

Parma Town Board meeting held on Tuesday, August 19, 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
Director of Parks and Recreation	Tom Venniuro
Building and Development Coordinator	Dennis Scibetta

OTHERS IN ATTENDANCE

Helen Ives and Joe Silivestro.

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.

Supervisor Smith noted there will not be a public hearing for the Lingeman Sewer District as connection will be directly handled through Monroe County Pure Waters.

MINUTES – JULY 15, 2014

RESOLUTION NO. 184-2014 Motion by Councilperson Roose, seconded by Councilperson Comardo, to accept the July 15, 2014 Town Board meeting minutes.

Motion carried: Aye 5 Nay 0

MINUTES – AUGUST 4, 2014

RESOLUTION NO. 185-2014 Motion by Councilperson Brown, seconded by Councilperson Brown, to accept the August 4, 2014 Town Board joint meeting minutes with the Village of Hilton.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk and VFW reports for July have been completed, given to the Town Board and filed.

The final project report for the NYS Local Government Records Management Improvement Fund Grant has been filed. The third payment has been received and the final ten percent will be sent to us when the

State has closed out their report. A follow up meeting with the Village and General Code is scheduled for this Friday.

The annual notification was received from the NYS Department of Transportation regarding signage on State roads. This information was passed on to Code Enforcement.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported staff is continuing to work on county work, Town projects and on the salt shed storm sewer as time dictates.

Salt Order - He has ordered the maximum amount of salt he can at the lower price if the order is placed prior to September. The order will take us up to the 150% and reflects the graduated pricing. The solution which is added to the salt can be applied on site for an additional ten cents a gallon versus keeping the four storage tanks of treatment. One of the four tanks may be kept and Supt. Speer will be looking into whether there is another municipality that may want the remaining tanks.

After consulting with our attorney, Supervisor Smith asked that the road work on West Creek be completed before spring, if at all possible. It was noted a resident on Peck Road objected to the process being used for the resurfacing of Peck Road. It was noted the County chose the process used. Complaints received have been referred to Monroe County. The County will be line striping the road.

BUILDING DEPARTMENT REPORT

The Building Department report for July has been completed and filed. The overall number of permits continues to be down.

ALL SEASONS SECTION 5 LETTER OF CREDIT DRAW

RESOLUTION NO. 186-2014 Motion by Councilperson Comardo, seconded by Councilperson Brown, to authorize the release of the 4th draw on the All Seasons Section letter of credit in the amount of \$41,896.70.

Motion carried: Aye 5 Nay 0

OUT OF DISTRICT SEWER CUSTOMER – CASTLE

Mr. Scibetta reported an application was received to create a sewer district. Upon researching it was determined a new district does not have to be created. The applicant can be an out of district user connected to the All Seasons District.

RESOLUTION NO. 187-2014 Motion by Supervisor Smith, seconded by Councilperson Comardo, to accept 54 Dunbar Road, owned by Marie Castle, as an out of district customer for the All Seasons Sewer District, subject to all the terms of the out of district agreement and that no cost will be incurred by the Town of Parma.

Motion carried: Aye 5 Nay 0

**INTERMUNICIPAL AGREEMENT WITH VILLAGE OF HILTON
FIRE MARSHAL AND BUILDING INSPECTION SERVICES**

The current agreement to share fire marshal, building inspection services for when normal coverage is not available is up for renewal.

RESOLUTION NO. 188-2014 Motion by Councilperson Roose, seconded by Councilperson Mullen, to enter into an intermunicipal agreement with the Village of Hilton for Fire Marshal and Building Inspector services for a period of two years effective August 22, 2014.

Motion carried: Aye 5 Nay 0

Mr. Scibetta reported on a new proposal from the owner of Braemar for a special use permit. Although storage of vehicles is included in the plan, the plan will not hinge on having the cars. It was noted earlier in the year they were denied to be able to store vehicles. He informed the Board of work that was done converting the cart storage area to a party room without a permit.

The attorney for the applicant to rezone 5247 Ridge Road West made the same presentation to the Planning Board as was made to the Town Board. The recent fire at the location was discussed. Mr. Scibetta was thanked for coming up with a plan that would allow Country Max to remain open after the fire.

PARKS AND RECREATION DEPARTMENT REPORT

Mr. Venniuro reported summer camps are done, they were well attended and there will be two new smaller follow up camps for those who may still require this type of service. The end of summer celebration will be this Friday night. There will be live music, kites, ice cream, lawn games and a movie. Planning for the fall brochure has started. Submissions need to be in to him by Friday the 29th. Football has begun at the park. The Cyclocross event will be held September 7th. There was discussion whether all the appropriate insurance information was being obtained. Analysis of the costs associated with having events of this magnitude are in line with what we are charging needs to be done. The Disc Golf Association is also holding an event the first weekend in September. They have rented the VFW for both days. Mr. Venniuro reported property maintenance has dropped off, cemeteries are due to be mowed again and numbers for the property maintenance have been compiled so invoices can be sent.

BUSINESS ITEMS

**INTERMUNICIPAL AGREEMENT WITH VILLAGE OF HILTON
FIRE MARSHAL AND BUILDING INSPECTION SERVICES**

This was addressed during the Building Department Report.

FARMLAND PRESERVATION UPDATE

The meeting schedule for the Farmland and Open Space Committee was cancelled so there was no

additional information to add from the last meeting.

TOWN HALL BOILER REPLACEMENT
PROPOSED FUNDING

RESOLUTION NO. 189-2014 Motion by Councilperson Comardo, seconded by Councilperson Brown,

WHEREAS, the Parma Town Hall boiler is over forty years old, not energy efficient, is costly to maintain and in need of replacement; and,

WHEREAS, the Town Board has determined it would be beneficial to the Town to replace the boiler and has researched grant opportunities to fund this project; and,

WHEREAS, the Town of Parma estimates the cost of replacement to be One Hundred Thousand dollars (\$100,000); and

WHEREAS, the Town of Parma identifies this project as a Type II action under SEQR and no further review is needed; and,

WHEREAS, the Town of Parma desires to enter into agreement with the Dormitory Authority State of New (DASNY) to receive funding in the amount of \$80,000 through a State and Municipal Facilities Program (“SAM”) grant; and,

WHEREAS, the Town of Parma will be responsible for the remaining portion of the project in equity and or in kind services; now

THEREFORE BE IS RESOLVED, that the Parma Town Board wishes to receive a State and Municipal Facilities Program (“SAM”) grant for the replacement and removal of the existing Town Hall boiler, Project ID# 6187 and authorizes the Supervisor to complete the necessary paperwork and enter into the agreement so that the Town of Parma may complete this project.

Motion carried: Aye 5 Nay 0

AUTHORIZATION FOR BID
REPLACEMENT AND REMOVAL OF EXISTING BOILER AT PARMA TOWN HALL

RESOLUTION NO. 190-2014 Motion by Councilperson Mullen, seconded by Councilperson Brown, to authorize the Town Clerk to advertise for sealed bids for the replacement and removal of the existing boiler at the Parma Town Hall, with sealed bids to be accepted until 10:45 a.m. on Monday, September 15, 2014, at which time they will be opened and read out loud. Bid specifications will be available from the Town Clerk. The Town Board reserves the right to reject any and all bids.

Motion carried: Aye 5 Nay 0

PRE-PAY CHECK APPROVAL
WORKERS COMPENSATION THIRD QUARTER INSTALLMENT

RESOLUTION NO. 191-2014 Motion by Supervisor Smith, seconded by Councilperson Roose, to authorize payment of the third quarter installment for Workers Compensation in the amount of \$22,559.25.

Motion carried: Aye 5 Nay 0

MEETING START TIME CHANGE

Due to the mechanical problems with the room divider between the Court and the Board meeting rooms, the Town Board meeting start time will change effective with the September 2, 2014 Town Board meeting, to 7:00 p.m.

RESOLUTION NO. 192-2014 Motion by Councilperson Mullen, seconded by Councilperson Roose, due to the mechanical problems with the room divider between the Court and the Board meeting rooms, the Town Board meeting start time will change effective with the September 2, 2014 Town Board meeting, to 7:00 p.m. This will remain in effect until further notice and will also apply to the public hearing for the request to rezone 5247 Ridge Road West from General Commercial to Highway Commercial.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

Rabies Clinic – cosponsored by the Town of Parma and the Monroe County Health Department. It was held on July 19, 2014. Dr. Wendel was the veterinarian who administered the shots and there were 154 dogs, 51 cats, and one ferret vaccinated for a total of 206 pets.

The Town has received notification from Monroe County that the Hilton Parma Youth Services has received funding for youth recreation services in the amount of \$3,551.00 for the period of June 2014 through December 2014.

A request has been received for suggestions to fill a space vacancy in the professional building at the corner of Route 259 and Burritt Road. If anyone is aware of someone looking for business space in Parma, please pass this information along.

There will be a public informational meeting, Tuesday, August 26, 2014, at 7:00 at the Town of Clarkson Goodwin Lodge on Lake Road regarding culvert work over West Creek on Clarkson Hamlin Townline Road and over Salmon Creek on the Clarkson Parma Townline Road.

Neighbor concerns have been expressed about a public safety issue due to large numbers of volunteers parking on West Avenue for a home renovation project for a local family facing significant medical challenges. This is a grass roots community effort of friends and co-workers to assist this family.

LIAISON REPORTS

**Councilperson Brown reported during the Planning Board meeting plans for Wilder Estates Section 7 was given preliminary approval; application of 36 Draffin Road was approved a property split, the public

hearing on the Profetta Subdivision for preliminary approval was held but a decision was tabled; approval was given to Pine Hill Estates for 5 Twin Ponds; and no one was present for the Castle Sewer District proposal. The Conservation Commission reviewed the Wilder Estates Section 7 and made some recommendations to the Planning Board.

**Councilperson Comardo reported the Farmland and Open Space Committee meeting was cancelled and the Parks department was covered by Mr. Venniro. He attended a Monroe County POD meeting this group responds to outbreak of contagious diseases. He noted a computer program has been set up to maintain the data for this program. Currently there is limited access but as additional funds are available access will be broadened.

**Councilperson Roose reported he was out of town for the last Recreation Commission meeting.

**Councilperson Mullen reported during the Zoning Board meeting an application for a Huffer Road property split was withdrawn. The applicant will be coming back to the Board in the future. A subdivision request for a parcel on Curtis Road with an existing barn without a primary residence was approved. The Board denied an application for an area variance for an accessory structure to be placed in the front yard of a parcel on Curtis Road. An application for area variances on Draffin Road was approved and will now go to the Planning Board for subdividing. An application for a property own to have over the required number of dogs on North Avenue was tabled for legal clarification.

Regarding GIS, the general public can access information through the Monroe County website. There are many preselected viewings that can be chosen from. He will be looking into the Town's access logins with the County.

**Supervisor Smith reported he and the Town Clerk attended the Historical Society Picnic at the VFW Lodge. It was well attended with a variety of speakers. The legal action with DB Properties/David Dyminski has progressed. The first installment of the fine owed has been received by the deadline, continued monthly installments are expected, and significant progress has started to be made on the property.

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.

WARRANT

RESOLUTION NO. 193-2014 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$117,757.47
Motion carried: Aye 5 Nay 0

RESOLUTION NO. 194-2014 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$6,839.02.
Motion carried: Aye 5 Nay 0

RESOLUTION NO. 195-2014 Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$688.72.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 196-2014 Motion by Councilperson Mullen, seconded by Councilperson Brown, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$21,004.98.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 197-2014 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of HHO Salt Shed Fund Bills, in the amount of \$957.60.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 198-2014 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$1,598.28.

Motion carried: Aye 5 Nay 0

RESOLUTION NO. 199-2014 Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$2,440.82.

Motion carried: Aye 5 Nay 0

The total to be paid is \$151,286.89.

There being no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 8:25 p.m., and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk