

Parma Town Board meeting held on Tuesday, June 21, 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
Recreation Director	Steve Fowler
Building Inspector	Jack Barton
Absent	Highway Supt. Brian Speer

OTHERS IN ATTENDANCE

Dog Control and Code Enforcement Officer Art Fritz, GIS Coordinator Jim Zollweg, Library Director Becky Tantillo, Open Space Committee members Scott Copey, Don Green and Marilyn DeMeyer; Carol Kluth, Mike Weldon, Paul Deneve, Tim Jennings, Larry Cross, Amy Cross, Elizabeth DeMeyer, 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.

Supervisor McCann noted that the public hearing for the rezoning of 5057 Ridge Road West would be rescheduled due to concerns regarding receipt of neighbor notifications and that he would be taking a business item out of order on the agenda to accommodate prior commitments of the Village Manager, Janet Surridge and Director of Public Works, Mike McHenry who were present regarding the joint salt storage shed.

SHARED SERVICES - JOINT SALT SHED

This project will allow for an opportunity to share the salt shed. The majority of use and salt used is by the Town with the Village and the School District using a lesser amount but needing access. The current break out of the project cost was determined previously but could be subject to change if the involved parties agreed there should be a change. It was explained that soil remediation will not be started until fall and that construction on the salt shed would not begin until the bridge projects are completed. This would tentatively be in 2013. The reason these proposals are being made now is so that work can still be progressing for the site plan and intermunicipal agreements for use of the facility. This will allow plenty of time to work out the issues, negotiate how to share future costs and have these issues completed so that the project can begin when the bridge projects are finished. It was noted that this will be very beneficial to the entire community.

JOINT SALT SHED – LABELLA ASSOCIATES

RESOLUTION NO. 119-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to accept the Phase II proposal dated April 19, 2011 from LaBella Associates to provide structural, architectural, mechanical, electrical and plumbing design services for the joint salt shed for a cost of \$25,000. The cost sharing between the municipalities shall be as follows: Town of Parma \$20,000; Village of Hilton \$2,500; Hilton Central School District \$2,500

Motion carried: Aye 5 Nay 0

JOINT SALT SHED – CONSTRUCTION COST

RESOLUTION NO. 120-2011 Motion by Councilman Carmestro, seconded by

Councilman Roose, that the Town Board agrees to share the construction costs for a joint salt shed with the participating municipalities as follows: Village of Hilton 10%; Hilton Central School District 10%; Hilton-Parma Fire District - will contribute a one-time lump sum amount of \$10,000. With this decision being made, the shared services team is authorized to work with the Lacy, Katzen firm to prepare an intermunicipal agreement.

Motion carried: Aye 5 Nay 0

PUBLIC HEARING

REQUEST TO REZONE 5057 RIDGE ROAD WEST

Supervisor McCann reiterated his earlier remarks that the public hearing for the rezoning of 5057 Ridge Road West would be rescheduled due to concerns regarding receipt of neighbor notifications. There was discussion on what time the hearing should be.

RESOLUTION TO RESCHEDULE THE PUBLIC HEARING FOR REQUEST TO REZONE 5057 RIDGE ROAD WEST

RESOLUTION NO. 121-2011 Motion by Councilman Roose, seconded by Councilman Carmestro, to reschedule the public hearing date to hear public comment on the request to rezone 5057 Ridge Road West from General Commercial to Highway Commercial for July 19, 2011 at 6:30 p.m. at the Parma Town Hall.

Motion carried: Aye 5 Nay 0

PUBLIC FORUM

Supervisor McCann asked if there was anyone who wished to address the Town Board.

GIS Coordinator Jim Zollweg asked the Town Board to consider appointing a GIS Liaison to open lines of communication and to have someone to officially be able to speak with regarding GIS issues.

MINUTES – MAY 17, 2011

RESOLUTION NO. 122-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to accept the minutes of May 17, 2011 as submitted.

Motion carried: Aye 5 Nay 0

MINUTES OF SPECIAL MEETING – JUNE 14, 2011

RESOLUTION NO. 123-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to accept the minutes of the Special Meeting of June 14, 2011 as submitted.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk and VFW Summary Reports for May have been submitted. The Town has been notified of the 30 Day Advance Notice for Renewal Application for an On Premises Alcoholic Beverage License for Brewski's, LLC. The Building and Fire Marshall were notified. It was also noted that the 2010 annual audit of the Spencerport Fire District has been received and is available for Town Board review.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was away at a conference. Supervisor McCann reported that paper work has been received to amend the State Snow and Ice Agreement for 2010/11 and requested a resolution to approve the amendment so that the Town can receive the additional funds.

AMMENDMENT TO CHANGE THE ESTIMATED EXPENDITURE 2010-2011 NEW YORK STATE SNOW AND ICE AGREEMENT

RESOLUTION NO. 124-2011 Motion by Councilman Comardo, seconded by Councilman Roose, to accept the Amendment to Change the Estimated Expenditure for Snow and Ice Agreement with New York State for the Indexed Lump Sum Contract and authorize the Town Supervisor to enter into the agreement which will increase the amount that the Town will be reimbursed in the amount of \$100,816.52.

Motion carried: Aye 5 Nay 0

BUILDING DEPARTMENT REPORT

Mr. Barton reported that the May Building Department report has been submitted. Mr. Barton has met with a representative from Genesee Finger Lakes Planning Council regarding their green initiative and reviewed the Town's design criteria for Development. Mr. Barton and Mr. Speer will meet with their engineer for the review. By participating, it is hoped that the Town will see grant dollars that could perhaps be used in the Town Park for erosion control along the creek and at the Highway Department for the stormwater system. The Town of Parma is one of nine entities identified for this program and will provide an evaluation as a means to gauge how we are doing on stormwater control.

Court Office Roof Leak – Supervisor McCann inquired about the status of the roof. Mr. Barton noted that he and Mr. Petricone had met with a representative from the Leo J. Roth Corp. They were the installers of the last roof (not the court addition project). Tears in the liner and a loose seam from the Roth installation in 2005 which was prior to the court addition appear to be the cause of the most recent leaking. There was discussion on Roth providing an estimate for preventative ice damage/slideoff, adding additional cleats to facilitate gradual melts and relining the gutter valleys with larger rubber membranes.

PARKS DEPARTMENT

Mr. Petricone reported that the flagpole at the Historical building is up and that the Eagle Scout Lean-To project has been completed. He also noted that the department tried to accommodate the sports organizations as best they could, considering the extreme wet conditions and being short staffed due to illnesses. The park has been aerated and almost completely rolled.

RECREATION DEPARTMENT REPORT

Mr. Fowler updated the Town Board on the "Park It in Parma" event being held on Saturday, August 6, 2011. The Townwide celebration will take place from 11 a.m. until 11:30 p.m. as a one day event this year. There are currently 18 food and activity vendors committed to this date. Included in those are the Chicken BBQ, Bounce-A-Loopa play area, 3 on 3 youth basketball tournament, two bands, Cruise-In Auto Review, tours of the Historical Museum and a Civil War Remembrance with loud cannons, an encampment and a period fife and drum band. Fireworks are scheduled for 9:15 p.m.

The Community Camping Jamboree is scheduled for Friday, August 5, and/or Saturday, August 6. There will be a group campfire each night and a community movie night under

the stars at the Town Hall Park on Friday, August 5th. 32 families have registered for camping and they are expecting to reach a count of 100 again this year.

Councilman Smith inquired about the status of fees being charged by the school district for the use of recreation facilities. Mr. Fowler responded that he has set up a meeting with the Building and Grounds Director to discuss. He will keep the Board apprised of the discussion.

MISCELLANEOUS

LIBRARY

Library Director, Becky Tantillo, provided a summary of May activities and statistics noted that they are gearing up for the summer reading program. The Library was featured in two news articles in the Suburban News which reported on the 2010 Annual Report for Library use and this year's summer reading programs.

FARMLAND AND OPEN SPACE UPDATE

Scott Copey reported that a draft Right to Farm Law has been prepared by the committee and acknowledged the work Marilyn DeMeyer has done compiling the initial draft. The committee would like the Town Board to review and provide input. The draft has been sent to Bob King for review. The committee feels that this is a means to affirm the importance of farming in the community. At some point there will need to be a public hearing and formal adoption.

The Committee would like to have a permanent sign placed in the right of way on Route 259 commemorating the Martin Farm property as permanently preserved open space. A picture sample was provided for review. It was noted that the committee looked at what other Towns have done, reviewed different types of signs, the proposed sign is used exclusively by New York State and that there is a permit process that will need to be done to get the sign placed. There were no objections from the Town Board.

The Committee would like to start soliciting interest in another conservation project. They expect a similar allotment of funding for grants and would like to assess interest and potential expense so that planning could be done now for future acquisitions. It is advantageous to solicit interest at least one year out so that those potential projects can get on the list for Genesee Land Trust and Federal Farmland Protection funding opportunities. Possible acquisitions could include opportunities where the landowner makes a donation of property or where committed funds from the Town accumulate so that as an opportunity presents itself the Town will be in a position to act.

Mr. Copey also sought permission to advertise for a new committee member. Currently there are six members and it was felt that an odd number would be appropriate. There was discussion on what was originally set up for the establishment of this committee. It was felt the committee should explore possible new members.

BUSINESS ITEMS

APPROVAL FOR CONSULTING SERVICES STUART BROWN ASSOCIATES

RESOLUTION NO. 125-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to enter into agreement with Stuart Brown and Associates for service to prepare Environmental Assessment Reviews for proposed changes to the Parma Town Code, Chapter 9 and 165 and the request to rezone properties to Planned Development-Senior Residential for the proposed North Parma Station development.

Motion carried: Aye 5 Nay 0

Later in the meeting the question was raised as to why Stuart Brown and Associates were being hired to do the SEQR reviews. It was noted that both of these requests would affect the whole Town and are Type I actions which require the more detailed full environmental assessment. For the greater detailed review, the Town hires a consultant.

BUDGET TRANSFERS

TRANSFERS TO BUDGET

Jun-11

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO575752046000	CONTRACTED SERVICE	700.00	AOO575751021000	OFFICE EQUIPMENT	1,210.00	GAVIGAN
AOO575751048000	MISC EXPENSES	510.00				
AOO535351045200	VEHICLE MAINTENANCE	1,719.00	AOO535351021000	EQUIPMENT	1,719.00	FRITZ
AOO570702049100	INTERNSHIP	2,000.00	AOO570702042200	CONTRACUTAL EQUIPMENT	4,200.00	FOWLER
AOO570702049000	OFFICE RENT	2,000.00				
AOO570702021000	EQUIPMENT	200.00				
AOO536364046000	CONTRACTED SERVICE	100.00	AOO536364043000	EDUCATIONAL & PROFESSION	100.00	EDENHOFER
	B UNAPPROPRIATED	33,000.00	BOO582802047500	ENGINEERING	7,000.00	GAVIGAN
			BOO537362046000	CONTRACTED SERVICES	10,000.00	GAVIGAN
			BOO537362047300	LEGAL FEES	16,000.00	GAVIGAN
	A UNAPPROPRIATED	10,000.00	AOO550513246000	CONTRACTED SERVICES	10,000.00	GAVIGAN

RESOLUTION NO. 126-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to approve the Budget Transfers as submitted.

Motion carried: Aye 5 Nay 0

LIAISON REPORTS

**Councilman Smith reported that the Historical Society held their meeting at the VFW this month and a well received presentation on Organized Baseball in the Town of Parma was made. They will be deciding on having future meetings at the Town Hall starting in the fall not that attendance has increased. He also shared that dialogue with Curator Stilson have highlighted the need to address the conditions at the Meeting House and a list of things that need to be done will be prepared. It was felt that grant money might be pursued and it would be better to work on preventative to save money in the long run.

The Hilton Heat Soccer Club has approached the Town to hold a smaller mini tournament the last weekend in July. There was discussion on whether it should be July 30th or 31st. Sunday the 31st of July appears to be the better day because of less conflicts.

HILTON HEAT MINI SOCCER TOURNAMENT

RESOLUTION NO. 127-2011 Motion by Councilman Smith, seconded by Councilman Carmestro, to allow use of fields for a mini tournament Sunday, July 31, 2011, by the Hilton Heat Soccer Club.

Motion carried: Aye 5 Nay 0

It was noted that there are concerns about Babe Ruth Baseball holding games at times that are not scheduled and are in conflict with the terms set for using the fields. The Parks Department would like to see this addressed before it gets out of hand. Mr. Fowler explained the policy and the terms that have been established with this group and will follow up with the involved parties to be sure that there are no conflicts with rented pavilions.

**Councilman Comardo reported the Recreation Commission discussed the Department's two successful events – Drive-In Movie and Kites in the Park. He also met with the Assessor's Office and attended the Planning Board meeting where the Monroe County gave a stormwater presentation which included ideas for minimizing runoff and changes to design criteria.

**Councilman Carmestro reported that the Village will be looking at a redesign for Hovey Square to create more parking and they have contacted the DEC regarding creek contamination as it might pertain to the Village. The Hilton Fire Department is

reviewing their by-laws. The North Greece Fire Department is doing the same and is facing drastic cuts to their budget which may include dispatchers.

**Councilman Roose reported he attended two Zoning Board meetings since our last meeting. Topics were fairly short and mostly shed related. He is expecting a letter from the Special Police for the next meeting regarding their budget.

MISCELLANEOUS

Supervisor McCann read a proposed resolution authorizing the implementation and funding for federal aid and State Marchiselli Program-aid eligible costs for the Hill Road Bridge Projects over Salmon and Brockport Creeks. It was noted that the Town will front the funds and then be reimbursed. He also noted that the construction bid came in under what was originally anticipated.

APPROVE SUPPLEMENTAL AGREEMENT #2 TO MASTER FEDERAL AID MARCHISELLI AID PROJECT AGREEMENT HILL ROAD BRIDGE OVER SALMON CREEK (BIN 2211160) HILL ROAD BRIDGE OVER BROCKPORT CREEK (BIN 2211170)

RESOLUTION NO. 128-2011 Motion by Councilman Comardo, seconded by
Councilman Carmestro,

WHEREAS, a Project for the Replacement of the Hill Road Bridges over Brockport Creek (BIN 2211170) and Salmon Creek (BIN 2211160), P.I.N. 4754.89 (90) (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, the Town of Parma desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of the construction phase.

NOW, THEREFORE, the Parma Town Board, duly convened does hereby

RESOLVE, that the Parma Town Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Parma Town Board hereby authorizes the Supervisor of the Town of Parma to pay in the first instance 100% of the federal and non-federal share of the cost of design, right of way (ROW) and construction work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$1,771,600.00 is hereby appropriated from General Fund as appropriated pursuant to Resolution No. 81-2011 and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Town Board of the Town of Parma shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Supervisor thereof, and it is further

RESOLVED, that the Supervisor of the Town of Parma be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Town of Parma with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project. And it is further

RESOLVED, this Resolution shall take effect immediately

Motion carried: Aye 5 Nay 0

WARRANT

RESOLUTION NO. 129-2011 Motion by Councilman Smith and seconded by Councilman Comardo, to approve payment of the warrant as submitted below.

FUND TOTALS		
AOO	General Fund	\$ 75,413.97
BOO	Part Town	\$ 18,166.34
DAO	Highway, Townwide	\$ 1,979.40
DBO	Highway, Part Town	\$ 101,228.74
HDO	Town Bridges	\$ 33,451.35
SDO	Townwide Drainage	\$ 5,177.26
TAO	Trust & Agency	<u>\$ 7,426.80</u>
GRAND TOTAL:		\$ 242,843.86

Motion carried: Aye 5 Nay 0

There being no further business before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 7:54 p.m., seconded by Councilman Roose.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk