

Parma Town Board meeting held on Tuesday, May 16, 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

Gene DeMeyer, Richard DeMeyer, Carol Ann Zurick, Art Cosgrove, Mike Catalano, Frank Corso, John Brazas, Marilyn DeMeyer, Keith Knupp and other unidentified persons.

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

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

John Frase asked to speak to the Town Board.

**REQUEST FROM HILTON RAIDERS
TO PLACE A FLAG POLE IN PARK**

John Frase, 5 Saveria Drive, representing the Hilton Raiders, asked permission to place a flag pole, flying the American Flag and the Hilton Raiders Flag, in the Town Park by the Hilton Raiders sign by the field they use for their home games.

They intend to sell bricks to place around the base of the flag pole to raise money to pay for the flag pole and flags. The flags would be displayed during home games.

COMMENT ON ROAD SIGNS

Eugene DeMeyer, 182 Butcher Road, would like to compliment the Highway Department for replacing the Butcher Road and Bailey Road street signs.

MINUTES – MAY 2, 2006 MEETING

RESOLUTION NO.152-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to approve the Minutes of the May 2, 2006 meeting as presented.

Motion carried: Aye 4 Nay 0 Councilman Reinschmidt – abstains

TOWN CLERK REPORT

ASSEMBLYMAN HAWLEY

A liaison from Assemblyman Hawley's office will be available at the Parma Town Hall, on the third Wednesday of each month, to meet with residents to discuss matters on any topic relating to the State of New York.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported that the highway department has installed a new pipe replacing a pipe under Zellweger Beach.

RECREATION DEPARTMENT REPORT

SAFETEA-LU

Mr. Fowler has spoken to Stuart Brown Associates concerning SAFETEA-LU funding regarding the installation of a pedestrian sidewalk between Marjorie Lane and Carrie Marie Lane, along Wilder Road, approximately one half mile. He is recommending that the Town enter into contract with Stuart Brown Associates, for a sum not to exceed \$5,000.00, to assist the Town with preparing the application prior to the June 30, 2006 deadline for submitting the proposal.

RESOLUTION NO.153-2006 Motion by Supervisor Lemcke, seconded by Councilman Carmestro, for the Town of Parma to enter into agreement with Stuart Brown Associates, for a fee not to exceed \$5,000.00, for the preparation of the application for a grant under the SAFETEA-LU Program.

Motion carried: Aye 5 Nay 0

SOFTBALL AND BASEBALL UMPIRES PAY

RESOLUTION NO.154-2006 Motion by Councilman Carmestro, seconded by Councilman Blackburn, to approve payment for the softball and baseball umpires who will be working for the Recreation Department in the upcoming months.

Line# 7141.421	Softball	\$1,000.00
Line# 7141.403	Baseball	\$3,500.00

Motion carried: Aye 5 Nay 0

REQUEST FOR USING TOWN PARK FACILITIES

Keith Knupp, 42 Summertime Trail, asked if the Town has any guidelines for the use of the fields at the Town Park. He suggested that the Town set guidelines and set a fee for outside users.

Supervisor Lemcke noted that the residents of the Town, as tax payers, have first choice for field use as long as there is no conflict with the Parma Recreation sports programs. Starting this year organized sports groups are required to present a request to use the fields. A fee charge has not been set up, but may be possible for next year.

The following letter from Steve Fowler lists three requests that he has received to use the Town Park facilities:

North Coast Travel Baseball, Chuck Cole, U-12

Request: to use a baseball field for practice on Wednesday evenings for a total of 6 dates
June 14, 21, 28, July 12, 19, 26.

Rochester Disc Golf Organization, Tony Inzana

Request: to use the 18 hole disc golf course during the dates of August 12 and August 13 to host the Annual Empire State Amateur Championships.

Greece Cobra's, Dominic Pettinari

Request: to have a field (alternative open area) at the Town Park for soccer practices for the team he coaches on Tuesday and Thursday evenings from June 15 through July 27.

RESOLUTION NO.155-2006 Motion by Supervisor Lemcke, seconded by Councilman Smith, to approve the request from North Coast Travel Baseball, Rochester Disc Golf Organization and Greece Cobra Soccer team to use the facilities at the Parma Town Park as outlined in the letter.
Motion carried: Aye 3 Nay 2 Councilman Blackburn voting Nay
Councilman Carmestro voting Nay

NEWSLETTER UPDATE

The Parma Page, Parma's official newsletter, will be mailed out in about a week. The Town's Summer Recreation Brochure will be included.

BUILDING DEPARTMENT REPORT

DUNBAR ROAD SEWER PROJECT **POSSIBLE GRANT FUNDING**

Mr. Barton will discuss with Mr. Fowler the possibility of applying for funding through a grant program to assist in payment for the Dunbar Road Sewer Project. The deadline for the grant application is June 30, 2006.

HILL ROAD BRIDGE

Supt. Speer reported that the walls on the bridge on Hill Road over the Brockport Creek are leaning outwards. He will get together with the Town's engineer to discuss this situation.

PARKS DEPARTMENT REPORT

BOY SCOUT PROJECT

The Boy Scouts have submitted a list of materials needed to build an observation deck in the Town Park. Mr. Petricone will purchase the materials for the project.

CONCERNS - VFW BINGO

Mr. Petricone addressed the issue of the VFW members not cleaning up after Bingo on Thursday nights. The cleaner has offered them a discounted rate to clean after Bingo. Supervisor Lemcke will contact the VFW Commander and discuss the situation.

INCREASE SECURITY DEPOSIT FOR VFW RENTALS

RESOLUTION NO.156-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to increase the security deposit from \$50.00 to \$100.00 for VFW rentals. The funds will be released back to the renter after the VFW has been inspected and found that the facility is left in order.

Motion carried: Aye 5 Nay 0

PARK ATTENDANTS HOURS

Mr. Petricone submitted a letter to the Town Board explaining that with the increased activity in the Park one attendant in the evenings is not sufficient. He requested to have two attendants work in the evenings from the end of June through the end of August. The estimated cost would be \$2,000.00 for labor and additional fuel for the gators.

The Town Board approved the request and asked Mr. Petricone to use the funds budgeted in his line and when the addition funds are needed come back to the Town Board for approval.

PARKING LOT REPAIRS AND EXPANSION

The parking lots along the new soccer fields are in need of repairs before the soccer season begins. The handicapped parking is inadequate and needs to be expanded. This was discussed in the fall with the Town Board and determined to make repairs in the spring of this year. The cost of the project is \$2,135.00. The funds to come from the A Surplus Fund.

RESOLUTION NO.157-2006 Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to approve \$2,135.00 from the A Fund for the parking lot repairs and expansion project.

Motion carried: Aye 5 Nay 0

SPECIAL EVENT PERMIT

Mike Catalano and Frank Corso, owners of the Juke Box at 5435 Ridge Road West, have submitted an application for a Special Event Permit to put tables outside on a rear patio for the summer months so that customers may be served meals outside.

RESOLUTION NO.158-2006 Motion by Supervisor Lemcke, seconded by Councilman Carmestro, the Town Board recognizes this as a ministerial act, which does not require a SEQR. The Town Board approves the Special Event Permit, Type 5, for an outside table area, upon Building Department approval.

Motion carried: Aye 5 Nay 0

PUBLIC HEARING DATE SET ESTALBISHMENT OF THE DUNBAR ROAD EAST SEWER DISTRICT

RESOLUTION NO.159-2006 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to place a Legal Notice in the Suburban News to hold a Public Hearing on June 6, 2006, at 7:00 p.m., at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York regarding the Establishment of the Dunbar Road East Sewer District. The Legal Notice will be posted on the Town Hall bulletin board and on the bulletin board at the Hilton Post Office.

Motion carried: Aye 5 Nay 0

DUNBAR ROAD EAST SEWER PROJECT FORMS

RESOLUTION NO.160-2006 Motion by Councilman Blackburn, seconded by Councilman Smith, to authorize the Supervisor of the Town of Parma to sign the following forms relating to the Dunbar Road East Sewer Project:

Form RD 1910-11	Application Certification, Federal Collection Policies
Form RD 1942-46	Letter of Intent to Meet Conditions
Form RD 1940-1	Request for Obligation of Funds
Form AD 1047	US Department of Agricultural
Form AD 1049	Drug Free Workplace

Motion carried: Aye 5 Nay 0

BUDGET TRANSFERS

The Town Board discussed with Supt. Speer a request to transfer funds from the DA5142.130 Highway Overtime line to DA5110.450 for salt in the amount of \$3,313.

Funds cannot be transferred from a payroll line to an expense line. Supt. Speer changed the request for the funds to come from DA5142.450 – Miscellaneous/Highway.

RESOLUTION NO.161-2006 Motion by Supervisor Lemcke, seconded by Councilman Smith, to approve the budget transfers, with the change of DA5142.130 Highway Overtime to DA5142.450 Miscellaneous/Highway.
Motion carried: Aye 5 Nay 0

AUDIT OF TOWN CLERK'S OFFICE

The Town of Parma has requested an audit of the Town Clerk's Office due to the retirement of the Town Clerk. Raymond F. Wager, CPA, P.C. has submitted a fee estimate between \$3,000. and \$4,000. to review the seventeen month period from January 1, 2005 through May 31, 2006.

RESOLUTION NO.162-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to hire Raymond F. Wager, CPA, P.C. to conduct an audit of the Town Clerk's Office to review the period from January 1, 2005 through May 31, 2006, at an estimated cost between \$3,000.00 and \$4,000.00.
Motion carried: Aye 5 Nay 0

COMMISSIONER OF PUBLIC WORKS

Information regarding the abolishment of electing a Highway Superintendent and replacing the highway department with a Department of Public Works was given to the Town Board members for review.

INTERNAL REVENUE SERVICE AUDIT RECOMMENDATIONS

A letter of recommendation was sent to the Town regarding the audit that the Internal Revenue Service did on April 25, 2006. The tax law requires that the Town add the value of the benefit of personal use of employer owned vehicles to the employees' gross wages.

LIAISON REPORTS

*** Councilman Smith gave Cheryl Dool, Parks Department, a spreadsheet to keep track of the Town's cost to maintain the fields used by various sports groups. He would like to set up a network between the Parks Department, Recreation Department and the Town Clerk's Office showing a calendar of events, pavilion and VFW rentals and sporting events.

*** Councilman Carmestro reported that the Hilton Fire Department is looking at 4 locations to build a new fire hall.
Art Fritz, Jr., Zoning Enforcement Officer has sent out letters to 3 residents regarding property maintenance violations.
A Summons has been sent to Raymond, Elaine & Randall Hildebrandt to appear in Parma Town Court regarding zoning violations.

*** Councilman Blackburn reported that the Assessor had sent out 3100 letters to residents regarding their assessments. Of the 336 residents that made appointments to talk with the Assessor, only 8 have requested to meet with the Assessment Board of Review.

WARRANTS

RESOLUTION NO.163-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to approve payment of the A Fund, General Fund bills, in the amount of \$61,634.62.
Motion carried: Aye 5 Nay 0

RESOLUTION NO.164-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve payment of the B Fund, Part Town bills, in the amount of \$3,099.77.
Motion carried: Aye 5 Nay 0

RESOLUTION NO.165-2006 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve payment of the DA Fund, Highway Town Wide bills, in the amount of \$4,657.22.
Motion carried: Aye 5 Nay 0

RESOLUTION NO.166-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to approve payment of the DB Fund, Highway Outside bills, in the amount of \$12,155.80.
Motion carried: Aye 5 Nay 0

RESOLUTION NO.167-2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve payment of the SD Town Wide Drainage bills, in the amount of \$2658.00.
Motion carried: Aye 4 Nay 1 Supervisor Lemcke voting Nay

RESOLUTION NO.168-2006 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve payment of the Trust & Agency bills, In the amount of \$4,868.16.
Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilman Smith made a motion to adjourn the meeting at 8:42 p.m., seconded by Supervisor Lemcke.

Respectively submitted,

Carol A. Kluth
Parma Town Clerk

