

Parma Town Board meeting held on Tuesday, November 4, 2009 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### **ATTENDANCE**

Supervisor	Richard Lemcke
Councilman	Carm Carmestro
Councilman	James Smith
Councilman	Gary Comardo
Councilman	James Roose
Highway Superintendent	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler

### **OTHERS IN ATTENDANCE**

Gene DeMeyer, Bob Prince, Helen Ives, Paul Zarpentine, Tom Zarpentine, Toby Zarpentine, Tom Bertrand, Steve Fowler, Jim Zollweg and other unidentified members of the public.

### **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.

### **2010 BUDGET**

An updated 2010 Tentative Budget was provided by Supervisor Lemcke. It reflected revisions discussed during budget workshops and changes made by the Supervisor. The Town Board reviewed and discussed these changes.

**RESOLUTION NO. 226-2009** Motion by Councilman Comardo, seconded by Supervisor Lemcke, to accept the Tentative Budget as the Preliminary Budget for 2010.

Motion carried: Aye 5 Nay 0

### **PUBLIC HEARING FOR 2007 PRELIMINARY TOWN BUDGET AND 2007 PRELIMINARY SPECIAL DISTRICT ASSESSMENTS**

Supervisor Lemcke opened the public hearing for comments at 6:55 p.m. Supervisor Lemcke noted that the tax rate is at zero and any further changes would have to be taken from savings or as cost cuts. Councilman Carmestro questioned the stipend for phones in the Parks department that was requested during the budget workshop. Supervisor Lemcke indicated this could come out of surplus and for \$360 was not a problem. Mr. Fowler asked about the possibility of a four day work week in the Highway Department. It was noted by the Supervisor that this would be at the discretion of the Highway Superintendent. The preliminary budget reflected a savings by doing a four day work week and it was noted that the labor union agreement would consider a four ten hour day work weeks.

Supervisor Lemcke requested public comments. There were no comments from the public or any further comments from the Town Board. Supervisor Lemcke closed the public hearing at 6:56 p.m. *See end of minutes for Legal notice.*

**RESOLUTION NO. 227-2009** Motion by Councilman Comardo, seconded by Supervisor Lemcke, to adopt the 2010 Budget as proposed, with a 0% rate increase.

Motion carried: Aye 5 Nay 0

### **MINUTES – OCTOBER 20, 2009**

**RESOLUTION NO. 228-2009** Motion by Councilman Smith, seconded by Councilman  
Roose, to accept the Minutes of the October 20, 2009 meeting.

Motion carried: Aye 5 Nay 0

### **TOWN CLERK REPORT**

The Town Clerk Monthly Report and VFW Summary for October have been submitted.

### **CORRECTION TO MINUTES – OCTOBER 6, 2009**

**RESOLUTION NO. 229-2009** Motion by Councilman Comardo, seconded by  
Councilman Smith, to correct the Minutes of the October 6, 2009 meeting on page 11,  
paragraph 6: "During the Village meeting there was agreement to extend sewers on Route 259  
south of Unionville Station." It should read: "During the Village meeting there was *discussion*  
*to set up an* agreement to extend sewers on Route 259 south of Unionville Station."

Motion carried: Aye 5 Nay 0

The Town Clerk reported she contacted Steve Ayers at the Hilton Central School District to  
follow up on the request to seek an alternative to leasing our postage meter machine through  
Pitney Bowes.

Credit card access fees will be reviewed to determine if the fees should be changed to cover  
what we are being charged. There was discussion on looking at Nationwide Payment Services  
to provide this service. Since the last time this was discussed, the Village of Hilton has started  
accepting credit card fees using this company. The Town Clerk will obtain current information  
on this option and report back to the Town Board. A thirty day notice must be given to our  
current provider.

### **AUTHORIZATION TO ESTABLISH VFW RENTAL FEE FOR NON-PROFIT ORGANIZATIONS**

A request has been received from Cub Scout Pack 278 out of the Northwood Elementary  
School for use of the VFW Lodge on March 14, 2010 for an all day rental. There was  
discussion on whether the Town could continue to absorb the full cost of waiving fees for non-  
profit groups and if fees were going to change the first of the year, when rentals should start to  
be taken for the next year, whether functions are actual school functions and having a coach or  
teacher be the primary applicant and a parent as the secondary. It was felt that a disclaimer  
should be included in the Recreation brochure indicating prices are subject to change by the  
Parma Town Board. A fee of \$75 was suggested by Councilman Carmestro. If it is  
questionable on whether it is a true school or non-profit function, it should be brought before  
the Town Board. This can be addressed in more detail at the organizational meeting.

**RESOLUTION NO. 230-2009** Motion by Councilman Smith, seconded by Councilman  
Comardo, authorizing a \$75 fee on all non-profit organization rental applications  
for use of the VFW Hall.

Motion carried: Aye 4 Nay 0 Abstained: Supervisor Lemcke

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported staff is finishing County work and brush pick up. They are also preparing  
for winter

**AUTHORIZATION TO BID FOR HIGHWAY EQUIPMENT**  
**STEEL SALTER INSERT**

**RESOLUTION NO. 231-2009** Motion by Councilman Comardo, seconded by Councilman Smith, authorizing a request for bids for the purchase of a Steel Galvanized Salter to be submitted on November 30, 2009.

Motion carried: Aye 4 Nay 0 Abstained: Supervisor Lemcke

Supt. Speer referenced correspondence he received regarding the intersection of Curtis Road at the Town Line Road. The requests would like to see more done to prevent accidents at that intersection. He plans to speak with Terry Rice. A traffic study would have to be done by Monroe County and it would ultimately be their decision with input from the Town.

Supt. Speer stated that he hoped to continue bringing the skate park ramps sometime next week or at the latest the following week.

Councilman Smith asked about the monthly Highway reports. Supt. Speer indicated he has them in the computer.

**BUILDING DEPARTMENT REPORT**

Mr. Barton reviewed changes to the Sewer District Agreement with the Town of Hamlin for the King Hamlin-Parma Sewer District. He noted a change to #7

**APPROVE THE REVISED KING HAMLIN-PARMA SEWER DISTRICT**  
**AGREEMENT**

Mr. Barton provided revised copies of the agreement, which was reviewed by both Town's attorneys, and noted two changes were made. These included charges totaling \$157.00 which is the average Hamlin charges and goes towards capital improvements, equipment purchases and repairs for their sewer districts. Wording was also added for the agreement to automatically extend for one year periods should it expire and no action has been taken.

**RESOLUTION NO. 232-2009** Motion by Councilman Comardo, seconded by Councilman Smith, accepting the revised King Hamlin-Parma Sewer District Agreement.

Motion carried: Aye 5 Nay 0

**SERVICES PROPOSAL FOR TOWN OF PARMA CODE REVISIONS**  
**STUART BROWN ASSOCIATES**

Mr. Barton has met with Stuart Brown Associates regarding the scope of work for revisions to the Town of Parma Code for a proposed fee of \$3,460. A proposal and timeline was provided.

**RESOLUTION NO. 233-2009** Motion by Councilman Comardo, seconded by Councilman Smith, to approve the services of Stuart Brown Associates for the scope of work for revisions to the Town of Parma Code at a cost of \$3,460.

Motion carried: Aye 5 Nay 0

Court Office Renovation – Mr. Barton reported that the work is almost done and their schedule is to finish by the end of the week. There was discussion on the repair needed to the roof and whether it was a design flaw or an installation issue. Mr. Price has met with the roofer and they have made a recommendation for how to fix but it is not within the scope of the work. The

architect did not feel that we could accept completion of the project until the roof problem has been resolved. Mr. Prince noted that an inspection with the roofer indicated that the installation caused the leak. Concern was expressed by the roofing crew about the amount of water that comes off the south roof to this spot. There was further discussion on snow load, possible solutions and the weather temperature for finishing. Mr. Barton noted that smoke detectors were set off during the work. He expressed concern that staff did not immediately leave the building when the alarms went off and will be following up with a letter explaining the procedure when the alarm goes off.

Stormwater Coalition Seminar - The Building Department will be hosting a Stormwater Coalition Seminar for Erosion and Sediment Control sponsored by the Monroe County Soil and Water District tomorrow for approximately thirty contractors and municipal workers.

Lakefront Setbacks – There was further discussion on the status of what should be considered the front and the rear yards for lakefront property. There was discussion on not changing the front and back yard references but changing the setbacks for allowing sheds in the side yard and possibly the front yard which is currently the road side. Councilman Carmestro requested input from the Zoning Board. There was further discussion on the pros and cons of changing from what we are doing now and other options that might be available. One option considered was to increase the rear set back from the water front for a deck. Guidance from Stuart Brown Associates was suggested. It was suggested Town Board members make a trip to view some of the lakefront properties. The Town Board is looking for suggestions and concluded that it seems like lakefront property owners would like to have their decks on the lakeside and sheds on the road side of their houses.

4618 Ridge Road West – Mr. Prince informed the Town Board that he has received a letter from the North Greece Fire District expressing their concerns of changes and occupancy at 4618 Ridge Road West, known as the “Golf Dome”. They would like input on these changes and the work being done across the road at Valle Baseball. It was noted the owner does not have a copy of the letter at this time. It appears the owner has not submitted a request to the state for a variance to increase occupancy. Mr. Prince noted the final electrical inspection report, fire alarm inspection report have not been received and pizza oven issues have not been addressed. The fill permit fee was reduced at the last Town Board meeting and was paid and picked up the next day. There is another meeting expected with the Planning Board. Mr. Barton noted that the engineer was to be back within the month with a site plan for what they are doing in the back. There was discussion on the occupancy numbers for the dome and the masonry building; and the impact of sprinklers and the number of exits for this venue and the baseball venue.

## **RECREATION DEPARTMENT REPORT**

Mr. Fowler reported the Recreation Department is beginning to prepare our 2010 winter brochure, which is due to the printers on December 4, 2009 and expected out to the public by December 15, 2009.

The department has been informed that town employee Shannon Balbi will be taking her Civil Service test on Saturday, February 6, 2010. The Monroe County Civil Service Commission is expected to officially advertise for this Recreation Supervisors test in early December.

Upcoming department events include the Senior Citizen Thanksgiving dinner on Friday, November 13, 2009 and the Community Tree Lighting program with the Village of Hilton on Saturday evening, December 5, 2009.

This weekend the Recreation Department will be filming the games of our girl’s basketball league using equipment borrowed from Hilton Central School. We will be sending the finished product to Time Warner. He asked that there be future Town Board discussion to purchase the proper audio visual equipment required to utilize this public access venue.



**BUDGET TRANSFERS**

There was discussion on the transfer request of \$5,435.41 from Diesel Fuel (DB0550513045300) to Part Time (DB0550514212000) and the request for \$1,400 from Diesel Fuel (DA0550514245300) to Part Time (DB0550514212000). There was also discussion on the transfer from Contracted Services to the Cell Phone line for \$36.00.

TRANSFERS TO BUDGET

Nov-09

FROM			TO			REQUESTED
ACCT #	DESCRIPTION	AMT.	ACCT #	DESCRIPTION	AMT.	
AOO570731049542	THEATRE	1,100.00	AOO570731049732	BASKETBALL CAMP	1,100.00	FOWLER
AOO571711042500	MAINTENANCE SUPPLIE:	10.12	AOO5717110.45200	VEHICLE MAINTENANCE	10.12	DOOL
BOO530341041000	OFFICE SUPPLIES	150.00	BOO5303410.48000	MISCELLANEOUS	150.00	PRINCE
BOO530341043000	EDUCATIONAL	540.68	BOO5303410.48000	MISCELLANEOUS	540.68	PRINCE
AOO550513246000	CONTRACTED SERVICE	36.00	AOO550513244300	CELL PHONE	36.00	SPEER
BOO550851049000	SPRING CLEAN UP	392.90	BOO550851049100	RECYCLING	392.90	SPEER
DBO550513045300	DIESEL FUEL	5,435.41	DBO550514212000	PART TIME	5,248.00	SPEER
			DBO550513045200	VEHICLE MAINTENANCE	187.41	SPEER
DBO550513045300	DIESEL FUEL	187.41	DBO550513045200	VEHICLE MAINTENANCE	187.41	
DBO550904081000		1,300.00	DBO550906081000	MEDICAL INSURANCE	1,300.00	SPEER
DAO550514245300	DIESEL FUEL	1,400.00	DAO550514212000	PART TIME	1,400.00	SPEER
AOO510101021000	OFFICE EQUIPMENT	500.00	AOO510101043000	EDUCATIONAL	500.00	GAVIGAN
BOO599990191000	INTERFUND TRANSFER	17,000.00	BOO599990191200	DRAINAGE	17,000.00	GAVIGAN
AOO515135549000	ASSESSMENT REVAL	2,200.00	AOO515135512000	ASSISTANT ASSESSOR	2,200.00	GAVIGAN
AOO530398911000	SAFETY COORDINATOR	2,000.00	AOO515135511000	ASSESSOR	11,900.00	GAVIGAN
AOO530398921000	EQUIPMENT	2,500.00				
AOO512122012000	SECRETARY	4,500.00				
AOO575751046000	CONTRACTED SERVICE	2,900.00				
AOO575751046000	CONTRACTED SERVICE	8,000.00	AOO516142047400	LEGAL	11,000.00	GAVIGAN
AOO513132047100	AUDITORS	3,000.00				

**RESOLUTION NO. 237-2009** Motion by Supervisor Lemcke, seconded by Councilman Smith, to approve the Budget Transfers without the request for \$5,435.41 from Diesel Fuel (DB0550513045300) to Part Time (DB0550514212000) and the request for \$1,400 from Diesel Fuel (DA0550514245300) to Part Time (DB0550514212000).

Motion carried: Aye 5 Nay 0

**HEALTH CARE-NEW EMPLOYEES**

There was discussion on the health care benefit for new employees. The Town Board had passed a resolution in 2008 to provide fifty percent of the cost to the Town for a Single or Family plan. The Town will be paying \$9,300 per year for family coverage and \$4,152 per year for single coverage (insurance and HSA) with the change to the new health insurance plan. It was determined that fifty percent of the new family plan will be \$4,650 and fifty percent of the new single plan will be \$2,076. This becomes roughly the equivalent of the catastrophic insurance cost. It was noted this does not include the Highway union employees. Their insurance is negotiated.

**INFORMATIONAL ITEMS**

**TRAFFIC STUDY REQUEST - ROUTE 18 AT HAMLIN PARMA TOWN LINE ROAD**

A request has been received from Cathy Seifert for a flashing light at the intersection of Roosevelt Highway and Clarkson Parma Town Line Road.

**RESOLUTION NO. 238-2009** Motion by Supervisor Lemcke, seconded by all Town Board members, to request a traffic study by the New York State Department of Transportation at the intersection of Route 18 Roosevelt Highway and the Clarkson Parma Town Line Road.

Motion carried: Aye 5 Nay 0

### **DOG CONTROL VOUCHER**

There was discussion on not being able to discuss this with Mr. Fritz since he had already left the meeting and what should be considered an appropriate purchase.

**RESOLUTION NO. 239-2009** Motion by Councilman Comardo, seconded Councilmen Carmestro, to request payment of a voucher to the Dog Control Officer for the purchase of an Under Armour shirt and boots.

Motion carried: Aye 3 Nay 2

Voting Nay: Supervisor Lemcke  
Councilman Comardo

### **ABOVE GROUND FUEL STORAGE TANKS**

This was transferred to the November 17<sup>th</sup> meeting.

### **LIAISON REPORTS**

\*\*Councilman Smith reported there have been 175 compliance issues with 55 still remain open with several moving to court.

\*\*Councilman Comardo reported the Village Board had contacted the Recreation Commission for ideas on how their recreation fee funds (\$40,000) could be used in the Village. The Recreation Commission came back with the recommendation for an ice skating venue in the Village.

The Special Police provided 1,172 volunteer hours year to date and has provided time at high school football games in October.

\*\*Councilman Carmestro reported Make a Difference Day was a huge success. The close out meeting was earlier today. Plans are being made for next year on the 24<sup>th</sup> of October 2010. There was nothing pressing to report from the Village Board meeting.

### **PAYMENT OF WESTSIDE NEWS VOUCHER**

**RESOLUTION NO. 240-2009** Motion by Councilman Carmestro, seconded by Supervisor Lemcke, to authorize payment to Westside News for \$199.98 for the Make a Difference Day recycling ad.

Motion carried: Aye 5 Nay 0

### **DUNBAR ROAD EAST SEWER DISTRICT COMPLIANCE REVIEW**

The Town has received notice that Rural Development will be coming to do interviews for a compliance review on November 10, 2009. The review is a stipulation of receiving federal loan funds for the Dunbar Road East Sewer District. There was discussion.

### **ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 241-2009** Motion by Supervisor Lemcke, seconded by Councilman Smith, to enter into Executive Session to discuss a union negotiation matter.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 8:27 p.m. after a short break so that people could leave.

**CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 241-2009** Motion by Councilman Carmestro, seconded by Councilman Smith, to close the Executive Session at 8:35 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

**APPROVAL OF UNION LABOR AGREEMENT**

A tentative agreement has been reached with the Highway Department employee's union for one year duration to expire on December 31, 2010. The agreement is subject to ratification by the Union membership and ratification and legislative approval by the Town Board.

**RESOLUTION NO.242-2009** Motion made by Councilman Carmestro, seconded by Councilman Smith, to ratify and approve the tentative one year agreement with Labor Union for Highway Employees which will expire on December 31, 2010.

Motion carried: Aye 5 Nay 0

**ARSENIC TESTING TOWN HALL PARK**

Supervisor Lemke reported the work plan developed by Chatfield Engineers has been sent to Scott Foti of the DEC and is awaiting a response.

There being no further business brought before the Town Board, Councilman Smith made a motion to adjourn the meeting at 8:37 p.m., seconded by Councilman Comardo and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk

A Legal Notice was published in the official Town paper and was posted as prescribed by law on the Town Hall bulletin board, at the Post Office and at the Library.

**Legal Notice  
Town of Parma  
Public Hearing for the 2010  
Preliminary Budget and Special Districts**

PLEASE TAKE NOTICE that the Public Hearing for the 2010 Preliminary Budget and Special Districts for the Town of Parma on Tuesday, November 4, 2009 at 6:30 p.m., at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York. This meeting is open to all interested persons. A copy is available at the office of the Town Clerk for inspection by any interested person during the hours of 8:00 a.m. to 4:00 p.m. Monday through Friday and until 5:00 p.m. on Thursday.

The proposed salaries for the following Town Elected Officials for 2010 are:

Supervisor	\$18,230.00
4 Councilpersons (\$5,959.39 each)	\$23,837.56
Town Clerk	\$34,948.00
Highway Superintendent	\$57,528.00
2 Town Justices (\$13,843.00 each)	\$27,686.00

Dated: October 21, 2009  
Donna K. Curry  
Parma Town Clerk