

Parma Town Board meeting held on Tuesday, November 21, 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        |
| Recreation Director | Steve Fowler       |
| Building Inspector  | Jack Barton        |

### **OTHERS IN ATTENDANCE**

Kris Schultz, Tom Ganley, Gene DeMeyer, Bill Kruspe, Larry Gurslin, Tracy Sonoga, Tamara Besse, Eric Dude, and others not signed in.

### **CALL TO ORDER**

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. Supervisor Lemcke noted emergency exit procedures.

### **PUBLIC FORUM**

Supervisor Lemcke asked if anyone present would like to address the Town Board on any topic not on the agenda.

#### **Request for Waiver of Zoning Fee – Tracy Sonoga**

Tracy Sonoga, a resident of St. Kathryn Way, requested that the Town Board waive the second Zoning Board application fee of \$150.00. The decision made at the first public hearing was based on the wrong percentage for the allowable portion for an accessory apartment. Town Board members were in agreement to waive the second application fee.

#### **Community /Health Center – Tom Ganley**

Tom Ganley, Commissioner for the Hilton-Parma Recreation Commission, requested that the Town Board consider the creation of a Community/Health Center on site at the Town Hall. It is the vision of the Commission that such a center should be built to serve the needs of recreation and leisure time needs of all constituents, toddlers to senior citizens. The Commission will provide information on the scope of the project and the burden of cost before the end of the year. The Commission would like the Town Board to consider and give their approval to this proposal. In addition, they are asking for support for a public referendum to determine the interest of the public.

### **MINUTES – NOVEMBER 8, 2006**

Board members felt that they were approving the Final Budget for 2007 during the second budget motion. The Town Clerk noted that she had reviewed the tape of the meeting and the resolution as written was correct based on the wording used. Since the intent of all the Board members was to approve the 2007 Final Budget, they determined that the resolution should be amended to reflect their intent.

**RESOLUTION NO. 301-2006** Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to accept the Minutes of the November 8, 2006 and amend Resolution No. 300-2006 to read *to approve the 2007 Final Budget*.

Motion carried: Aye 5 Nay 0

### **TOWN CLERK REPORT**

The Town Clerk, Assessor and a representative from Scan and Store met with Gail Fischer, Regional Advisory Office for Region 7 of NYS Archives. Councilman Blackburn was invited but did not attend. She provided information that will be helpful in transitioning records in the Assessor's office to electronic media and provided grant information. Applications are being taken through February 1, 2007, with awards being made July 1, 2007. In addition, she offered to come to a Town Board and helped the Town Clerk to get a better understanding of the role of Records Management Officer.

Wording and sample forms have been provided by the insurance representative of First Niagara for pavilion and VFW rental forms for proof of liability coverage and indemnification.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer noted that there have been no road dedications for Crimson Woods and Section 3 of Winding Country Lane. Mr. Barton will be asked for further information.

### **RECREATION DEPARTMENT REPORT**

Mr. Fowler reported that an ad has been placed to fill a part time office position to be filled after the first of the year.

#### **Wilder Road Sidewalk Project**

Steve Fowler reviewed with the Town Board the Wilder Road Sidewalk Project synopsis that was given to them. Phase I consists of a pedestrian bridge over Salmon Creek and sidewalk from Bennett Road to Carrie Marie Lane. Mr. Fowler met with a Project Consultant from Contech Bridge Solutions, Inc. to identify costs associated with building a six foot wide pony truss pedestrian bridge to span Salmon Creek. It was also noted that Monroe County has scheduled replacement of the highway bridge over Salmon Creek in 2009. Monroe County would consider a redesign of the plans for this project to include a pedestrian walkway if the town is willing to work with the County. Phase II consists of installation of sidewalks in front of the High School and from Carrie Marie Lane to Manitou Road. Mr. Fowler understands that the Genesee Transportation Council has now funded the project and that contracts will be forthcoming. Originally the project did not make the cut but additional funding was provided by the state which added it to the funded projects list. No decision will be made on whether to go forward with the project until the contracts are received.

### **PARKS DEPARTMENT**

The Park Foreman is on vacation. A list of winter work projects has been submitted.

### **BUILDING DEPARTMENT REPORT**

Jack Barton reported that there are no outstanding dollars in the developers' accounts that would cover the cost of road dedications for Crimson Woods and Country Winding Lane (Section 3). He reported that Dan Bryson of Lacy, Katzen, LLC is looking into it.

The Water Education Collaborative of the Rochester Museum and Science Center is undertaking a volunteer project to stencil storm water drains in our Town. Volunteers are being sought and the Town has been asked for a letter of support.

Mr. Barton reported that it is time to replace three pagers within his department. He also reported that applications have been received for the Fire Marshall and Zoning Board of Appeals Alternate position. There should be information available for the December 5<sup>th</sup> Town Board meeting regarding the Lake Side Boulevard pathways. In addition, he has been working in conjunction with Hamlin, Clarkson, Brockport and Sweden on the development of permits to meet the requirements of the NYS Building Code Operating Permits. The Town Attorney is drafting the legal for a public hearing to be held December 19, 2006.

**BUSINESS ITEMS**

**BUDGET TRANSFERS**

| TRANSFERS TO BUDGET |                   |          | Nov-06     |                           |          |            |
|---------------------|-------------------|----------|------------|---------------------------|----------|------------|
| ACCT #              | FROM DESCRIPTION  | AMT.     | ACCT #     | TO DESCRIPTION            | AMT.     | REQUESTED  |
| A7110.436           | TH IMPROVEMENTS   | 4,000.00 | A7110.439  | TH PARKING LOT            | 4,000.00 | GAVIGAN    |
| B3120.411           | SUPPLIES          | 50.00    | B3120.412  | OFFICE SUPPLIES           | 50.00    | GAVIGAN    |
| B8030.12C           | ARC/PDRC          | 250.00   | B8510.449  | SPRING PICK UP            | 250.00   | GAVIGAN    |
|                     | MISC              |          |            |                           |          |            |
| B9020.815           | REIMBURSEMENTS    | 1,454.22 | B9010.810  | NYS ERS                   | 1,454.22 | GAVIGAN    |
| A1330.449           | MISC EXPENSES     | 50.00    | A1330.412  | OFFICE SUPPLIES           | 50.00    | CURRY      |
| A1670.415           | POSTAGE           | 1,400.00 | A1670.414  | PITNEY BOWES              | 1,400.00 | CURRY      |
| A1410.12B           | DEPUTY CLERK      | 2,000.00 | A1410.12A  | DEPUTY TOWN CLERK         | 2,000.00 | CURRY      |
| A1410.12B           | DEPUTY CLERK      | 800.00   | A1330.12B  | CLERK TYPIST/PART<br>TIME | 800.00   | CURRY      |
|                     | A SURPLUS         | 5,072.50 | A1450.448  | ELECTION INPECTORS        | 4,372.50 | CURRY      |
|                     |                   |          | A1450.449  | RENT                      | 700.00   | CURRY      |
| A7141.431           | CHEERLEADING CAMP | 125.00   | A7141.489  | FLAG FOOTBALL             | 125.00   | FOWLER     |
| A7141.403           | BASEBALL          | 1,000.00 | A7141.441  | BATON                     | 1,000.00 | FOWLER     |
| A7141.497           | SIGN LANGUAGE     | 420.00   | A7141.500  | ICE SKATING               | 420.00   | FOWLER     |
| A3640.471           | UNIFORMS          | 2,000.00 | A3640.249  | FIELD EQUIPMENT           | 2,000.00 | ENDENHOFER |
| A3640.482           | MEMBERSHIPS       | 41.00    | A3640.415  | VEHICLE                   | 41.00    | ENDENHOFER |
| A3640.461           | GASOLINE          | 300.00   | A3640.412  | OFFICE SUPPLIES           | 300.00   | ENDENHOFER |
| A3640.481           | BOOKS             | 150.00   | A3640.412  | OFFICE SUPPLIES           | 150.00   | ENDENHOFER |
| A3640.441           | EQUIPMENT REPAIR  | 400.00   | A3640.412  | OFFICE SUPPLIES           | 400.00   | ENDENHOFER |
| A3510.451           | DOG CENSUS        | 500.00   | A3510.461  | GASOLINE                  | 500.00   | FRITZ      |
| A3510.451           | DOG CENSUS        | 200.00   | A3510.471  | CLOTHING                  | 200.00   | FRITZ      |
| DB9010.810          | NYS RETIREMENT    | 4,021.80 | DB5130.461 | DIESEL                    | 176.40   | SPEER      |
|                     |                   |          | DB5130.463 | GASOLINE                  | 2,063.38 | SPEER      |
|                     |                   |          | DB5130.468 | OUTSIDE REPAIRS           | 72.00    | SPEER      |
|                     |                   |          | DB9031.820 | MEDICARE                  | 705.86   | SPEER      |
|                     |                   |          | DB9040.830 | WORKER COMP               | 1,004.16 | SPEER      |
|                     | B SURPLUS         | 8,865.12 | DB9050.810 | UNEMPLOYMENT              | 8,865.12 | SPEER      |
| DA9010.810          | NYS RETIREMENT    | 747.09   | DA5142.451 | PLOW REPAIRS              | 742.09   | SPEER      |
| A1620.411           | MAINT SUPPLIES    | 733.44   | A1620.445  | MAINT CONTRACTS           | 733.44   | DOOL       |
| A1620.411           | MAINT SUPPLIES    | 740.44   | A1620.479  | MISC CONST.               | 740.44   | DOOL       |
|                     | UPGRADES/PLAYGROU |          |            |                           |          |            |
| A7110.418           | ND                | 700.00   | A7110.426  | SEPTIC                    | 700.00   | DOOL       |
| A7110.423           | VEHICLE MAINT     | 743.44   | A7110.432  | GASOLINE                  | 743.44   | DOOL       |
|                     |                   |          |            | BASEBALL FIELD            |          |            |
| A7110.11D           | SAFETY ATTENDENT  | 216.90   | A7110.11F  | ATTENDANT                 | 216.90   | DOOL       |

**RESOLUTION NO. 302-2006** Motion by Councilman Reinschmidt, seconded by Councilman Carmestro, to approve the budget transfers as submitted.

Motion carried: Aye 5 Nay 0

**TOWN CLERK / RECEIVER OF TAX AND ASSESSMENTS BONDING**

**RESOLUTION NO. 303-2006** Motion by Councilman Carmestro, seconded by Councilman Smith, 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: | Crime Policy                |
| Insurance Policy:    | Travelers Insurance Company |
| Amount:              | \$500,000.00                |

Motion carried: Aye 5 Nay 0

### **INFORMATIONAL ITEMS**

#### **KRIS SCHULTZ - 949 HILTON PARMA RD. EXTENSION OF UNIONVILLE STATION**

Mr. Schultz provided the Town Board with maps of the proposed extension Unionville Station. It consists of approximately 65 acres of land to the south owned by Joe Sciortino. His presentation has also been made to the Village of Hilton. He asked the Town Board to consider a new Zoning Code similar to what the village has approved for Planned Residential Development. This would allow them to continue the same type of development as currently exists in Unionville Station. Mr. Schultz noted that they would like access to sewers from the Village of Hilton, that the developer is willing to make improvements to connections to accommodate the increased usage and that the developer is not interested in annexation. They are looking for a letter of intent from the Town and Village. The preliminary concept includes a small area of commercial space that would be primarily for professional/medical offices. The land is currently actively farmed.

#### **HEALTH INSURANCE**

Supervisor Lemcke reported that the Director of Finance will be meeting with Preferred Care next week and that the final amounts for Blue Cross Blue Shield will not be available until later in the week.

#### **OPEN SPACE UPDATE**

Supervisor Lemcke reported that the Open Space Workshop held at Genesee Community College was excellent. Valuable information was provided.

#### **PLANNED RESIDENTIAL DEVELOPMENT**

A copy of the Village of Hilton Zoning Code for a Planned Residential Development District was provided to the Town Board as part of the Extension to Unionville Station presentation. No action was taken.

#### **LIABILITY INSURANCE**

Commercial Umbrella Coverage information was provided. The Town Board was in agreement to leave the coverage at the current amount.

#### **MISCELLANEOUS**

#### **CIVIL PREPAREDNESS – MONROE COUNTY MASS PROPHYLAXIS STRATEGY**

POD 1 has met to start the required planning process for development of a plan for the mass immunization of approximately 27,000 people within a forty eight hour time frame should

this type of emergency occur. Our POD location is the Hilton High School and consists of the Towns of Parma and Hamlin, and the Village of Hilton. Our plan must be adopted by July of 2007.

**INTER MUNICIPAL AGREEMENT – TOWN OF PARMA AND VILLAGE OF HILTON**

**RESOLUTION NO. 304-2006** Motion by Councilman Blackburn, seconded by Councilman Carmestro, to enter into and inter municipal agreement between the Town of Parma and the Village of Hilton allowing the Village of Hilton to supply electricity to residents and businesses of the Town of Parma.

Motion carried: Aye 5 Nay 0

**ENVIRONMENTAL MANAGEMENT COUNCIL**

A letter was received from the Environmental Management Council requesting the name of a representative to fill the expiring term on that council. The current representative is Donald Harter, Jr. and the alternate is Michael Reinschmidt. Mr. Barton was asked to see if they would like to continue in that capacity.

**LIAISON REPORTS**

\*\*Councilman Smith reported that Park Forman Joe Petricone will be using vacation over the next several weeks. Special Police is working with their two new officers.

\*\*Councilman Carmestro reported that Art Fritz is on vacation and that there was nothing else to report.

\*\*Councilman Reinschmidt reported that the Spencerport Fire District presented their proposal for the new fire hall to the Chamber of Commerce. They anticipate that a home valued at \$130,000 would pay \$32.00 during the first year bonded and by the 20<sup>th</sup> year it would drop to \$9.00. He also reported that he attended a seminar in Mt. Morris on Friday for the local government workshop sponsored by the Genesee Finger Lakes Regional Planning Council.

\*\*Councilman Blackburn had no report.

**WARRANTS**

**RESOLUTION NO. 305-2006** Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to approve payment of the A Fund, General Fund bills, in the amount of \$139,274.16.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 306-2006** Motion by Councilman Reinschmidt, seconded by Councilman Smith, to approve payment of the B Fund, Part Town Bills, in the amount of \$22,901.74.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 307-2006** Motion by Councilman Reinschmidt, seconded by Councilman Carmestro, to approve payment of the DA Fund, Highway Town Wide bills, in the amount of \$29,418.67.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 308-2006** Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to approve payment of the DB Fund, Highway Outside bills, in the amount of \$33,802.90.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 309-2006** Motion by Councilman Reinschmidt, seconded by Councilman Smith, to approve payment of the Trust & Agency bills, in the amount of \$8,844.36.

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 8:45 p.m., seconded by Councilman Smith and all were in favor.

Respectively submitted,

Donna K. Curry  
Parma Town Clerk