

Parma Town Board meeting held on Tuesday, March 18, 2014 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	James Smith
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Tina Brown
Councilperson	Kyle Mullen
Highway Supt.	Brian Speer
Building Inspector	Jack Barton
Director of Parks and Recreation	Tom Venniro

OTHERS IN ATTENDANCE

Library Director Becky Tantillo, Recreation Commissioners Al Howe and Dave Tresholavy, Mike Weldon, Helen Ives, Lon Jacobs, Amanda Fronckancer, Maggie Vebelacker, Jerasuk Mahum and other members of the public.

CALL TO ORDER

Supervisor Smith called the meeting to order at 6:30 p.m. and led those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Emergency exit procedures were noted.

MINUTES – MARCH 4, 2014

RESOLUTION NO. 89-2014 Motion by Councilperson Comardo, seconded by Councilperson Brown, to accept the Minutes of the March 4, 2014 Town Board meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk noted she will be out of the office at the end of the week and a half day on Monday. Elected and appointed Board members were reminded about completing the time tracking reporting for the retirement system. A quick summary of the presentation on the records management project was discussed. Plans will be made for a second presentation for those who were unable to attend.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported we have hit our limit of the 120% of our salt allotment. This will be enough to get us through this season but may not be enough for the beginning of the next season. The prolonged cold weather has been very rough on our roads. He noted that two of the worse roads are scheduled for work this year (portions of Dunbar and Collamer Roads). He talked about the change in how Towns are billed for the snow and ice removal on County roads in each community. The cost of the Snow & Ice contracts had previously been part of the County budget (General County Services) and was reflected in the County

tax rate. It has been changed to be billed as County Services- Localities; not as part of the General County Services individual municipality. The impact has resulted in the cost being distributed across nineteen systems instead of one county wide system. This has increased the cost to more rural communities with higher numbers for county road lane miles and fewer parcels to disburse the charges across, such as Parma, and lowered it for Towns that have fewer county roads and more parcels. The impact on Parma has increased. Our rate went from 15 to over 30 %. He felt the County Controller's office should have left it in the county budget instead of backing it out by town. Supervisor Smith noted there was discussion regarding this at the County Supervisors Association meeting as well. Supt Speer felt the impact of this was not noticed by taxpayers because of the tax break given by the Town this year to property owners outside the Village.

Supt. Speer noted the Town budgeted \$480,000 for State and County Snow and Ice contracts and we are \$73,000 over that. He expects there will be additional reimbursement as the last storm has not been calculated yet. He felt this would help to cover the salt overage. Supervisor Smith complimented Supt. Speer on the use of resources in getting through this last storm. The coverage provided by all individuals was really appreciated during the storm.

BUILDING DEPARTMENT REPORT

There was no report as Mr. Barton was at a training session.

PARKS AND RECREATION DEPARTMENT REPORT

Mr. Venniro reported the Senior Rotary Dinner was last Thursday was a success and well attended. The next Dinner will be the Annual Senior Dinner on May 2nd at the Plantation Party House.

Spring Brochure registration is in full swing using the new software program. The next phase will include integrating with the Clerk's office for rental of Park Pavilions and the VFW building. He will be working with the Village for Community Center scheduling and will set up time with the Library Director to look at ways they may potentially be able to use. He and the Town Clerk will be researching the potential restructuring of the convenience fee charged to customers for the ability to pay online and use a credit or debit card for payment. There has been some push back received on being charged the fee (generally \$3.00 but can be more depending on the amount being charged). They will be putting together a benefit analysis and more information can be expected at the next meeting.

Applications for the Recreation Supervisor position have been screened and there will be nine applicants interviewed. Recreation Commissioner Tom Ganley will be part of the interview process.

Mr. Venniro will be away at a State Conference training early next week. Work continues on growing the Facebook page. This will be a means to reach out to the public and share information via another means for the Town.

Supervisor Smith asked how many have used the on-line registration program. Mr. Venniro stated there was an incentive offered to participants to register their families and about 50% of the registrations have been done on line. He has been unable to compare registrations to prior years in that they cannot get numbers out of the old program.

LIBRARY REPORT

Becky Tantillo reported she had emailed the Library stats for the month of February. Highlights included the Monroe County Library System now offers Consumer Reports in their database. This is free to those with a Library card and can be used from the convenience of your home through the Parma Library website. Numbers on the computer usage for the laptops and the PC's were shared. Ms. Tantillo will be tracking this going forward. The Winter Wonderland Day event was well attended with 117 participants. A brief review of what occurred was shared.

PUBLIC FORUM

Supervisor Smith opened the public forum and asked if there was any citizen present who would like to address the Town Board. There was no response.

BUSINESS ITEMS

DISPOSAL OF FIXED ASSETS

Supervisor Smith noted IT infrastructure at the Recreation office has been updated. The old equipment needs to be removed from our asset lists.

RESOLUTION NO. 90-2013 Motion by Councilperson Brown, seconded by Councilperson Mullen, to declare the following list of computer equipment fixed assets as obsolete and surplus equipment and authorize them to be disposed of:

- 1 Acer monitor
 - 1 Samsung monitor
 - 2 HP keyboards
 - 2 Key Tronic keyboards
 - 3 HP Compaq Towers
 - 1 HP DX2200 Tower
- Motion carried: Aye 5 Nay 0

DOG KENNEL AGREEMENT FOR 2014

REPEAL OF RESOLUTION 31-2014

RESOLUTION NO. 91-2014 Motion by Councilperson Roose, seconded by Councilperson Mullen, to repeal Resolution 31-2014 authorizing a change to the term dates for the Kennel agreement between the Town of Parma and the Town of Hamlin.

Motion carried: Aye 5 Nay 0

LEASE AGREEMENT FOR KENNEL FACILITIES

The intent will be to get this agreement on a calendar year with the next cycle and to establish an inter-municipal agreement for dog control coverage for both Towns as well.

RESOLUTION NO. 92-2014 Motion by Councilperson Mullen, seconded by Councilperson
Roose, to authorize the Supervisor to enter into the Lease Agreement for Kennel Facilities
with the Town of Hamlin.

Motion carried: Aye 5 Nay 0

(See Schedule A at end of minutes for a copy of the lease agreement)

MISCELLANEOUS

REFUND SENIOR TRIP PAYMENT

RESOLUTION NO. 93-2014 Motion by Councilperson Comardo, seconded by Councilperson
Brown, to authorize a senior trip refund payment of \$60.00 to Betty Freeman.

Motion carried: Aye 5 Nay 0

RIGHT TO FARM LAW

It is expected that a public hearing will be scheduled for the first or second meeting in May. Mr. Copey, Chairperson for the Farmland and Open Space Committee, was not able to attend tonight's meeting. A copy of the draft was included in the agenda packet and will continue to be available on the website for review.

LIAISON REPORTS

**Councilperson Brown noted there had been no Planning Board and there was not a lot going on in the Assessor's office.

**Councilperson Comardo reported he had attended the Farmland and Open Space committee meeting. Discussion included the Right to Farm Law, where funding will be coming back at the State level for preservation, these will be 75% matching grants from the State and the remaining portion to be raised by the municipality; the Hojack Trail Feasibility Project from Rt. 390 to the Village of Hilton; and a brief discussion on the floodplain project.

**Councilperson Roose reported the Recreation Commission will be meeting next Wednesday; however, he will be out of town and unable to attend.

*Councilperson Mullen reported the Zoning Board of Appeals meets this Thursday.

**Supervisor Smith reported the Historical Society meeting was well attended and the presentation was on counterfeit money. He also attended the flood plain meeting which included representatives from the Village of Hilton, Towns of Greece and Parma, the Nature Conservancy and the Genesee Valley Finger Lakes Planning Council. They discussed the effect of what a Town might be doing and ways to communicate that information to surrounding towns that might be affected.

WARRANTS

RESOLUTION NO. 94-2014 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$69,973.34.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 95-2014 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$1,852.48.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 96-2014 Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$72,420.30.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 97-2014 Motion by Councilperson Mullen, seconded by Councilperson Brown, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$316.48.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 98-2014 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$928.69.

Motion carried: Aye 5 Nay 0

The total to be paid is \$145,491.29.

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

Respectfully submitted,

Donna K. Curry
Parma Town Clerk

Schedule A

LEASE AGREEMENT FOR KENNEL FACILITIES

LEASE AGREEMENT, made this 28th day of February, 2014, by and between the TOWN OF PARMA, a municipal corporation in the State of New York, having its office and principal place of business at 1300 Hilton Parma Corners Road, Town of Parma, Monroe County, New York, hereinafter referred to as "Lessee", and TOWN OF HAMLIN, having an office and principal place of business at 1658 Lake Road,

Hamlin, New York 14464, in the Town of Hamlin, County of Monroe and State of New York, hereinafter referred to as "Lessor".

WITNESSETH:

WHEREAS, Lessor owns and operates boarding kennel facilities for stray dogs known as Town of Hamlin Boarding Facilities, located at 80 Railroad Avenue, in the Town of Hamlin, County of Monroe and State of New York and

WHEREAS, Lessee desires to rent kennel facilities so that it may maintain a pound or shelter for dogs pursuant to Section 115 of the Agriculture and Markets Law of the State of New York.

THE PARTIES AGREE AS FOLLOWS:

1. Lessor hereby leases to Lessee, for Lessee's exclusive use, two dog kennels at Town of Hamlin Boarding Facilities.

2. Lessee, Town of Parma Dog Control Officer will use the leased facilities to provide and maintain a shelter or pound for all dogs seized by the Town of Parma in accordance with the provisions of section 115 of the Agriculture and Markets Law.

3. Lessee, Town of Parma Dog Control Officer shall have access to the leased facilities at all times to deliver and pick up seized dogs or redeem previously seized dogs. Lessee, Town of Parma Dog Control Officer in its use of facilities, agrees to adhere to the practices and policies of the Lessor.

4. Lessor shall provide a competent employee to care for the dogs in the leased facilities and shall provide food and water for such animals. Lessor agrees to provide all insurances, maintenance and repair as may be necessary, and shall keep the leased facilities in a clean condition.

5. The parties agree to comply with all provisions of Article 7 of the Agriculture and Markets Law and with any rules and regulations promulgated pursuant thereto in relation to seizure, holding care and redemption of dogs.

6. The Town of Parma will be responsible for collecting all kenneling fees prior to the dog's release to the dog owner as well as providing a release form to the dog owner so they may redeem their dog from the Town of Hamlin

7. The Town of Hamlin will be responsible for collecting all fees for veterinary costs, adoption, spayed and neutered fees from the dog owner.

8. If the dog is not adopted or cannot be placed in a foster home after the hold period, the Town of Hamlin will take the dog to Lollypop Farm. There will be a \$35.00 charge for transporting the dog to Lollypop Farm. The Town of Parma will be responsible for the admittance fee to Lollypop Farm.

9. Lessor agrees to provide to Lessee a monthly report of the number of "dog days" used by lessee during the preceding month. A "dog day" is defined as the use of one kennel by one dog for one day (e.g., one dog held in one kennel for three days equals three "dog days").

10. Lessee shall pay to Lessor the sum of \$2,000.00 in two payments, \$1,000.00 upon the signing of this contract, and the final payment of \$1,000.00 shall be payable on or about July 1, 2014 by voucher submitted to the Parma Town Board of the Lessee.

11. This agreement shall commence on the 28th day of February 2014 and shall continue through the 28th day of February 2015.

12. This agreement may be terminated by either party upon thirty days written notice to the other party, with monies due or overpaid prorated on a monthly basis to the termination date.