

Parma Town Board meeting held on Tuesday, November 17, 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**

Helen Ives, Gene DeMeyer, Carol Kluth, Bob Prince, Peter McCann, Mike Weldon, Mary Eichas-Gavigan, Kenneth Gavigan, Kathleen Melvin, Steve Fowler, Michael Adams, Scott Copey and family, Jim Zollweg, Don Harter 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.

### **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.

Friends of the Parma Public Library - Mary Eichas Gavigan updated the Town Board regarding the Friends of the Parma Public Library. The group generates revenue through their semi-annual Book Sale and the sale of used books through Mainly Books located at 24 Main Street in the Village. This year they provided funds for the Library's DVD cleaner, upholstered the chairs to match the new carpeting, purchased new tables and paid for several youth programs. A Teen Advisory Board has presented a plan and wish list to make their area more compatible and user friendly. The group feels that they have made an impact on the community especially with the book store by providing: an adult volunteer opportunity in the store; an opportunity for residents to donate used books; the opportunity to purchase from a reasonably priced selection; programs and items that otherwise might not have been attainable for the Library; filled an empty store front and a philanthropic opportunity. Bob Hunte was acknowledged for the use of his store space and the Library staff, in particular Rosalind Lipomi, for the great job they do.

### **LOLA RAE HEINRICH - REMEMBERED**

**RESOLUTION NO. 243-2009** Motion by Supervisor Lemcke, seconded by the entire Town Board, to dedicate a blank page in the Minutes in memory of Lola Rae Heinrich for her service to the Town of Parma and in particular, as a member of the Library Board from 1998 through 2007 and as chairperson of that Board from 2001 to 2007.

Motion carried: Aye 5 Nay 0

**FARMLAND AND OPEN SPACE PRESERVATION UPDATE ON MARTIN FARM  
CONSERVATION EASEMENT**

Farmland and Open Space Committee – Scott Copey reported that the committee has recommended that the easement name both the Town of Parma and Genesee Land Trust as Grantees. The reason for their decision included cost savings, co-holding the easement will maintain a balance between municipal interests and conservation objectives, landowner confidence and public confidence through assurance of the Town's intentions. The committee also recommended that the proposed Conservation Easement and Memorandum of Understanding be reviewed by legal counsel and future conservation easements be reviewed on a case by case basis. They hope that this could be closed by the end of the year.

**AGREEMENT BETWEEN THE TOWN OF PARMA AND GENESEE LAND TRUST  
TO CO-HOLD THE CONSERVATION AGREEMENT FOR  
MARTIN FARM PROPERTY**

**RESOLUTION NO. 244-2009** Motion by Councilman Smith, seconded by Councilman Comardo, to enter in to a co-holding agreement between the Town of Parma and Genesee Land Trust for the Martin Farm Conservation Agreement.

There was discussion on the difference between a conservation easement and development rights. It was noted that the conservation easement cannot be undone.

Motion carried: Aye 5 Nay 0

Supervisor Lemcke will contact Dan Bryson regarding the agreement and Mr. Barton will follow up on SEQR and Gay Mills, Genesee Land Trust, will take care of the survey.

This was recognized as a Type 1 action with the Town of Parma Town Board declaring itself as lead agent and no involved or interested agencies were identified.

**PUBLIC HEARING – PURCHASE OF CONSERVATION EASEMENT FOR THE  
MARTIN FARM AT 396 BURRITT ROAD**

**RESOLUTION NO. 245-2009** Motion by Councilman Smith, seconded by Councilman Carmestro, to recognize the purchase of a conservation easement for the Martin Farm at 396 Burritt Road as a Type 1 action where the Town of Parma is the lead agency and no involved agencies were identified; and to advertise for a public hearing to be held on December 1, 2009 at 6:30 p.m. to consider the purchase of a conservation easement by the Town of Parma for the Martin Farm at 316 Burritt Road.

Motion carried: Aye 5 Nay 0

**MINUTES – NOVEMBER 4, 2009**

**RESOLUTION NO. 246-2009** Motion by Councilman Smith, seconded by Councilman Comardo, to accept the Minutes of the November 4, 2009 meeting.

Motion carried: Aye 5 Nay 0

**TOWN CLERK REPORT**

Records Management Grant - The Town Clerk reported she met with representatives from the Village and the consultant who will do the needs assessment. The consultant has started gathering data and has met with department heads for their input.

King Hamlin-Parma Sewer District - The agreement has been signed by both supervisors and filed in the Clerk's office.

Compliance Review for USDA/Rural Development – The Town Board has been updated on the meeting with Jo Ann Keller regarding our compliance review. She has followed up on the status of the Wastewater System report indicating that we can use last year’s report. This review will be done every three years. She will be completing her contacts for interviews and I will be providing some additional information requested.

Credit Card Provider – The Clerk met with the Village to see how their credit card program works and has set up an appointment with Nationwide Payment Solutions for specifics of their program. In addition to the Village of Hilton, Victor, Spencerport, Churchville and Penfield are using this company to provide credit and debit card services.

Open Position – The individual who assists during tax season has informed the Clerk of a full time opportunity at her primary job that she would like to take advantage of. In reviewing the departments needs, this will be a part time position with primary hours during tax periods, with reduced or no hours during non tax periods and will offer additional support during vacations and other times of need. This will not have any overall affect on the department’s budget.

### **TOWN CLERK / RECEIVER OF TAXES - BONDING**

**RESOLUTION NO. 247-2009** Motion by Councilman Comardo, seconded by Councilman Roose, to approve the surety form and the amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes and Assessments as follows:

Type of Undertaking:	Public Employee Dishonesty
Insurance Policy:	Travelers Insurance Company
Amount:	\$500,000.00

Motion carried: Aye 5 Nay 0

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported he has met with Monroe County Department of Transportation (MCDOT) representatives regarding the bridge replacement projects for Hill and Collamer Roads. Fisher Associates was selected as the engineers for the Collamer Road bridge and Barton and Loguidice, P.C. was chosen for the two Hill Road bridges. Next steps included review of the fees and proposed number of hours for each phase of the projects. MCDOT will be looking to renegotiate the numbers or have an explanation of why the fee is higher than expected.

Staff continues to finished County work, has readied snow and ice equipment and is mowing drainage ditches where the Town has easements. Supt. Speer expects that a crew will be going to the Town of Richmond on Thursday to bring back the skate park ramps. There was discussion on having a welder available to put the ramps back together, how long it might take and making alternate arrangements if this is not possible.

### **BUILDING DEPARTMENT REPORT**

Mr. Barton reported he will be meeting the fire department, Village of Hilton and the school district to review and update the Hazardous Mitigation Plan with Monroe County for the Town. This is required to be updated every five years and is expected to take about six months. A community stormwater pond is one of the items that will be discussed. This will satisfy federal requirements should the Town decide to seek grant money or funding for mitigation of hazards in the future.

Doug Miller Sports Complex - Councilman Carmestro inquired about the status of the restaurant in this facility. Mr. Prince reported that the restaurant owner now says a Type II exhaust system will suffice. There was discussion on the difference between Type I and Type II systems and the municipality having the authority to determine the type of hood.

## **RECREATION DEPARTMENT REPORT**

Internship - Mr. Fowler reported that beginning in January the department will be hosting John Colapietro for an internship which will last through April.

Accreditation - A copy of the Commission for Accreditation of Parks and Recreation Agencies standards was given to the Town Board. There have been over a dozen new standards added or adjusted this year.

Annual Review - The department will be completing its evaluation of their goals and objectives for 2009. The review will become part of the Annual Report due in January.

Cross-Country Ski Trail System - A packet was provided to the Town Board specifying equipment necessary to start a grooming cross-country ski trail system at Parma Town Hall Park this winter. Mr. Fowler is looking for feedback on the concept and if there is support to move forward. He noted that this has been requested through feedback from surveys. There was discussion on impact to Park staff, equipment needed, cost, trail placement and marking.

## **PARKS DEPARTMENT**

Joe Petricone reported the DEC will not be making any improvements to the parking area for access to the state wildlife area off Bennett Road. He would like to see a stone "guardrail" surround the parking area to prevent driving into the fields. It was noted that this would not prevent access for the farmer. Mr. Petricone also reported staff has cleaned out brush and overgrowth for the bus turn around on Route 259.

## **BUSINESS ITEMS**

### **ANNUAL DONATION – MERCY FLIGHT**

**RESOLUTION NO. 248-2009** Motion by Councilman Comardo, seconded by Councilman Carmestro, to authorize a donation of \$500 to Mercy Flight.

Motion approved: Aye 5 Nay 0

### **GRIEVANCE – SPECIAL POLICE**

Don Harter a member of the Hilton Fire Department indicated that he felt it was unfair to the public when tickets are issued by the Special Police and they also act as Court Security Officers. Residents who are issued tickets by the Special Police cannot be heard in local court because a conflict of interest arises for the local Justices. Mr. Harter felt that a choice should be made between patrolling and being a Court Security Officer. There was discussion on tickets being issued and whether they were to be courtesy only. Special Police and Town Justices will be contacted for further information.

### **PREPAY OPTION FOR WORKERS COMPENSATION**

**RESOLUTION NO. 249-2009** Motion by Councilman Smith and seconded by Councilman Comardo, to accept the prepay option for the 2010 Worker Compensation payment in order to receive the five percent discount if paid by February 15, 2010.

Motion carried: Aye 5 Nay 0

### **HISTORICAL DONATION RETURN REQUEST**

**RESOLUTION NO. 250-2009** Motion by Councilman Carmestro and seconded by Councilman Comardo, to return the carriage/milk stone which was never recorded as a historical artifact to the Town of Parma to the current property owner, Vaccarelli, to complete the restoration being done at 221 Peck Road.

Motion carried: Aye 5 Nay 0

### **MISCELLANEOUS**

Part Time Highway Payroll Account DBO- 550.5130.120.00 – There was discussion on payment of part time payroll and review of correspondence received in 2007 from the Comptrollers office regarding authorization of payroll on overdrawn payroll lines. Supt Speer indicated the work being done is not excessive and felt it was justified. Supervisor Lemcke noted that he cannot expend funds for payroll where there is no appropriation. There was continued discussion which eventually evolved into whether the skate ramps would be moved. Mr. Petricone was asked to notify the Supervisor if transport of the ramps was not accomplished as previously discussed.

### **INFORMATIONAL ITEMS**

#### **PUBLIC HEARING - ABOVE GROUND FUEL STORAGE TANKS**

There was further discussion on the draft version for the changes to the Town Code for Fire Prevention as it pertains to Above Ground Fuel Storage Tanks.

**RESOLUTION NO. 251-2009** Motion by Councilman Carmestro and seconded by Councilman Smith, to hold a public hearing on December 1, 2009 at 6:30 p.m. to discuss changes to the Parma Town Code for Fire Prevention as it pertains to Above Ground Fuel Storage Tanks.

Motion carried: Aye 5 Nay 0

### **LIAISON REPORTS**

\*\*Councilman Comardo reported the Recreation Commission will be tomorrow and the Special Police on Thursday. He met with the Assessor's Office to receive an update on the sharing of assessment services with the Town of Hamlin. The Assessor indicated the full value assessment is expected to be completed July 1, 2010 and the process has been smooth so far.

\*\*Councilman Roose reported he has attended last night's Planning Board meeting, there was nothing significant to report and they are keeping him abreast of what is happening with the Dome and Valle Baseball. He has not received the Dog Control report.

\*\*Councilman Carmestro reported the Fire District would like to purchase a new camera to be placed on the Highway garage using a different bracket. Supt. Speer was in agreement and the district will contact him to arrange. Requests have been received from the soccer, football and baseball organizations to start reviewing contracts for next year. There was discussion on starting the process now for the first of the year. Councilman Carmestro will proceed with getting the agreements set up for the first of the year.

### **WARRANT**

**RESOLUTION NO. 252-2009** Motion by Councilman Comardo, seconded by Councilman Smith, to approve payment of the warrant as submitted below.

		FUND TOTALS	
AOO	General Fund	\$	116,497.92
BOO	Part Town	\$	15,344.25
DAO	Highway, Townwide	\$	26,490.29
DBO	Highway, Part Town	\$	47,864.62
HDO	Town Bridges	\$	25,335.06
LOO	Library	\$	11,732.71
SDO	Townwide Drainage	\$	5,323.33
TAO	Trust & Agency	\$	3,691.94
		GRAND TOTAL:	\$ 252,280.12

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 8:00 p.m., seconded by Councilman Comardo and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk

**IN MEMORY OF LOLA RAE HEINRICH**

Parma Town Library Board Member 1998 - 2007