

Parma Town Board meeting held on Tuesday, March 15 2011 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Peter McCann	
Councilman	Carm Carmestro	
Councilman	James Smith	
Councilman	Gary Comardo	
Councilman	James Roose	
Highway Supt.	Brian Speer	
Recreation Director	Steve Fowler	
Absent	Building Inspector	Jack Barton

OTHERS IN ATTENDANCE

Code Enforcement Officer Art Fritz, Assessor Don Wells, Gene DeMeyer, Helen Ives, Mike Weldon, Charlie Lissow, Carol Kluth, Aaron Parysek, Matthew Lazeski, Jim Zollweg, Village Trustee Larry Speer, Tina Brown, Megan Caceci, Megan Hoffer, Val Musson, and other members of the public.

CALL TO ORDER

Supervisor McCann called the meeting to order at 6:30 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor McCann noted emergency exit procedures.

PUBLIC FORUM

Supervisor McCann asked if there was anyone who wished to address the Town Board. There was no response.

MINUTES – MARCH 1, 2011

RESOLUTION NO. 60-2011 Motion by Councilman Comardo, seconded by Councilman Roose, to accept the minutes of March 1, 2011 as submitted.

Motion carried: Aye 4 Nay 0 Abstain Councilman Smith

TOWN CLERK REPORT

The Hilton Rotary Club would like to use the playground areas for their annual Easter Egg Hunt to be held Saturday, April 23, 2011. Set up will begin around 8:00 am with the event to start at 9:00 am. They expect to be done by 10:00 am. Their certificate of insurance has been received.

HIGHWAY DEPARTMENT REPORT

1995 Ford Truck Replacement Purchase – Discussion was continued from previous meetings on purchasing a new truck that would be used for plowing subdivisions and regular work other months of the year. Discussion included how it would be paid for - to lease and pay approximately \$1,000 per year in interest or to purchase outright with the funds that have been earmarked in the Highway Equipment Fund. Pros and cons of both options were discussed. Supt. Speer is requesting a 33,000 GVW Cab and Chassis, 6 Wheeler with a stainless steel muni-body box, plow and wing which he indicated may no longer be on state contract. There was further discussion on the expected cost.

RESOLUTION TO ACQUIRE HIGHWAY EQUIPMENT
SUBJECT TO PERMISSIVE REFERENDUM

RESOLUTION NO. 61-2011 Motion made by Councilman Smith and seconded by Councilman Comardo,

WHEREAS, the Town Board of the Town of Parma (the "Town Board") previously adopted a Resolution in 2007 established a Reserve Fund for Highway Equipment (the "Reserve Fund"); and

WHEREAS, the Town Board by Resolution adopted on January 4, 2011 agreed to appropriate the sum of \$150,000.00 into the Reserve Fund.;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The Town Board hereby authorizes that an expenditure in the sum of \$135,000.00 shall be made from said Reserve Fund for the purposes of acquiring a 6 Wheel, 33,000 lb. GVW Cab and Chassis and the Plow, Wing and Dump Box for that truck; available on state bid.

Pursuant to Section 6-c of the General Municipal Law this resolution shall be subject to permissive referendum.

VOTE OF THE TOWN BOARD

Supervisor	Peter McCann	Aye
Councilman	Carmey Carmestro	Aye
Councilman	James Smith	Aye
Councilman	Gary Comardo	Aye
Councilman	James Roose	Aye

Motion carried.

RESOLUTION TO RESCIND RESOLUTIONS 37-2011 AND 38-2011

Resolutions 37-2011 and 38-2011 were read which had been passed to put out to bid the purchase of a 6 Wheel, 33,000 lb. GVW Cab and Chassis and the Plow, Wing and Dump Box for that truck, respectively.

RESOLUTION NO. 62-2011 Motion made by Councilman Roose and seconded by Councilman Comardo, to rescind Resolutions 37-2011 and 38-2011 authorizing to be put out to bid the purchase of a 6 Wheel, 33,000 lb. GVW Cab and Chassis and the Plow, Wing and Dump Box for that truck, respectively

Motion carried: Aye 5 Nay 0

BUILDING DEPARTMENT REPORT

There was no Building Department report. Mr. Barton and Mr. Prince are attending a training conference therefore there was no report.

RECREATION DEPARTMENT REPORT

Mr. Fowler reported that the Department hosted a Youth Team Sport roundtable discussion where the sports organizations shared information pertaining to their immediate needs and future plans. A follow-up meeting is scheduled for April and the information will be used to update the departments strategic and master plans.

The Hilton Parma Recreation Department is the recipient of The New York State Recreation and Parks Society 2010 Special Event Award for the "Blanket our Community" event which ran concurrently with the Make a Difference Day events in October of 2010. Over 500 blankets were collected and distributed to new families. The presentation will be made on March 29th.

Park It in Parma Summer Celebration – Mr. Fowler asked the Town Board for a decision on how to proceed with the celebration as plans are underway and need to be finalized. Up for consideration is a two day event as has been previously held or going to an extended one day event starting earlier on Saturday as there are already events planned by the Historical Society for the anniversary of the Civil War. The one day event would also have camping Friday and Saturday night only; the movie venue on Friday; and no band on Friday night, which would save on the cost of the sound system and the band. It was concluded that the one day event would be best and the fee for food vendors would be lowered to \$25.00.

PARKS DEPARTMENT

Mr. Petricone reported that he is obtaining the numbers to redo the stalls and tile in the ladies bathrooms.

Septic System – Excavation around the septic tanks identified joints into and out of the tank no longer had seals allowing ground water to enter the tank. These repairs have been made in addition. The pumping station still remains a concern and it was not clear at this time whether repairs could be made or replacement would be necessary. Mr. Petricone expects to have more information for the Town Board.

He also reported that there had been field damage from vandals via access off Parma Center Road and that all violations had been corrected from the recent Fire Marshall inspection.

DOG CONTROL

A letter has been received from Mr. Fritz reporting that the vehicle he uses is in need of replacement. Mr. Fritz also reported that the same vehicle was rear ended yesterday. A police report was filed.

BUSINESS ITEMS

40 GROVE STREET ASBESTOS REMOVAL

Just prior to the meeting, Janet Surridge from the Shared Services Team, provide the Town Board with four quotes for asbestos removal based on the findings of LaBella Associates. In addition there will need to be air monitoring during the removal process. A quote was received from LaBella associates and Ms. Surridge is still waiting to receive one more quote. It was felt that it would be unlikely that the second quote would be higher than the received quote. The plan is to remove all the asbestos and then have the Town Highway Department and the Village DPW crews tear down the building and remove the debris to a landfill. Each entity would cover the expense of their own crews and the Town would pay for the landfill fees. The school district would then begin soil remediation work on the site. They would like to have the project completed before the end of the school year.

ASBESTOS REMOVAL FOR 40 GROVE STREET

RESOLUTION NO. 63-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to select KA&S Construction as the contractor for removal of asbestos at 40 Grove Street for the amount of \$23,331.

Motion carried: Aye 5 Nay 0

ASBESTOS REMOVAL AIR MONITORING FOR 40 GROVE STREET

RESOLUTION NO. 64-2011 Motion by Councilman Smith, seconded by Councilman Carmestro, to contract for air monitoring services while

asbestos removal takes place at 40 Grove Street for an amount not to exceed \$3,900.

Motion carried: Aye 5 Nay 0

DISC GOLF TOURNAMENT DATES

Mr. Fowler had provided a copy of correspondence from Ryan Hand regarding the Greater Rochester Disc Golf Club hosting the 2011 Amateur and Junior Disc Golf World Championships from July 25, 2011 to July 30, 2011. There is anticipated to be 800 disc golfers. They are requesting waiver of the fee to use the VFW through July 29th as an outpost for registration. It was noted the Greater Rochester Disc Golf Club has done considerable work in the park on the disc golf course. Mr. Petricone thought that most of the work had been completed on the tee pads with the exception of some grading dirt work to level off tee areas for mowing and installation of plates identifying the tees.

It was noted the VFW is rented on Saturday July 30th for a wedding. There was discussion on use of the building including a fee for cleaning; the potential for significant bathroom use; having to meet the Town's requirements for insurance; possible food vending aspect by local non profit organizations and that the grounds would not be shut down as they would like to encourage people to come out, watch the event and play. The Town Board asked Mr. Fowler to convey these concerns to Mr. Hand and have responses for the next meeting.

RECORD MAP FOR WEST CREEK WOODS SECTION 1

A proposal to verify the location of the road, retention pond and utilities should be done before we accept dedication of West Creek Drive. A quote from Schultz Associates, who was the originals surveyor for this development, for \$3,300 has been received. Payment would come out of the reserve for this development. There was discussion on the future paving of the road.

RESOLUTION NO. 65-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to authorize Schultz Associates to record mapping for the West Creek Woods Subdivision for the amount of \$3,300 which will be paid from the reserve for this development.

Motion carried: Aye 5 Nay 0

Supervisor McCann noted that the next agenda item, an executive session, would be held at the end of the meeting, that there would be no decisions made, and when they come out of executive session the meeting would be adjourned.

FARMLAND AND OPEN SPACE RESERVE FUND

It has been proposed that a reserve account should be established for the purchase of land and or the development rights and easements. It would be the intent to build this account up in the future.

RESOLUTION ESTABLISHING CAPITAL RESERVE FUND TO PURCHASE REAL PROPERTY

RESOLUTION NO. 66-2011, Motion by Councilman Carmestro, seconded by Councilman Smith,

WHEREAS, the Town Board of the Town of Parma (the "Town Board") previously adopted an Agricultural and Farmland Preservation Plan (the "Plan") in April 2009, whose purpose is to preserve and protect farmland and open space within the Town of Parma (the "Town"); and

WHEREAS, the Plan identified a series of techniques to implement the Plan's goals and objectives including, but not limited to, the establishment of a dedicated fund for the purchase of land and/or development rights/easements;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:

Pursuant to Section 6-c of the General Municipal Law, there is hereby established a capital reserve fund to be known as the "Town of Parma Farmland/Open Space Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to fund the cost of a type of capital improvement. The type of capital improvement to be funded from the Reserve Fund is the acquisition of land or an interest in land designed to preserve farmland or open space within the Town.

The Town's chief fiscal officer is hereby directed to deposit the sum of \$ 15,000.00 from the Town's unappropriated fund balance and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. Thereafter future deposits to the Reserve Fund, if any, shall be determined by Town Board resolution. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law.

This resolution shall take effect immediately.

VOTE OF THE TOWN BOARD

Supervisor	Peter McCann	Aye
Councilman	Carmey Carmestro	Aye
Councilman	James Smith	Aye
Councilman	Gary Comardo	Aye
Councilman	James Roose	Aye

Motion carried.

MISCELLANEOUS

HILTON BROWNIE TROOP #60854 TREE DONATION

Brownie Troop #60854 in Hilton has requested to plant a tree at the Town Hall Park during the month of April; perhaps in conjunction with Arbor Day, April 24th. If approved the Parks Department would dig the hole and the troop would assist with the planting. The troop has secured a 6-8 foot tree that will be donated by R&M Landscaping. They will work with the Parks Department on selection and placing a sign that will meet Town requirements acknowledging the donation.

RESOLUTION NO. 67-2011 Motion by Councilman Carmestro, seconded by Councilman Smith, to approve the donation of a tree at the Town Hall Park by Hilton Brownie Troop #60854 with planting to be coordination by the Park Foreman.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

RE-KEYING OF TOWN HALL

Councilman Carmestro reported that a quote was received to redo the security system at the Town Hall. This was being looked into based on recommendations by our insurance carrier as a means to reduce premiums and would provide controlled access and better accountability. The quote was for a little over \$35,000 and included all Town buildings and would be centrally controlled through a main computer. It was agreed that this was excessive. Re-keying alternatives will be looked at with the existing security system.

CORRESPONDENCE

Information has been received regarding a proposal for the Town to be a drop off location for recycling of electronic equipment. More information will be obtained about the new regulation and the eWASTE Alliance which Regional Computer Recycling & Recovery has proposed.

LIAISON REPORTS

**Councilman Smith reported the parking lot in front of the Parks Department garage is in bad need of repair after the winter. They will need to tear up and redo. A quote has been obtained to repair cracks and reseal the parking lot at the VFW for roughly \$3,100 which would cost effectively extend the life of that parking lot. They may get other quotes and felt consideration should be given to do the same for the Historical building parking lot. He also indicated that it would be prudent to redo the VFW roof and gutters and overhauling the restrooms at the Town Hall for the 2012 Budget.

He also noted that a longtime seasonal employee in the Parks Department will not be returning this year. It was suggested that Sheldon Burritt be asked to fill the position. It was noted that Mr. Burritt has been a seasonal employee with the Highway Department. There was no objection from the Board.

Contracts for 2011 field use have been forwarded to Councilman Smith from the Parks Department to be signed. The Hilton Cadets Baseball Team has submitted their contract and paid the fee established for last year. It was not clear whether the money had been given to Finance yet. Councilman Smith intends to draw up a separate contract for the Hilton Heat Soccer Tournament. The HAYLO Tournament contract has been completed. It is his goal this year to get a handle on what it costs the Town for these groups to use the Park. He identified one day use versus multiple uses over the course of several months as items to be looked at. Also, in consideration of the organizations using the facilities, changes to the fee structure should be shared with them in the fall when they are doing their planning.

**Councilman Comardo reported the Planning Board met last week. A request from a car dealership to repurpose an existing building for car repairs was reviewed. There has not been a Recreation Commission meeting since the last Town Board meeting.

**Councilman Roose asked about the cost for security at events in the Village which was prompted by a reference in the Village Board minutes. It was noted the Monroe County Sheriffs total cost for all the events in that Village was estimated to be \$5,000 for traffic controlling and did not include any onsite security. Assistance by Greece and the parties used last year was not going to be available this year.

**Councilman Carmestro reported the Fire Departments are happy they have received their checks from property taxes.

Village Trustee Speer noted that a meeting was held with Monroe County Emergency Response regarding the proposed placement of a new tower off Leith Lane. The tower will now be located near the water tower. He also shared that the Klock Oil barn will be demolished.

WARRANT

RESOLUTION NO. 68-2011 Motion by Councilman Carmestro and seconded by Councilman Roose, to approve payment of the warrant as submitted below.

FUND TOTALS			
AOO	General Fund	\$	80,695.63
BOO	Part Town	\$	7,762.37
DAO	Highway, Townwide	\$	71,796.76
DBO	Highway, Part Town	\$	5,728.08
HDO	Town Bridges	\$	14,247.58
TAO	Trust & Agency	\$	418.41
GRAND TOTAL:			\$ 180,648.83

Motion carried: Aye 5 Nay 0

ENTER INTO EXECUTIVE SESSION

Supervisor McCann explained that the Town Board would be entering into executive session

RESOLUTION NO. 69-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to enter into Executive Session to discuss ongoing litigation.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 8:10 p.m. after a short break as people left.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 70-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to close the Executive Session at 8:44 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

There being no further business before the Town Board, Councilman Smith made a motion to adjourn the meeting at 8:44 p.m., seconded by Councilman Comardo, all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk