

Parma Town Board meeting held on Tuesday, April 3, 2012 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Carmey Carmestro
Councilperson	Gary Comardo
Councilperson	James Smith
Councilperson	James Roose
Councilperson	Tina Brown
Highway Supt.	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler

OTHERS IN ATTENDANCE

Helen Ives, Ken Gavigan, Carol Kluth, Mike Weldon, Mike Clark, and other members of the public.

CALL TO ORDER

Supervisor Carmestro 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. He noted emergency exit procedures.

PUBLIC FORUM

Supervisor Carmestro asked if there was any citizen present who would like to address the Town Board on any topic not on the agenda. There was no response.

MINUTES – MARCH 20, 2012

RESOLUTION NO. 105-2012 Motion by Councilperson Roose, seconded by Councilperson Smith, to accept the Minutes of the March 20, 2012 meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk Report and VFW Summary for March has been completed and submitted. The Annual Update Document (AUD) has been filed in the Town Clerk's office.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported that crews have been completing driveway restoration and seeding from drainage projects.

COLLAMER ROAD OVER WEST CREEK BRIDGE REPLACEMENT PROJECT

FISHER ASSOCIATES, PE, LS, PC - SUPPLEMENTAL AGREEMENT #2

Supt. Speer requested a resolution to enter into an agreement with Fisher Associates, PE, LS, PC for the construction phase of the Collamer Road over West Creek Bridge Replacement Project. Bids are expected to be let out in April. Supt. Speer also reviewed an \$11,000 additional expense due to changes to the original design of the bridge where the bridge was going to be two feet higher than originally designed and will require

raising the intersection at Collamer and Dunbar Road. The additional charges for this have not yet been approved for grant money and it is hoped we will be reimbursed.

RESOLUTION NO. 106-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to enter into Supplemental Agreement #2; authorizing the Town Supervisor of the Town of Parma to enter into an agreement with Fisher Associates, PE, LS, PC, 135 Calkins Road, Rochester, NY 14613 and the Town of Parma for the construction inspection and engineering services associated with the construction phase of the Collamer Road over West Creek Bridge Replacement Project, PIN 5754.88. The amount will not exceed \$119,700

Motion carried: Aye 5 Nay 0

Work on the second Hill Road Bridge has a planned start date of June 25, 2012 after school bus runs have ended. He expects that the Collamer Road project will be bid out late in April.

AUTHORIZATION TO BID 14 FOOT DUMP BOX

Supt. Speer has put together the bid specs for the dump box requested at the last meeting. He is now ready to advertise for bids.

RESOLUTION NO. 107-2012 Motion by Councilperson Smith, seconded by Councilperson Comardo, to authorize advertising for bid a 14 foot dump box for a ten-wheeler truck. The bid opening will be Monday, April 30, 2012 at 10:00 am.

Motion carried: Aye 5 Nay 0

Supt. Speer is getting the quotes for the doors and will also get quotes to replace the boiler

RECREATION DEPARTMENT REPORT

Mr. Fowler reported the department has been researching the New York State Consolidating Funding application process to identify funding that would be available to update the Town Hall Park wastewater system. He indicated that later this spring a grant opportunity will be announced under the project category of Parks, Historic Preservation and Heritage Areas. Applications would be due this fall. It is believed it will be a 50% matching grant tied to the overall project. Other revenue streams are also being looked at.

Mr. Fowler was asked by the Village to begin research into the feasibility of a joint venture with the village and town to design a project which would involve updating and expanding the current Village Community Center. The intent would focus on re-purposing the use of the building and cost estimates associated with any remodel and expansion. He will put together a packet for the Recreation Commission, Town Board and Village Board for consideration prior to May 1st.

BUILDING DEPARTMENT REPORT

Mr. Barton reported the Building Department report for the month of March has been submitted. The new truck has been received and detailing will follow that of the building department car.

APPOINTMENTS

Mr. Barton reported that three interviews were completed for the Zoning Board of Appeals Alternate position and the interview committee has recommended Gregory Blake Keller to fill this opening. The interview committee for the Conservation Advisory Board opening interviewed two candidates and has recommended Peter Stoller to fill that position.

CONSERVATION ADVISORY BOARD APPOINTMENT - STOLLER

RESOLUTION NO. 108-2012 Motion by Councilperson Roose, seconded by Councilperson Brown, to appoint Peter Stoller to fill the Conservation Advisory Board position for the remainder of the term vacated by Michael Reinschmidt.

Motion carried: Aye 5 Nay 0

ZONING BOARD OF APPEALS ALTERNATE APPOINTMENT - KELLER

RESOLUTION NO. 109-2012 Motion by Councilperson Comardo, seconded by Councilperson Brown, to appoint Gregory Blake Keller to fill the Zoning Board of Appeals Alternate position which will complete the term of James Zollweg through the end of 2012.

Motion carried: Aye 5 Nay 0

BUSINESS ITEMS

INTERNAL AUDIT JUSTICE COURT 2011

RESOLUTION NO. 110-2012 Motion by Councilperson Brown, seconded by Councilperson Smith, acknowledging that an internal audit of the Parma Justice Court's finances was completed on March 26, 2012 by Tim Hungerford, of Hungerford and Vinton, LLC as required annually by the New York State Unified Court System.

Motion carried: Aye 5 Nay 0

**LOCAL GOVERNMENT EFFICIENCY GRANT PROGRAM
2011-2012 PROGRAM YEAR – SALT SHED**

RESOLUTION NO. 111-2012 Motion by Councilperson Roose, seconded by Councilperson Smith,

RESOLVED:

1. The Town Board of the Town of Parma authorizes Town Supervisor Carmey Carmestro to submit a Local Government Efficiency grant application for the 2011-2012 Local Government Efficiency Grant Program Year.
2. The Town of Parma shall act as the Lead Applicant for such grant application and Town Supervisor Carmey Carmestro is hereby named as the Lead Applicant Contact person on the grant application form and he is hereby authorized to sign the grant application and to execute all financial and/or administrative processes relating to the grant program.
3. The Parma Town Board's authorization is made with the understanding that the Village of Hilton, the Hilton Central School District and the Hilton-Parma Fire District have agreed to serve as Co-Applicants and have authorized the chief executive officer and/or designee of their respective local government entities to execute all financial and/or administrative processes relating to the grant program.
4. The project is titled the *Hilton-Parma Shared-Use Salt Storage Shed Project* and will involve the joint construction of a shared-use, salt storage shed that will be utilized by the Village of Hilton, the Town of Parma, the Hilton Central School District and the Hilton-Parma Fire District.
5. The Town of Parma, as the Lead Applicant, and the Village of Hilton, the Hilton Central School District, and the Hilton-Parma Fire District, as Co-Applicants, will apply for an Implementation Grant of \$394,091 and will provide local matching funds equal to the amount of the Local Government Efficiency grant funds being requested which represents 50 percent of the project cost.

6. The Town of Parma, the Lead Applicant, will contribute \$307,272.80 as its share of the local matching funds.
7. The Village of Hilton, a Co-Applicant, will contribute \$38,409.10 as its share of the local matching funds.
8. The Hilton Central School District, a Co-Applicant, will contribute \$38,409.10 as its share of the local matching funds.
9. The Hilton-Parma Fire District, a Co-Applicant, will contribute \$10,000 as its share of the local matching funds.
10. The Town of Parma, the Lead Applicant, will work with the Village of Hilton, the Hilton Central School District and the Hilton-Parma Fire District, the Co-Applicants, to prepare and execute an intermunicipal agreement setting forth the individual responsibilities relating to the construction, operation, maintenance, and repair of the salt storage shed including the ordering and utilization of the road salt and the allocation of costs therefor.

Votes were recorded as follows:

Supervisor Carmey Carmestro:	Aye
Councilperson James Smith:	Aye
Councilperson Gary Comardo:	Aye
Councilperson James Roose:	Aye
Councilperson Tina Brown:	Aye

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

LIGHT POLE REPLACEMENT NORTH SHORE DRIVE

Supervisor Carmestro reported that a citizen called to report an accident where a light pole had been hit at North Shore Drive. The cost of repairs is the responsibility of the Town and will be paid for by funds from that lighting district. An attempt was made to identify who hit the pole but because no police report was filed the Town is unable to pursue further. The cost will be \$218.09 for materials and \$320.03 to be paid to RG&E.

RESOLUTION NO. 112-2012 Motion by Councilperson Comardo, seconded by Councilperson Brown, to approve the proposal to install one fiberglass embedded pole to replace pole #3 in front of 4 North Shores Drive at a cost of \$320.03 for labor and \$218.09 for materials with the cost to be borne by that lighting district.

Motion carried: Aye 5 Nay 0

ANNUAL UPDATE DOCUMENT (AUD)

Supervisor Carmestro reported that the Annual Update Document (AUD) has been completed by Tim Hungerford and filed with New York State as required by law.

John Reemsten from LaBella Associates will now submit the grant application to NYS Department of State for the salt storage shed. He expects that we will hear in three to four months on whether we will be awarded a grant.

Supervisor Carmestro noted there would be an executive session at the end of the meeting.

LIAISON REPORTS

**Councilperson Brown reported there was nothing specific to report for the Special Police. The group has inquired about what kinds of things they will do because there will not be a Parma Fest this year. Right now the Kite event is the only event. The

Recreation Commission meets next week and Mr. Fowler is researching the possibility of having a one day event on the first Saturday in August in lieu of Parma Fest Days and would not incur any expense to the Town. Mr. Fowler noted that they are researching the possibilities with the hope of wrapping up a decision on whether to move forward the first of May. There was discussion on cost incurred by the Town in the past including budgeted and non budgeted costs. The goal would be to not incur additional cost to the Town. Supervisor Carmestro noted a request for patrols will need to come before the Town Board as there will need to be guidelines set for park patrols. There was nothing specific to report from Dog Control.

**Councilperson Comardo reported the Zoning Board of Appeals did not have a meeting since our last meeting; however the 3rd interview took place for the open alternate position. A special Zoning Board meeting will be held April 5th regarding the proposed Hess gas station at Route 104 and 259. Hess Corporation will be picking up the entire cost of the special meeting.

**Councilperson Smith reported Mr. Petricone assisted the DEC posting signs and general maintenance at the Bennett Road location of the Braddock Bay Wildlife Management Area. The fields at the park are in very good shape due to the good weather. Baseball is expected to start later this week. The Hilton Cadet Travel Baseball has been sent a reminder that they need to contact the Town Clerks office to arrange for pavilion use during their July tournament. General repairs around the park including the bathrooms and the post holes have been set for the scoreboards.

**Councilperson Roose reported the Planning Board reviewed a request to pave a parking area at Westside News. A large area of giant hogweed has been identified in the Town. The Conservation Board is interested in more information on this invasive species.

**Supervisor Carmestro thanked Supt. Speer for help with extra work in the Park. The Fire Department minutes have been made available to the Town Board. The Library Board meets tomorrow. The Village Board held their organizational meeting tonight. New Trustee Andy Fowler was sworn in and Walt Horylev will be sadly missed.

ENTER INTO EXECUTIVE SESSION

Supervisor Carmestro noted that the Town Board will be entering into an executive session at the end of the meeting and there would be no further business at the end of the meeting.

RESOLUTION NO. 113-2012 Motion by Councilperson Comardo, seconded by Councilperson Brown, to enter into Executive Session to discuss the employment actions/history of a particular employee.

Motion carried: Aye 5 Nay 0

There was a short recess while people exited the meeting. The Board entered into Executive session at 7:22 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 114-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to close the Executive Session at 9:00 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

There being no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 9:00 p.m., seconded by Councilperson Brown.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk