

Parma Town Board meeting held on Tuesday, October 2, 2007 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

Steve Fowler, Patty DiMarco, Gene De Meyer, Ron Ryhal, Don Green, Art Cosgrove, Jim Zollweg, Mike Costanza, Marilyn De Meyer, Scott Copy and other unidentified members of the public.

CALL TO ORDER

Supervisor Lemcke called the meeting to order at 7:00 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. It was noted that the meeting is being digitally recorded.

PUBLIC FORUM

Jim Zollweg provided the Town Board with a hard copy of PowerPoint slides he has made regarding Application in Local Government for Geographical Information Systems (GIS). This is becoming an increasingly useful tool for obtaining and storing data. It can be used to provide a visualize image of data, analyze that data, and create maps. Mr. Zollweg would like to present this information to the Town Board at a future time and also offered his services on a volunteer basis should the Town decide that a GIS coordinator be needed in the Town of Parma. Supervisor Lemcke accepted the offer for a future meeting.

Patty DiMarco spoke on behalf of residents residing on Country Meadow Way and Country Village Lane, who submitted a memo and petition regarding drainage issues. It requests that the Town of Parma to perform routine maintenance on the flood control easement running east to west between Country Meadow Way and Country Village Lane all the way east to Salmon Creek. This will be looked into by the Highway Superintendent.

MINUTES – SEPTEMBER 18, 2007

RESOLUTION NO. 254-2007 Motion by Councilman Carmestro, seconded by Councilman Smith, to accept the Minutes of the September 18, 2007 Town Board meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk Report and VFW Summary for September have been provided to the Town Board. The past 2 weeks have been very busy with the installment surrender and

collection of full payments at no interest for school taxes. The Tentative Budget has been received by the Town Clerk and is on the agenda for later in the meeting.

The Supervisor noted that the Town Clerk and the Director of Finance will be meeting with a representative from HSBC regarding the potential of taking credit and debit card transactions. The court system is now set up through the state court system to take credit cards.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported that they are finishing work on the Dunbar Road East Sewer District. Supt. Speer was asked to contact the Finance Director, Mr. Barton and Larsen Engineers regarding the Certificate for Substantial Completion for the bonding.

RECREATION DEPARTMENT REPORT

Mr. Fowler reported that on Tuesday, September 25th, the recreation Department attended the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) hearing where the Visitation Team Report and the Recreation Department's Final Response Report were reviewed. The result of this review was that the Town of Parma became one of 73 Municipal Recreation and Park Agencies in the country to receive national accreditation from CAPRA. This is a significant accomplishment for the Town's Recreation Department. The Town of Parma was one of three Recreation Departments recognized from New York State and is the smallest department in the nation to receive this recognition.

The 2000 Ford Pickup has been delivered to the Monroe County Fleet Center where it will be sold at auction Saturday, October 6, 2007.

The department participated in a workshop provided by our insurance provider and a Worker's Compensation representative that covered risk transfer, safety in the workplace, loss control practices and risk management techniques.

PARKS DEPARTMENT

There was no report for the Parks Department.

OPEN SPACE COMMITTEE

Scott Copey reported that the survey results have been compiled and that there was a 29.3% response; of which, 94-95% were in favor of farmland and open space preservation in the Town. Results have been made available to Town Board members and it was noted that a significant amount of work went into compiling the results of the survey.

The Farmland Preservation Planning Grant was announced last Wednesday. The application is being worked on and \$33,333 is being requested from the NYS Department of Agriculture and Markets; of which, \$25,000 will come from New York State and \$8,333 will be the local share. There was discussion held on how much could be expected in in-kind services and the balance of the local share to be held in a reserve fund that has been designated specifically for the development of a farmland protection plan. It was acknowledged that the Open Space Committee has evolved to be known as the Farmland and Open Space Preservation Committee.

RESCIND RESOLUTION 221-2007 -OPEN SPACE GRANT APPLICATION REQUEST

RESOLUTION NO. 255-2007 Motion by Supervisor Lemcke, seconded by Councilman Smith, to rescind Resolution 221-2007 from the August 21, 2007 Town Board meeting which established the Open Space Grant Application request.

Motion carried: Aye 5 Nay 0

**MUNICIPAL AGRICULTURAL AND FARMLAND PROTECTION PLAN
GRANT APPLICATION REQUEST**

RESOLUTION NO. 256-2007 Motion by Councilman Smith, seconded by Councilman Carmestro, to authorize the application for a grant to further preservation of farmland in the Town of Parma. A \$33,333 grant from the NYS Department of Agriculture and Markets will be requested; of which, \$25,000 will come from New York State and \$8,333 will be the local share. \$5,000 of the local share will be held in the Farmland Open Space reserve fund and designated specifically for the preservation of farmland.

There was discussion on whether the reserve fund should be established first and not made part of this resolution.

No vote was taken. Motion tabled.

**ESTABLISH RESERVE MUNICIPAL AGRICULTURAL AND FARMLAND
PROTECTION PLAN GRANT APPLICATION REQUEST**

A reserve account will need to be established to hold the Town of Parma's committed portion which is a requirement of the grant being applied for from the NYS Department of Agriculture & Markets. The intended use of this account is to fund work by the Farmland and Open Space Preservation Committee for the preservation of farmland in the Town of Parma.

RESOLUTION NO. 257-2007 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to establish a reserve fund to be called the Farmland Open Space reserve account and be funded with \$5,000 to come from Surplus A.

Motion carried: Aye 5 Nay 0

**MUNICIPAL AGRICULTURAL AND FARMLAND PROTECTION PLAN
GRANT APPLICATION REQUEST**

RESOLUTION NO. 258-2007 Motion by Councilman Reinschmidt, seconded by Councilman Carmestro, to authorize the application for a grant to further preservation of farmland in the Town of Parma. A \$33,333 grant from the NYS Department of Agriculture and Markets will be requested; of which, \$25,000 will come from New York State and \$8,333 will be the local share. \$5,000 of the local share will be held in the Farmland Open Space reserve fund and has been designated specifically for the development of a farmland protection plan.

Motion carried: Aye 5 Nay 0

This resolution replaces tabled Resolution 256-2007.

**STU BROWN & ASSOCIATES DESIGNATED CONSULTANT TO FARMLAND AND
OPEN SPACE PRESERVATION COMMITTEE**

Several companies responded to the request for proposals sent out by the committee. After reviewing, Stuart I. Brown Associates a division of LaBella Associates, PC was determined to be the choice that would best fit the consulting needs of the committee and the Town of Parma. Some of the areas they will assist the committee with are grant writing, identification and acquisition of development rights of land and interpretation of survey results.

RESOLUTION NO. 259-2007 Motion by Councilman Smith, seconded by Councilman Carmestro, to designate Stuart I. Brown Associates as a consultant to the Farmland and Open Space Committee.

Motion carried: Aye 5 Nay 0

It was noted that Don Green has expressed interest in this committee and has submitted a resume.

BUSINESS ITEMS

ABOVE GROUND FUEL STORAGE TANKS

This will be a business item for the next meeting

FIRE PROTECTION STANDARDS

The standards are being reviewed by all parties involved and the Town Board is awaiting responses.

REQUEST TO CHANGE STREET NAME - KARLI DRIVE TO WEST CREEK DRIVE

A petition was received from residents of Karli Drive requesting that the name be changed to West Creek Drive. There was discussion on the number of times that change has occurred and that the name is similar to others in the area. This will be held until Mr. Barton arrives.

BUDGET WORKSHOPS

RESOLUTION NO. 260-2007 Motion by Supervisor Lemcke, seconded by Councilman Blackburn to hold budget workshop meetings October 9, 2007 and October 23, 2007 at 6:30 p. m. at the Town Hall.

Councilman Smith stated that he will be out of town on job related business and unable to attend October 9th.

Motion carried: Aye 5 Nay 0

BUILDING DEPARTMENT REPORT

Mr. Barton noted that the status of the Town Hall septic system has not been discussed in some time. This will be added as an information item for the next meeting.

Mr. Barton has received preliminary flood maps from FEMA. A lot more zones have been included and satellite pictures were used.

Public notice signs for rezoning have been made and picked up. Mr. Barton requested that the Town Board consider the cost involved in time for preparing and processing a rezoning application. The voucher for the signs will be submitted to finance and addressed at the bill paying session if needed.

With regard to the Fire Protection Standards, Mr. Barton reiterated that we are waiting for comments from the Planning Board, Fire Departments and Larsen Engineers. Once received, it will be brought back to the Town Board for a Public Hearing to be scheduled.

A proposal for Fairfield Place is going to Planning Board this Thursday night. Mr. Barton explained the circumstances regarding the dead end street issue which still needs to be addressed. Mr. Barton inquired whether the Town Board wished to have copies of the plans. There was discussion on whether both the Planning and Town Boards should meet together. Councilman Blackburn stated that he would like to see input from the Town Board on the overall design so that the result is what was expected. There was discussion on the plans for the project and the Town Board would like copies.

Mr. Cosgrove stated that he challenged the FEMA flood plain maps when they came out the last time. He found gross discrepancies. Mr. Barton noted that corrections and items identified since the last time the maps were printed will be included with the new version. Mr. Cosgrove was invited to come in and view the newly received maps.

The status of the Court window was discussed. Mr. Prince has been to the Town of Ogden to look at theirs and our Court Clerk needs to decide where it will be located since the interior wall is currently completely used.

Councilman Smith noted that he attended a presentation sponsored by Monroe County regarding Illicit Discharge and the ordinance that needs to be done by the end of the year. He inquired as to the status of meeting the year end deadline. The Town Board has received the draft for Illicit Discharge. Work is being done on the Construction and Post Construction requirements. These will be sent to our attorney for review. Mr. Barton noted that the State has reviewed what the County has provided and does not expect that there will be much room for revisions.

Councilman Smith also noted that he attended the recent walkthroughs at the end of last week for the Dyminski property. He complimented Mr. Fritz's patience during the meeting. Mr. Barton noted that Mr. Fritz was able to do an inspection on Unit B-24. The Certificate of Compliance has not been issued because there are months of reports to be reviewed to be sure that all requirements have been met before the Town gives approval. It was also noted that Mr. Dyminski's responses will not be timely due to a death in the family.

KARLI DRIVE TO WEST CREEK DRIVE - CONTINUED

Mr. Barton verified that the change has been approved by 911.

RESOLUTION NO. 261-2007 Motion by Councilman Carmestro, seconded by Councilman Blackburn to change the name of Karli Drive to West Creek Drive.

Motion carried: Aye 4 Nay 1 Voting Nay Councilman Reinschmidt

COUNTRY VILLAGE ESTATES SUBDIVISION, PHASE 2B – ACCEPTANCE OF COMPLETED INFRASTRUCTURE WORK

Supervisor Lemcke read a memo from Larsen Engineers recommending that the Town of Parma accept the facilities that have been completed to date, and upon posting of security in the amount of \$48,696 for remaining work, authorize the Planning Board Chairman to sign the plat map. It was noted that once the security is posted and all previous expenses cleared, the remainder of the security deposit could be released. In addition, the \$9,900 security held for the storm water management pond is not included and should remain in effect as a separate entity.

RESOLUTION NO. 262-2007 Motion by Councilman Reinschmidt, seconded by Councilman Smith to accept the facilities that have been completed to date, and upon posting of security in the amount of \$48,696 for remaining work, authorize

the Planning Board Chairman to sign the plat map. Once the security is posted and all previous expenses cleared, the remainder of the security deposit can be released. The \$9,900 security held for the storm water management pond is not included and shall remain in effect as a separate entity.

Motion carried: Aye 5 Nay 0

BUDGET TRANSFERS

TRANSFERS TO BUDGET

Oct-07

ACCT #	FROM DESCRIPTION	AMT.		ACCT #	TO DESCRIPTION	AMT.	REQUESTED
	B SURPLUS	24,636.00		B3620.212	OFFICE EQUIPMENT	24,636.00	GAVIGAN
B9020.815	MISC REIMBURSEMENT	1,660.00	DA5110.450	B9040.830	WORKER COMP	1,660.00	GAVIGAN
A1680.413	COMPUTER SUPPLIES	400.00		A1680.445	MAINT CONTRACTS	400.00	GAVIGAN
	B SURPLUS	6,000.00		B3620.442	LEGAL FEES	5,000.00	GAVIGAN
				B8020.450	PLANNING LEGAL FEES	1,000.00	GAVIGAN
A3989.410	SAFETY	500.00		A4989.489	MERCY FLIGHT	500.00	GAVIGAN
A7540.423	MISC VFW	3,000.00		A7540.424	PROCEEDS	3,000.00	GAVIGAN
A9050.840	UNEMPLOYEMENT	3,000.00		A9040.830	WORKER COMP	4,000.00	GAVIGAN
A9055.810	DISABILITY	1,000.00					
B8030.412	LAND OFFICE SUPPLIES	50.00		B8030.12A	LAN CONS SECRETARY	50.00	GAVIGAN
A1110.412	OFFICE/PC SUPPLIES	28.54		A1110.211	OFFICE SUPPLIES	28.54	SPEER

RESOLUTION NO. 263-2007 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve the Budget Transfers as requested.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

MISCELLANEOUS ITEMS

Supervisor Lemcke reported that he had received another grievance. Highway Superintendent and Town Board have received copies. The questioned was raised why this is being dealt with in a public forum and why the grievances are coming to the Town Board and not to the Highway Superintendent. Supervisor Lemcke responded that it was because the grievant has not received a response.

Supervisor Lemcke also reported that two notices of Public Hearings had been received from the Village of Hilton; the first is for the site plan application of Unity Health System for re-approval of the expired subdivision map for Section 8 of Unionville Station, known as 100 Leith Lane. This property is adjacent to the Beehler property. And the second was regarding the application of Modern Family Dental, 3 West Avenue, for an area variance to construct an addition to the existing building. This property is adjacent to the Library.

LIONS CLUB DONATION

A letter was received from the Lion's Club thanking the Town Board for allowing them to sell hotdogs, chips and sodas in the Town Hall Park during the baseball season. The club made a donation of \$100.00 to the Town and indicated that they would like to do this again next year. Steve Fowler reported that feedback was positive.

RESOLUTION NO. 264-2007 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to accept a \$100.00 donation from the Lions Club to be recorded as Miscellaneous Revenue and to allow the Hilton Lions Club to proceed with the same venue next year.

Motion carried: Aye 5 Nay 0

There was discussion on the recording these types of revenue to a line that would reflect income for the department that it pertains too.

SAFETY CONCERNS

Councilman Reinschmidt expressed concern for the safety of football participants during dusk hours on the Town Hall Park fields. He witnessed 2 ambulances responding to calls during football practice after dark and felt that a limit should be put on how late at night the fields can be used. There was discussion on when coaches should end practice. Supervisor Lemcke will contact the Raiders Football Club.

Councilman Reinschmidt also inquired where the Automated External Defibrillator (AED) device is kept at the Town Hall. There was discussion on having it located in the foyer in a break away box with instructions displayed. The Park Foreman will be asked to review placement. There was discussion on the expiration date and having the AED replaced.

TENTATIVE BUDGET

Supervisor Lemcke reviewed the tentative budget with the Town Board and indicated that this one was the most difficult he has done. Charts were provided showing the comparison of impact to the Town with and without revenue income. Departments were asked to submit 0% increases. Based on the first submittals, \$153,000 in reductions was needed to meet the goal of having a 0% increase for the town tax rate. It was noted that for every \$17,000 we increase our budget it is an increase of 1% to the tax rate. The total assessed values went up 5%. The Village of Hilton rate will go down approximately 5%. A summary of key points was provided for how the rates were achieved.

There was discussion on how the Monroe County budget proposal will impact the Town's budget. Payments are still expected quarterly based on County projections of what will be paid to the Towns. There was discussion on how the change in billing for Monroe Community College will impact the Town. The impact is unknown at this time. Projections that have been given to the Finance Director show an increase in sales tax revenue. Currently, there is a surplus in sales tax revenue which can absorb any reduction in sales tax revenue if that should occur. Salary comparisons to west side Towns of comparable size were also provided.

LIAISON REPORTS

**Councilman Smith reported that the Special Police had inquired into using the Recreation Department truck. It was noted that the truck has already been delivered for auction. He was not aware of any dog issues and stated that the Recreation report summarized that area well.

**Councilman Carmestro reported that the Planning Board has a full docket for Thursday night and the Assessor's office will pick up in the next few weeks. He also reported that the Hilton Fire Department has received the \$800,000 FEMA grant (\$500,000 FEMA, \$300,000 local) for flood mitigation of the fire hall grounds. The building will probably be demolished and made into a park setting.

**Councilman Reinschmidt had no report.

**Councilman Blackburn had no report.

**RESOLUTION ACCEPTING DEED TO CRIMSON WOODS COURT FOR
DEDICATION**

RESOLUTION NO. 265-2007 Motion by Councilman Reinschmidt, seconded by
Councilman Blackburn,

WHEREAS, certain parcels of land located in the Crimson Woods Subdivision, more particularly described on Exhibit "A" attached hereto, have been offered for dedication to the town of Parma (the "Town") for highway purposes by Dean/Peck Road Properties, Inc. (the "owner") of said land as shown on a map of Crimson Woods Subdivision, filed in the Monroe County Clerk's Office in Liber 285 of Maps, page 45, and

WHEREAS, the Town Engineer has recommended acceptance of said parcel for dedication for highway purposes and the roadway having been completed in accordance with the Town specifications, and

WHEREAS, the Town Attorney has ordered a fee title insurance policy relating thereto,

NOW THEREFORE, BE IT RESOLVED by the Town Board of the Town of Parma in regular session duly convened herein agrees to accept the deed of dedication on the said road, to be known as Crimson Woods Court and directs the Town Clerk to record the same in the Monroe County Clerk's Office.

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 9:02 p.m., seconded by Councilman Blackburn and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk

EXHIBIT "A"

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Parma, County of Monroe and State of New York, being known and described as Crimson Woods Court, a right of way as shown on a Subdivision Map of Crimson Woods Subdivision filed in the Monroe County Clerk's Office in Liber 285 of Deeds at page 45.