the provisions of Title 9 of the Environmental Protection Act of 1993 or the Federal Land and Water Conservation Fund Act of 1965, in an amount not to exceed \$400,000.00, and upon approval of said request to enter into and execute a project agreement with the State for such financial assistance to the Town of Parma for improvements to the Parma Town Park, including the replacement of a wastewater treatment system and if appropriate, a conservation easement/preservation covenant to the deed of the assisted property.

Motion carried: Aye 5 Nay 0

**A RESOLUTION TO REAFFIRM THE POLICIES OF THE 1989 MASTER PLAN
UPDATE AND TO ACKNOWLEDGE THE NEED FOR IMPROVEMENTS TO THE
WASTEWATER TREATMENT SYSTEM**

RESOLUTION NO. 162-2012 Motion by Councilperson Brown, seconded by
Councilperson Smith,

WHEREAS, the Policy Plan section of the Town of Parma Master Plan Update, completed in 1989 recognized the importance of the Town Park adjacent to the Town Hall as the Town's primary community-wide, Town operated park and included a policy stating that, "The expansion and enhancement of this facility will be considered as a priority in the overall parks system"; and

WHEREAS, in 2000 the Parma Town Board reaffirmed the continued validity of the recommendations of the 1989 Master Plan Update in support of its intention to expand the Town Park by acquiring property with woodlands and natural features for use for passive recreation; and

WHEREAS, Since 1988 the Town Hall Park has expanded with the acquisition of an additional 91 acres of land and the development of year round recreational opportunities. The additional park facilities added to Town Hall Park include:

8 baseball/softball diamonds (one field with lights), 2 sand volleyball courts, 4 lighted tennis courts, 2 lighted pickleball courts, 2 basketball courts, 4 open air picnic pavilions with tables and grills, 6 soccer fields, 2 multi-sport fields (one with lights), flush facilities, a ¾ acre stocked pond with fishing dock, bocce courts, horseshoe pits, a 1-mile nature interpretive trail, a 13,000 square foot newly renovated Skate Park, a cross-country running course, a championship

18-hole disc golf course one enclosed lodge, several other recreational venues, and plenty of parking.

WHEREAS, the Town has completed several improvement projects over the past years, including 1992 accessibility path project, 1992 Tree Planting program, 2003 completed Playground site renovation, 2003 and 2011 Skate park renovation projects, 2005 and 2010 Baseball Field renovation projects, 2004 expansion of disc golf course to 18 holes, 2005 construction of the cross country course which included updating and expanding the nature trail system and in 2012 field lighting for our multipurpose field and softball fields.

WHEREAS, the use of the Town Park has continued to increase, including soccer and lacrosse tournaments, cross country meets, disc golf, nature walking, picnics, cyclecross events, visitors to the historical building and community events;

NOW THEREFORE BE IT RESOLVED, the Parma Town Board does hereby reaffirm the Master Plan Updates recommendation to enhance the Town Park by completing improvements to the wastewater treatment system; and

BE IT FURTHER RESOLVED, that the Parma Town Board does hereby acknowledge the need for improvements to the wastewater treatment system to accommodate the increase usage of Park facilities.

Motion carried: Aye 5 Nay 0

**RESOLUTION OF SUPPORT FOR THE TOWN OF PARMA
PARKS GRANT APPLICATION**

RESOLUTION NO. 163-2012 Motion by Councilperson Brown, seconded by Councilperson Comardo,

WHEREAS, the wastewater treatment system at the Parma Town Park requires upgrades in order to properly and efficiently accommodate the demands of increasing public usage of Town Park facilities; and

WHEREAS, the Town received a study and cost estimates prepared by Larsen Engineers;

NOW THEREFORE BE IT RESOLVED, that the Parma Town Board fully endorses and supports the Town of Parma's application for funding through the NYS Office of Parks, Recreation and Historic Preservation to complete upgrades to the wastewater treatment system at the Town Park, and

BE IT FURTHER RESOLVED that the Parma Town Board does hereby commit to provide up to \$200,000.00 in cash and or in kind services as the local share of project costs.

LIBRARY REPORT

Library Director Becky Tantillo provided the Town Board with copies of flyers for upcoming summer programs.

BUSINESS ITEMS

SHARED SERVICES GRANT SALT SHED

Discussion by the shared services team during the planning stage for the shared salt shed included drainage concerns. Additional funds will be needed to prepare a drainage improvement plan for the properties along Grove Street that back up to the site. Approval is needed for the Town's portion of the fee which is not expected to be more than \$3,000.

RESOLUTION NO. 164-2012 Motion by Councilperson Roose and seconded by Councilperson Comardo, to approve \$3,000 as the Town's portion for study of how to address the runoff towards the properties along Grove Street that backup to the site.

Motion carried: Aye 5 Nay 0

PARMA SPECIAL POLICE

AMENDMENT TO RESOLUTION NO. 135-2012

During the April 5, 2012 Town Board meeting, the Town Board approved a resolution separating the Court Attendants from the Parma Special Police. The resolution referred to the Court Attendants as contractors and they should be referred to as employees.

RESOLUTION NO. 165-2012 Motion by Supervisor Carmestro and seconded by Councilperson Smith, to amend Resolution No. 135-2012 to replace the word contractors with employees.

Motion carried: Aye 5 Nay 0

PARMA SPECIAL POLICE BUDGET AMENDMENT

Councilperson Smith noted that a lot of the services provided by the Special Police are not currently being required. Therefore it does not make sense to continue funding budget lines due to the changes in the services provided by the Parma Special Police. He proposed changes to budget lines for the Parma Special Police effective August 1, 2012 that would include the elimination of the part time administrator position and reductions to other budget lines. It was noted that members of the Special Police are highly trained staff and their continued use in supporting safety will be needed through the remainder of 2012 and into the future. The duties of an auxiliary police force will be looked at more critically as the Town Board goes into the 2013 budget cycle and it was recommended that a determination on a residency requirement be addressed at the organizational meeting.

RESOLUTION NO. 166-2012 Motion by Councilperson Smith and seconded by Councilperson Comardo, to eliminate the position of Administrator PT and reduce the following budget lines to these budget balances for the Parma Special Police to reflect for the remainder of the year:

Administrator PT \$ 0.00

Office Equipment	\$500.00
Field Equipment	\$500.00
Office Supplies	\$200.00
Education & Professional	\$ 50.00
Books/Subscriptions	\$ 50.00
Contracted Services	\$ 00.00
Uniforms	\$200.00
Miscellaneous	<u>\$100.00</u>
	\$1,600.00

Motion carried: Aye 5 Nay 0

HIGHWAY TIMEOFF REQUESTS

Supervisor Carmestro met with Mr. Agnello regarding two grievances that have been filed pertaining to unfair time off practices at the Highway Department. A proposal has been suggested and if the Town Board is in agreement it will be presented to the Union. The proposal allows greater flexibility in taking vacation time off. In the past vacation time has been allowed in full week increments only for some employees. It is proposed that from April to September, ten days will be allowed with no more than two of the ten days taken in one month. The ten days will not be in addition to the vacation time the employee already has and week increments can also be requested. The day requests cannot be used back to back in Friday/Monday combinations for the same weekend and Monday/Friday combination for consecutive weekends. The Town Board felt this was a reasonable compromise and was in agreement. The Union would like the proposal in writing. Supervisor Carmestro will follow up with the Union representative.

HIGHWAY RESIDENCY REQUIREMENTS

An additional thirty day extension was given for meeting the residency requirement for supervisory positions in the Highway Department.

INFORMATIONAL ITEMS

Village Trustee Larry Speer shared that a self-standing emergency management communications tower is being built next to the water tower in the village. It will be about 40 feet higher than the water tower.

VFW Update - Supervisor Carmestro shared that he has been in contact with the attorney regarding the VFW building and no longer using it for party rentals. They also discussed funds owed to VFW and to the Town.

Insurance Audit - The results of the insurance audit came back. It looked very good and there were only some minor items to take care of at the Highway Garage.

MISCELLANEOUS

Highway Department Air Conditioner - The air conditioner was installed today by Matco Construction at the Highway Department break room. It was noted the price was very reasonable and the Supervisor thanked Mr. Prince for taking care of it.

LIAISON REPORTS

**Councilperson Brown reported that the Recreation Commission will be meeting next week. There is still some work to be done with regards to determining guidelines for the Special Police. Dog Control has been quiet, no report was submitted.

**Councilperson Comardo reported that the Zoning Board will meet this Thursday and he will be attending the training opportunity mentioned earlier to be held this Saturday. Code Enforcement has had 112 complaints filed year to date and 64 have been completed.

**Councilperson Smith reported that the Hilton Heat Soccer Tournament went very well. Both the Heat Tournament and the HAYLO Tournament were well attended. Because of this, our septic systems costs were higher. In particular with the HAYLO tournament the attendance was much higher than previous years and that may be something that needs to be looked at when negotiating future contracts with them.

VFW BUILDING REPAIRS

The door to the VFW has been severely damaged and needs to be replaced or repaired. The quotes for a new door range from \$7,500 to \$12,000. The option to repair, which is more reasonable, is \$812. There is enough money in their budget to make repairs.

RESOLUTION NO. 167-2012 Motion by Councilperson Smith and seconded by Councilperson Roose, to authorize \$812 from the VFW Building budget to be used to repair the front door at the VFW Building.

Motion carried: Aye 5 Nay 0

**Councilperson Roose reported on the possible final approval in August for Section 5 of the All Season Subdivision by the Planning Board. He noted there was some controversy regarding the application for two flag lots for the Winston Place Subdivision at 1920 North Union Street. This has been tabled until the next meeting. There was an inquiry about work at the new Hess location. It looks like asbestos is being removed from the building.

**Supervisor Carmestro thanked Randy Mousaw for his assistance during the Hilton Heat Soccer Tournament. He noted there will be a dedication ceremony for the monument commemorating the Martin Farm Conservation Easement. It will be held this Thursday at 4:00 p.m. at the Burritt Road access for the property.

Supervisor Carmestro recognized 2012 Village of Hilton Citizen of the Year, Dave Tresholavy, for his contributions to the community. He also reported that he met with the Mayor to discuss the possibility of having a joint fuel island. The Hilton Central School District would be sponsoring the grant and would include use by the Fire District as well.

The Town of Parma in conjunction with the Monroe County Health Department held a free rabies clinic on June 8, 2012. One hundred fifty three vaccinations were given by Dr. Wendel.

WARRANT

RESOLUTION NO. 168-2012 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$73,575.84.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 169-2012 Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of BOO Part Town Fund bills, in the amount of \$8,430.53.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 170-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$2,642.79.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 171-2012 Motion by Councilperson Roose, seconded by Councilperson Brown, to approve payment of DBO Highway, Townwide Fund bills, in the amount of \$33,978.51.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 172-2012 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$5,383.60.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 173-2012 Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of TAO Trust and Agency bills, in the amount of \$2,627.46.

Motion carried: Aye 5 Nay 0

There being no further business before the Town Board, Councilperson Brown made a motion to adjourn the meeting at 7:25p.m., seconded by Councilperson Comardo.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk