

Parma Town Board meeting held on Tuesday, January 3, 2006 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	Joseph Reinschmidt
Councilman	Carm Carmestro
Councilman	James Smith
Highway Supt.	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler

OTHERS IN ATTENDANCE

Tod Edenhofer, Michael Reinschmidt.

Supervisor Lemcke called the meeting to order at 7:00 p.m. and led those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. He noted emergency exit procedures.

Supervisor Lemcke asked if anyone present would like to address the Town Board on any topic not on the agenda. There was no response.

WELCOME NEW TOWN BOARD MEMBERS

Supervisor Lemcke introduced the new Town Board members, Carm Carmestro and James Smith and welcomed them to the Parma Town Board.

MINUTES – DECEMBER 20, 2005

RESOLUTION NO.2-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to approve the Minutes of the December 20, 2005 meeting.

Motion carried: Aye 3 Nay 0 Councilman Carmestro – abstained
Councilman Smith – abstained

MINUTES – DECEMBER 30, 2005

RESOLUTION NO.3-2006 Motion by Councilman Blackburn, seconded by Supervisor Lemcke, to approve the Minutes of the December 30, 2005 Special Bill Paying meeting.

Motion carried: Aye 3 Nay 0 Councilman Carmestro – abstained
Councilman Smith – abstained

TOWN CLERK'S REPORT

**JAMES SMITH RESIGNATION FROM
PARMA PLANNING BOARD**

On January 1, 2006, James Smith submitted his resignation from the Parma Planning Board to the Parma Town Clerk, effective January 1, 2006.

RESOLUTION NO.4-2006 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to accept James Smith's resignation from the Parma Planning Board, effective January 1, 2006.

Motion carried: Aye 3 Nay 0 Councilman Carmestro – abstained
Councilman Smith – abstained

The Town Clerk 2005 Year End Report and the December 2005 Monthly Report were submitted to the Town Board.

The Parma Justice Court Attendants 2005 Year End Report was submitted.

The Parma Special Police 2005 Year End Report was submitted.

ASSOCIATION OF TOWNS 2006 MEETING

The Association of Towns will hold the 2006 Training School and Annual Meeting on February 19-22 in New York City. This is a training session for town officials.

Annual Town Association Membership dues for the year beginning January 1, 2006 are \$1,100.00.

HIGHWAY DEPARTMENT REPORT

The Highway Department is working on drainage problems.

ORGANIZATIONAL MEETING

MILEAGE AGREEMENT FOR REIMBURSEMENT TO EMPLOYEES WHO USE PERSONAL VEHICLES FOR OFFICIAL TOWN OF PARMA BUSINESS

RESOLUTION NO.5-2006 Motion by Councilman Reinschmidt, seconded by Councilman Smith, to approve the amount of \$.40.5 cents per mile to be paid to employees who use their personal vehicles for official Town of Parma business.

Motion carried: Aye 5 Nay 0

OFFICIAL DEPOSITORIES OF THE TOWN OF PARMA

RESOLUTION NO.6-2006 Motion by Councilman Blackburn, seconded by Councilman Reinschmidt, to approve M&T Bank and HSBC Bank as the official depositories for the Town of Parma for 2006.

Motion carried: Aye 5 Nay 0

OFFICIAL NEWSPAPER OF THE TOWN OF PARMA

RESOLUTION NO.7-2006 Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to designate the Suburban News as the official newspaper for the Town of Parma for 2006.

Motion carried: Aye 5 Nay 0

OFFICIAL MEETING DATES FOR THE RECREATION COMMISSION

January 25, 2006
February 22, 2006
March 22, 2006
April 26, 2006
May 24, 2006
June 28, 2006
July 19, 2006
September 27, 2006
October 25, 2006
November 15, 2006
December 20, 2006

The dates for the Recreation Commission meetings were submitted. The meetings start at 7:15 p.m. and are held at the Village Community Center.

TOWN BOARD MEETING DATES -2006

RESOLUTION NO.8-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve the 2006 meeting dates for the Parma Town Board as follows:

January 3	July 5	Meeting time 7:00 p.m.
January 17	July 18	at Parma Town Hall
February 7	August 1	
February 21	August 15	
March 7	September 5	
March 21	September 19	
April 4	October 3	
April 18	October 17	
May 2	November 7	
May 16	November 21	
June 6	December 5	
June 20	December 19	
	December 29	

Motion carried: Aye 5 Nay 0

PLANNING BOARD MEETING DATES – 2006

RESOLUTION NO.9-2006 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve the 2006 meeting dates for the Parma Planning Board as follows:

January 5	July 6
January 16	July 17
February 2	August 3
February 20	August 21
March 2	September 7
March 20	September 18
April 6	October 5
April 17	October 16
May 4	November 2
May 15	November 20
June 1	December 7
June 19	December 18

Motion carried: Aye 5 Nay 0

ZONING BOARD OF APPEALS MEETING DATES – 2006

RESOLUTION NO.10-2006 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve the 2006 meeting dates for the Parma Zoning Board of Appeals as follows:

January 19	July 20
February 9	August 17
March 16	September 21
April 20	October 19
May 18	November 16
June 15	December 21

Motion carried: Aye 5 Nay 0

CONSERVATION BOARD MEETING DATES – 2006

RESOLUTION NO.11-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve the 2006 meeting dates for the Parma Conservation Board as follows:

January 3	July 5
January 17	July 18
February 7	August 1
February 21	August 15
March 7	September 5
March 21	September 19
April 4	October 3
April 18	October 17
May 2	November 8
May 16	November 21
June 6	December 5
June 20	December 19

Motion carried: Aye 5 Nay 0

TOWN OF PARMA OFFICIAL HOLIDAYS – 2006

RESOLUTION NO.12-2006 Motion by Councilman Smith, seconded by Supervisor Lemcke, to approve the Town of Parma 2006 Official Holidays as follows:

Monday, January 16	Martin Luther King Day
Monday, February 20	Presidents' Day
Friday, April 14	Good Friday
Monday, May 29	Memorial Day
Monday, July 3	Floating Holiday for New Years
Tuesday, July 4	Independence Day
Monday, September 4	Labor Day
Monday, October 9	Columbus Day
Friday, November 10	Veterans Day
Thursday, November 23	Thanksgiving Day
Friday, November 24	Thanksgiving Holiday
Monday, December 25	Christmas Holiday

Motion carried: Aye 5 Nay 0

2006 STAFF APPOINTMENTS

The following are the Supervisor's appointments:

Director of Finance	Mary Gavigan
Bookkeeper	Marian Aprilano
Historian	Thomas Burger
Deputy Supervisor	Joseph Reinschmidt

BOARDS AND COMMISSIONS APPOINTMENTS

PLANNING BOARD

RESOLUTION NO.13-2006 Motion by Councilman Reinschmidt, seconded by Councilman Smith, to approve the following appointments to the Planning Board:

Edward Fuierer	Term Jan 1, 2006 to Dec 31, 2010
Tim Harner	Term Jan 1, 2006 to Dec 31, 2010
Maureen Werner, Sec.	Term Jan 1, 2006 to Dec 31, 2006

Motion carried: Aye 5 Nay 0

ZONING BOARD OF APPEALS

RESOLUTION NO.14-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to approve the following appointments to the Zoning Board of Appeals:

Veronica Robillard	Term Jan 1, 2006 to Dec 31, 2010
Patrick Buskey, Alternate	Term Jan 1, 2006 to Dec 31, 2006
Diane Grundon, Sec.	Term Jan 1, 2006 to Dec 31, 2006

Motion carried: Aye 5 Nay 0

CONSERVATION BOARD

RESOLUTION NO.15-2006 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve the following appointments for the Conservation Board:

Greg Pacelli	Term Jan 1, 2006 to Dec 31, 2007
Michael Ingham	Term Jan 1, 2006 to Dec 31, 2007
Elaine Begy, Sec.	Term Jan 1, 2006 to Dec 31, 2006

Motion carried: Aye 5 Nay 0

Terms for Library Board, Assessment Board of Review and the Recreation Commission are as follows:

Library Board	Lola Rae Heinrich	Dec 31, 2008
	Mari Crumb	Dec 31, 2009
	Elsie Webster	Dec 31, 2010
	Doug Hurlbutt	Dec 31, 2007
	Anne Keller	Dec 31, 2006

Assessment Review Board	Anthony Meleo	Sept 30, 2009
	Jim Eichas	Sept 30, 2006
	Steve Hundley	Sept 30, 2007

Recreation Commission	John Trenton	Dec 31, 2007
	Thomas Ganley	Dec 31, 2008
	Carol Lennon	Dec 31, 2009
	Art Cosgrove	Dec 31, 2006
	Eric Dude	Dec 31, 2006

LIAISON ASSIGNMENTS FOR TOWN DEPARTMENTS, BOARDS AND COMMISSIONS FOR 2006

RESOLUTION NO.16-2006 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve the following Liaison Appointments for 2006:

Supervisor Lemcke	Personnel Union North Greece Fire Department North Greece Fire District
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Councilman Blackburn	Assessor Conservation Board Library Board Village of Hilton
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Councilman Reinschmidt	Dog Control Senior Citizen Zoning Board of Appeals Ogden/Spencerport Fire Dept. Ogden/Spencerport Fire District
Councilman Carmestro	Recreation Department Zoning Enforcement Hilton Fire Department Hilton Fire District
Councilman Smith	Parks Department Planning Board Special Police

Motion carried: Aye 5 Nay 0

TOWN OF PARMA INVESTMENT POLICY

RESOLUTION NO.17-2006 Motion by Councilman Reinschmidt, seconded by Supervisor Lemcke, to approve the Town of Parma Investment Policy.
Motion carried: Aye 5 Nay 0

*** *See end of Minutes for Investment Policy*

ELECTION EXPENSES FOR 2006

RESOLUTION NO.18-2006 Motion by Councilman Carmestro, seconded by Councilman Smith, to approve the following for 2006 for Election Inspectors,

Hourly rate of pay for Election Inspectors	\$9.00
Pay for training / testing for Election Inspectors	\$10.00
Pay for review school for Election Inspectors	\$10.00

Motion carried: Aye 5 Nay 0

PETTY CASH APPROVALS

RESOLUTION NO.19-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to approve the following petty cash amounts for the following departments for 2006:

Finance Department	\$100.00
Highway Department	\$100.00
Town Clerk	\$140.00
Library	\$100.00

Motion carried: Aye 5 Nay 0

PROCUREMENT POLICIES AND PROCEDURES FOR THE TOWN OF PARMA

RESOLUTION NO.20-2006 Motion by Councilman Blackburn, seconded by Councilman Carmestro, to approve the Procurement Policies and Procedures for the Town of Parma for 2006.

Motion carried: Aye 5 Nay 0

*** *See end of Minutes for Procurement Policies*

STATEMENT OF NON-COLLUSION

RESOLUTION NO.21-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to approve the Statement of Non-Collusion.
Motion carried: Aye 5 Nay 0

*** See end of Minutes for Statement of Non-Collusion

TOWN OF PARMA PAVILION RENTAL AND VFW RENTAL FEES FOR 2006

RESOLUTION NO.22-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to approve the following rental fees for 2006 as amended:

Pavilion rentals	Resident	\$50.00
	Non-resident	\$100.00
VFW rentals	Per Event	\$200.00 (+ \$50 deposit)
	4 Hour or less	\$100.00 (+ \$50 deposit)
	Per Event	\$50.00 Active VFW member (+ \$50 deposit)
	Per Event	\$75.00 Inactive VFW Member (+ \$50 deposit)

All Deposits are refundable if building is left in order after event and if 4 hour rental has not run over scheduled time

Motion carried: Aye 5 Nay 0

TOWN ATTORNEYS FOR 2006

RESOLUTION NO.23-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve Lacy Katzen, LLP and Sercu & Sercu, LLP as the Attorneys for the Town of Parma for 2006.
Motion carried: Aye 5 Nay 0

OFFICIAL ENGINEERING FIRM FOR THE TOWN OF PARMA FOR 2006

RESOLUTION NO.24-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to approve Larsen Engineers as the official engineering firm for the Town of Parma for 2006.
Motion carried: Aye 5 Nay 0

DOG FINES FOR 2006

RESOLUTION NO.25-2006 Motion by Councilman Blackburn, seconded by Councilman Reinschmidt, to approve the dog fines for 2006 as follows: Penalties for dog ordinances in the Town of Parma for 2006 will be subject to community service and/or a fine of not less than \$250.00 and no more than \$1000.00 for each offense.
Motion carried: Aye 5 Nay 0

BUILDING DEPARTMENT REPORT

The 2005 Year End Report and the Monthly Report for December 2005 were submitted to the Town Board.

SPACE NEEDS STUDY

William Reemtsen, Stuart I. Brown Associates, Inc. will present an update on the Space Needs Study to the Town Board at a Town Board meeting in February.

PLANNING BOARD VACANCY

RESOLUTION NO.26-2006 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to place an ad for one week in the Suburban News to accept applications for the position on the Parma Planning Board. Applications will be accepted in the Town Clerk's office until January 16, 2006.

Motion carried: Aye 5 Nay 0

REQUEST BY HILTON FIRE DEPT. TO REVIEW SITE PLANS

The Hilton Fire Department has requested to participate in the review of development projects within their district. A review of 170 North Avenue has been submitted to the Building Department.

RECREATION DEPARTMENT REPORT

The Winter Brochure is available to the public with registration for various programs beginning on January 2, 2006.

The Recreation Department Year End Review for 2005 was submitted to the Recreation Commission, the Town Board and the Town Clerk.

SNOWFEST 2006 will be held at the Town Hall Park on Saturday, February 4, 2006, from 4 p.m. to 7 p.m., with activities and refreshments.

Bill Riddell, Town of Ontario, will be at the next Recreation Commission meeting, January 25, to discuss his Town's quest for a Community Center. He will share information on financing and his proposed project from start to finish. The meeting will be at 7:15 p.m. at the Village Community Center.

REQUEST TO REZONE 680 WILDER ROAD

V. Ventimiglia & Sons, Inc. has submitted an application to change the zoning on 680 Wilder Road from High Density Residential to Townhouse Zoning. The application fee has been paid by the applicant. A Public Hearing must be held.

RESOLUTION NO.27-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to hold a Public Hearing on January 17, 2006 at 7:00 p.m., at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York to consider the request from V. Ventimiglia & Sons, Inc. to rezone the property at 680 Wilder Road from High Density Residential to Townhouse zoning.

Motion carried: Aye 5 Nay 0

VACATION CARRY OVER FOR FRITZ AND GREENWELL

There was an error recording vacation time for Art Fritz and Mary Greenwell in 2005. The error has been corrected.

BUDGET TRANSFERS

RESOLUTION NO.28-2006 Motion by Councilman Blackburn, seconded by
Councilman Reinschmidt, to approve the budget transfers as presented.
Motion carried: Aye 5 Nay 0

Motion carried: Aye 5 Nay 0

**BANSBACH, ZOGHLIN & WAHL, P.C. LETTER
REGARDING PROPOSED DRAINAGE IMPROVEMENTS
FOR FAIRFIELD PLACE**

Supervisor Lemcke received a letter from Attorney Mindy Zoghlin regarding proposed drainage improvements for Fairfield Place. There is a question about the easement and how the drainage would effect her client who lives on Crimson Woods.

Supervisor Lemcke will forward the letter to the Town Attorney Peter Rodgers for his review and to respond to Attorney Zoghlin's concerns.

CINGULAR CELL PHONES

The Cingular cell phones that Mr. Fritz, Zoning Enforcement Officer, and Mr. Palma, Fire Marshall, have do not receive calls in certain areas, especially near their respective homes, north of the Village of Hilton. They have requested to purchase plans and new cell phones with Verizon.

Supervisor Lemcke noted that the Town has a contract with Cingular and that Mr. Fritz and Mr. Palma should keep the Cingular cell phones. They could also give out their pager number.

LIAISON REPORTS

Councilman Blackburn – Three of the four heating units are not working at the Library. Monroe County Library system is going to put a limit on the amount of DVD's a person can rent at one time.

There has been a problem with vandalism at the Library. Ms. Snow is dealing with the situations.

Councilman Reinschmidt – The Office of Real Property Services has sent a letter to the Town regarding the completion of an annual reassessment and commending the Town Assessor for maintaining a system of real property tax administration that meets the highest standards set by the State of New York.

The Town of Parma will be receiving \$5.00 per parcel in State Aid for completing the annual reassessment.

EXECUTIVE SESSION

RESOLUTION NO.29-2006 Motion by Supervisor Lemcke, seconded by Councilman Smith, to close the regular session at 9:05 p.m. and enter into Executive Session to discuss a personnel matter.

Motion carried: Aye 5 Nay 0

RESOLUTION NO.30-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to close the Executive Session at 9:42 p.m. and return to the regular meeting.

Motion carried: Aye 5 Nay 0

TOWN OF PARMA ACTIVE EMPLOYEE LIST FOR 2006

PROPOSED CHANGES

** Supt. Speer requested a pay increase for Sheldon Burritt, laborer, from \$9.29 to \$11.00 as he is now working the third shift.

** Supt. Speer requested that Highway Foreman Alfred Leone's pay be changed from salary (48,960.00) to hourly at a rate of \$22.45.

** There was no amount listed for Sue Beehler's pay. The rate of pay should be \$10.62 per hour.

** Remove Jeanette Smith's name from the employee list.

** Change James Smith from the Planning Board to the Town Board.

** Change Donna Curry's title from Clerk Typist P.T. to Deputy Town Clerk.

** Add Court Attendants to Active Employee List: Kathleen Edenhofer, Scott Frearson and Joseph Silivestro.

CHANGE PAY FOR ALFRED LEONE

RESOLUTION NO.31-2006 Motion by Councilman Blackburn, seconded by Councilman Carmestro, to change Highway Foreman Alfred Leone's pay from salary to hourly, at a rate of \$22.45 per hour.

Roll Call Vote:	Councilman Smith	Aye
	Councilman Carmestro	Aye
	Councilman Reinschmidt	Nay
	Councilman Blackburn	Aye
	Supervisor Lemcke	Nay

Motion carried: Aye 3 Nay 2

APPROVAL OF THE ACTIVE EMPLOYEE LIST

RESOLUTION NO.32-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to approve the active employee list for 2006 for the Town of Parma, with corrections.

Motion carried: Aye 4 Nay 1 Supervisor Lemcke voting Nay

There being no further business before the Town Board, Supervisor Lemcke made a motion to adjourn the meeting at 10:08 p.m., seconded by Councilman Carmestro.

Respectively submitted,

Carol A. Kluth

