

Parma Town Board meeting held on Tuesday, December 4, 2012 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### **ATTENDANCE**

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

### **OTHERS IN ATTENDANCE**

Recreation Commissioner Al Howe, Helen Ives, Rob Quetschenbach, Brandon Williams, Esther Walz, Matt Watkins, Nico Grossvenaur, Ed Arnold, Dave Sidorchuk, Tony Ricketts, Mike Weldon, Sr., Carol Kluth, Kyle Mullen, Tammy Mullen, Emily Mullen, Greg Speer and other unidentified members of the public.

### **CALL TO ORDER**

Supervisor Carmestro 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 Carmestro noted emergency exit procedures.

### **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.

Ed Arnold asked to speak on the gator purchase. It was noted that this is an agenda item that he can comment on. He also wished to discuss a proposed change to the Town Code having to do with the size of handicap spaces. He questioned whether the Town could change the size of handicap parking spaces as it is federally regulated. Supervisor Carmestro asked that this be deferred to Mr. Barton. It was noted he was not present at the meeting but it would be referred to him for follow up.

### **JOINT MEETING MINUTES – NOVEMBER 13 2012**

**RESOLUTION NO. 284-2012** Motion by Councilperson Comardo, seconded by Councilperson Brown, to accept the Minutes of the November 13, 2012 meeting.

Motion approved: Aye 4 Nay 0 Abstain Councilperson Roose (who was absent from that meeting)

### **MINUTES – NOVEMBER 20, 2012**

**RESOLUTION NO. 285-2012** Motion by Councilperson Comardo, seconded by Councilperson Roose, to accept the Minutes of the November 20, 2012 meeting.

Motion approved: Aye 4 Nay 0 Abstain Councilperson Smith (who was absent from that meeting)

### **TOWN CLERK REPORT**

The Town Clerk and VFW Summary Reports for November have been submitted and filed.

The Town Clerk and her Deputy attended a New York State Town Clerk Association Regional meeting which was held in Rochester yesterday. The training sessions included Disaster Planning and Preparedness and Town Clerk Legal Responsibilities.

The Clerk also reported she attended a conference call meeting with the Village Clerk and the grant writer used for the last grant received. The purpose of the meeting was to plan for 2013-2014 Local Records Management Grant application for the next round of grant funding due February 1<sup>st</sup>. The request will be to complete the remaining records which were not covered in the last grant.

It has been posted on the website that starting on January 1, 2012 the VFW building will no longer be rented to the public.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer was not in attendance. There was no report. Supervisor Carmestro reported that there was an accident with Town equipment when a Highway employee was doing drainage work between two houses and siding on one house was damaged. There was no incident/accident report filed. It came to the attention of the Supervisor when a claim was filed by the resident. This will be brought to Supt. Speer's attention as proper protocols were not followed.

### **BUILDING REPORT**

There was no Building Department report. (*See Supervisor's report under Liaison Reports*)

### **RECREATION DEPARTMENT REPORT**

There was no Recreation Department Report.

### **BUSINESS ITEMS**

#### **TOWN PARK GATOR PURCHASE**

Councilperson Smith stated that there are several gators used for a variety of jobs in the Town Park. They are getting on in years. The Town has been offered what he feels are reasonable trade-ins for the 2004 and 2005 gators. The trade-ins would go against the purchase of a new gator which is on state bid. A roof and winch have been added as accessories to the new gator.

One of the gators being traded currently has the roof/enclosure. The winch would be a new accessory which would be used when they need to haul brush and trees from out back and to haul out other equipment when it gets stuck.

The cost of the new unit would be \$12,160.96. The total trade-in will be \$6,800 for a net purchase cost of \$5,360.96.

Edward Arnold addressed the Town Board about the following concerns and comments he had with this purchase.

He wanted to know what the gators are used for. Councilperson Smith responded that gators are used to haul equipment and cart tools to locations within the park and Supervisor Carmestro noted that they are used to plow sidewalks at the Town Hall and at the Museum as well. The gators are also used by Park Attendants in the evenings and on weekends. Due to safety concerns for those in the park and the staff; they travel in pairs monitoring the park. It was clarified by Supervisor Carmestro that this is not a personal vehicle but is for specific work uses needed in the Park.

What the number of hours were on the gators to be traded and what the maintenance costs are. Councilperson Smith did not have the exact number of hours on each gator. Mr. Arnold indicated he spoke with a Foreman who told him 3800 and 2800 hours on the other. With regard to the maintenance costs, he estimated \$3,000 for the past two years.

Mr. Arnold felt that gators were being used as personal carriers and that it would be smarter to purchase a four-wheeler or a golf cart to transport people. He understands the need for one gator but not two. He felt that a gator is meant to do what a gator does but should not be a transport vehicle. Councilman Smith responded that a golf cart might be feasible for the front of the Park but the gators are necessary for work in the back part of the park. Supervisor Carmestro noted they are used to go back and forth to the disc golf course and the VFW building. It was noted by both Councilman Smith and Supervisor Carmestro that they are coming from three gators down to two. The Town would like to see how well this will work and reassess when the 2007 gator comes up for replacement.

Mr. Arnold also felt that the Town gets rid of their equipment way too soon and that too much equipment creates more expense. He thought that the Town had a small loader that is used in the Park. It was noted that the Parks department does not have a loader and the tractor (mower) is not for that purpose. This request fills that need. It is more efficient to have this type of a piece of equipment that has multiple uses.

Kyle Mullen asked if there would be any other loss of capability other than the reduction of one vehicle. Councilman Smith responded that the new gator gives us more flexibility. Supervisor Carmestro reiterated that the Board recognizes that we do not need three vehicles and is reducing the number of vehicles.

During further clarification it was noted that the remaining gator is actually a Kubota which Mr. Arnold realized as being less expensive than the Gator counterpart. Mr. Arnold was given a copy of the quote for the new gator and realized that the vehicle that is being purchased is not the standard gator that he thought it was and is not what they are currently replacing.

Councilperson Smith noted this has been discussed at several prior meetings in the past two months.

Supervisor Carmestro indicated that he would like to see new guidelines associated with use of this piece of equipment, in particular that there will be no outside usage of the gator. It was agreed that parameters should be established.

Councilperson Roose inquired if the expiration date on the quote would be a problem. Councilperson Smith indicated that the vendor is aware and they are working with us.

### **GATOR PURCHASE**

**RESOLUTION NO. 286-2012** Motion by Councilperson Smith, seconded by Councilperson Comardo, to authorize the purchase of a John Deere XUB Gator in the amount of \$12,160.96 which is under state bid contract; and to authorize the trade in of a 2004 John Deere Gator for \$\$3,200 and a 2005 John Deere Gator for \$3,600 currently in use by the Parks Department. The net cost to the Town will be \$5,360.96.

Motion approved: Aye 4 Nay 1

Voting Nay Supervisor Carmestro (He did not feel the winch and roof were necessary)

### **ESTABLISH DATE FOR ORGANIZATIONAL MEETING AND FIRST TOWN BOARD MEETING OF 2013**

**RESOLUTION NO. 287-2012** Motion by Councilperson Smith, seconded by Councilperson Roose, to set the date for the Organizational meeting and first Town Board meeting of 2013 for January 2, 2013 at 6:30 p.m. at the Parma Town Hall.

Motion approved: Aye 5 Nay 0

Supervisor Carmestro reminded Town Board members of the Year-End bill paying session and meeting which will be Friday, December 28, 2012 at 9:00 a.m.

### **COMMISSIONER OF PUBLIC WORKS**

Supervisor Carmestro noted that all Board members had received the information on Commissioner of Public Works; asked what their thoughts were on this and asked how they felt about moving forward.

Councilperson Comardo felt the Board should move forward as the Town would be better served with a Commissioner of Public Works.

Councilperson Brown agreed.

Councilperson Smith stated that he also agreed and felt in part there is a need because the money we are going to have will be getting tighter and tighter. We will need to have someone not only managing the Highway Department but also the Park and its employees. His goal would be to have these two groups under one roof and the sharing of these resources. It is not likely we will be hiring more employees but the Town continues to grow and will need to have more flexibility. It is his hope that this position would allow the blending of those departments.

Councilperson Roose noted that many Towns have a Commissioner of Public Works which is a non-elected Highway Superintendent. He felt that what they are trying to accomplish will make it easier and more efficient for everybody.

Supervisor Carmestro noted that the Town Board does not have control especially over financial issues and felt we should get a better grip on it as we are the chief financial officers of the Town.

Kyle Mullen asked to address the Town Board. There was a brief discussion on the elimination of three positions for the upcoming year. Mr. Mullen indicated that he would rather see a qualified laborer on the road rather than creating an office position that position that would provide supervision but not hands on supervision. Supervisor Carmestro noted that the Assistant Highway Superintendent position is not a labor position; that there is no physical labor done. He felt it would be far more efficient to have Supt. Speer running his department; that we would get more out of workers; and that in this economy we cannot afford to continue paying when we are getting nothing in return for it. It was acknowledged that laws will have to be changed to accomplish this. Mr. Mullen disagreed with Councilperson Roose's position. He felt that Town's with Commissioners of Public Works were more robust and have greater infrastructure than what we have. He did not feel the Town has progressed or grown to the size that would need this kind of position. He also felt that this kind of position might not be as beneficial as having an extra laborer in the wintertime. He also did not understand if the other department needed this kind of supervision.

Supervisor Carmestro noted that the Recreation Department is down to four and the Building Department is also at four and that office is very busy with inspections and their other duties. He indicated that if this was a Laborer position he would agree, but it is not. Mr. Mullen asked if there would be a union member that would fill a foreman position. Supervisor Carmestro stated that Supt. Speer can delegate to anyone he wishes to be in charge when he is away.

There was discussion on what the job title of the eliminated Deputy Superintendent of Highway position is.

For clarification, Councilperson Smith noted that creating a Commissioner of Public Works would basically eliminate the elected Highway Superintendent so we would not be adding a new employee but would be adding a manager that would report directly to the Town Board and take directions from the Town Board. This is where the Town Board has struggled for the last several years. The Board feels very strongly for accountability and we think it will help the Town and give the Town more flexibility to use the Parks personnel in the Highway Department in the winter and in the summer can now move highway personnel to the park in the summer. The idea/goal is that we can mesh the two employee groups as resources.

Mr. Mullen requested a copy of the packet that the Town Board has received regarding this change.

### **PURSUE ESTABLISHMENT OF COMMISSIONER OF PUBLIC WORKS**

**RESOLUTION NO. 288-2012** Motion by Councilperson Brown, seconded by Councilperson Comardo, to pursue the establishment of a Commissioner of Public Works.

Motion approved: Aye 5 Nay 0

**MISCELLANEOUS**

**VACATION CARRYOVER – GREGORY SPEER**

**RESOLUTION NO. 289-2012** Motion by Supervisor Carmestro, seconded by Councilperson Roose, to approve the request from Gregory Speer to carryover 40 hours of additional vacation time.

Motion approved: Aye 5 Nay 0

**INFORMATIONAL ITEMS**

**LIAISON ASSIGNMENTS**

Supervisor Carmestro asked if Town Board members were ok with keeping their current assignments for another year. He felt two years was a good period to learn the workings of a given department/area and that they would rotate the next year. Board members were in agreement to proceed this way.

**LIAISON REPORTS**

\*\*Councilperson Brown had nothing specific to report. She did note that there will be a meeting on December 12<sup>th</sup> to discuss the Recreation Department lease at the Community Center.

\*\*Councilperson Comardo reported there had been no Zoning Board meeting since the last time we met.

\*\*Councilperson Smith reported the Parks Department has not heard back from the DEC regarding logging part of the wooded area out back. There has been some preliminary work done on a lawn mower package but that will stay on hold until we can find out if there is significant money to be made harvesting wood.

\*\*Councilperson Roose reported there was no Planning Board meeting since we last met.

\*\*Supervisor Carmestro noted that Board members should have received the November Building Department Report and that the number of permits has increased for the year. There will be new building starting in the Mercy Flight and All Seasons (Summertime Trail) Subdivisions. He commented that staff is very busy with inspections and will continue to be as work begins on these developments.

**PURCHASE BUILDING PLACARDS – POSTING VACANT BUILDINGS**

Mr. Barton also asked that the Supervisor request payment for signs that have been made by the Genesee County Sign Department so they can be picked up. The Town was able to save \$950 from the original quote.

**RESOLUTION NO. 289-2012** Motion by Councilperson Smith, seconded by Councilperson Comardo, to approve payment to the Genesee County Highway

Parma Town Board

December 4, 2012

Page 7

Department for the purchase of Building Placards ordered through the Genesee County Sign Department in the amount of \$480.00.

Motion approved: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 7:15 p.m., seconded by Councilperson Brown and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk