

Parma Town Board meeting held on Tuesday, September 5, 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
Recreation Director	Steve Fowler
Building Inspector	Jack Barton

OTHERS IN ATTENDANCE

Members of the Hilton Heat Executive Board: Katherine Lemcke, VP Boys; Joann Kruizenga, Registrar; Laurie Crawford, VP Girls; Debbi Beauvais, Uniform Coordinator and Rosemary Childs, Secretary. Gene DeMeyer, Scott Copey, James Kesselring, John Brazas, Marilyn DeMeyer, Richard DeMeyer, Elizabeth DeMeyer, David Keech, Stephen Lewandowski, and others.

Supervisor Lemcke called the meeting to order at 7:00 p.m. and 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 present would like to address the Town Board on any topic not on the agenda.

JAMES KESSELRING – LAKE ACCESS

James Kesselring, 22 Clearview Avenue, presented the Town Board with photographs and a copy of a tax map showing the location of right of ways that the Town provides for use by residents of the Lake Side Blvd. neighborhood for access to Lake Ontario. Supervisor Lemcke asked that this be put on hold until Jack Barton arrives from the Conservation Committee meeting. Copies of materials presented are on file in the Town Clerk's office.

JOSEPH RITTLER – R & M LANDSCAPE INVOICES

Joseph Rittler, 656 Ogden Parma TL Road, questioned Supervisor Lemcke regarding invoices from R & M Landscaping that were submitted for payment this year. In particular, an invoice for \$924.00 submitted for payment at the July 18, 2006 Town Board meeting which was not paid. Supervisor Lemcke responded that the invoice was not paid as submitted but adjusted to reflect a threshold of \$750.00 that Councilman Blackburn brought to his attention during the meeting.

MINUTES – AUGUST 15, 2006

RESOLUTION NO. 248-2006 Motion by Councilman Smith, seconded by
Councilman Carmestro, to approve the Minutes of the August 15, 2006
meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

Town Board has received copies of the VFW and Town Clerk's report for August. Christel Ingham has been hired to help out during tax season.

FRANK LUCISANO – RESIGNATION ZONING BOARD OF APPEALS

A letter of resignation effective October 1, 2006 has been received from Frank Lucisano from the Zoning Board of Appeals.

RESOLUTION NO. 249-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to accept with regrets the resignation of Frank Lucisano from the Zoning Board of Appeals.

Motion carried: Aye 5 Nay 0

Currently, there is an Alternate for this Board and this individual will be asked to fill the opening. Depending on the outcome, the position that remains open will be advertised.

HIGHWAY DEPARTMENT REPORT

Supt. Speer received an estimate of \$23,000.00 for guard rails for the Hill Road Bridge over Brockport Creek. Supt. Speer feels that monitoring the walls at this time will suffice and when conditions worsen the walls will have to be removed and jersey barriers or guard rails will have to be fastened to the deck of the bridge. We are slated to be on the grant proposal for 2007. Replacement would not occur until 2009.

RECREATION DEPARTMENT REPORT

Director Steve Fowler reported that there will be three Section V Scholastic Cross Country events this fall; September 12th, October 3rd and October 10th at the Town Park. The 2006 Fall Brochure is out. Three featured events are the 28th Annual Apple Derby 5 Mile Run on September 30th, Joey and Maria's Wedding presentation on October 7th and the Community Halloween Celebration on October 21st.

“PARK IT IN PARMA”

The Recreation Department solicited feedback from the sixteen vendors who participated in the annual “Park It In Parma” celebration August 4th and 5th. An analysis of the feedback was prepared by Sherry Farrell and was provided to Town Board members.

JOHN TRENTON - RESIGNATION RECREATION AND PARKS COMMISSIONER

Mr. Fowler informed the Town Board that John Trenton submitted his resignation as Recreation and Parks Commissioner. The Commission will begin discussion on his replacement at their September meeting.

PARKS DEPARTMENT REPORT

Parks Forman Joe Petricone reported that the department is working on drainage issues in preparation for the cross country season. Two Eagle Scout projects have been completed and include a brick pathway at the front of the Historical Building and a bird perch and observation deck in the Town Park. A third project will also be done that provides the structure and landscaping for a sign at the Parma Center Road entrance to the Town Park. The Parks Department has also been working with the Hilton Raiders to coordinate the location of a flagpole base, which is coming this week, with their sign.

BUSINESS ITEMS

HILTON HEAT BOARD SOCCER FIELD USAGE

Representatives for the Hilton Heat Board of Directors were present. President John Mikels was unable to attend and Laurie Crawford, Vice President – Girls, acted as spokesperson. She stated that the organization felt that the transition to the Town Park fields has gone well. Numerous comments have been received on how nice it is to have the tournament in one location and compliments on the condition of the fields. The club's outdoor season starts in mid April and ends in early August with tryouts for the next season. Weather conditions were not favorable for this year's tournament. Mrs. Crawford also complimented the Parks staff on the help and service that they provide for the organization and noted the stripping of the parking lots as a plus. It was noted by the Board that there were increased costs to the Town associated with damage to fields as a result of the weather and additional costs incurred in other areas during this year's tournament. There was discussion regarding the incidental costs as a direct result of the tournament and club usage. The board will be compiling usage information hopefully by year end that is broken out by what each organization incurred. These specifically incurred costs will be passed back to the organization.

OPEN SPACE COMMITTEE

Scott Copey presented a summary of his work to date. Key topic areas he identified include:

- Doing an inventory of open space and undeveloped land
- Identify and prioritize specific parcels of land
- Creating an Open Space and Agricultural Preservation Plan
- Develop an Acquisition Plan
- SEQRA
- Budgetary considerations
- Tools for Preservation
 - Fee Acquisition
 - Purchase of Developmental Rights (PDR)
 - Conservation Easement
 - Cluster Development / Incentive Zoning

Discussion followed as to the next steps to be taken and who will make up the committee. A copy of materials provided by Mr. Copey to the Town Board is on file in the Town Clerk's office. A stipend will be offered to the Town of Greece as compensation for time and materials provided by Mr. Copey.

JAMES KESSELRING – LAKE ACCESS CONTINUED

Mr. Kesselring continued his presentation after the arrival of Jack Barton. Photographs provided by Mr. Kesselring indicate that the property to the south of one of three pathways may have encroached on the right of way as a result of a deck area that has been built out over the gabion. It was noted by Mr. Barton that the individual deeds for the parcels adjacent to the pathway do not include these pathways nor are they included in the right of way for the Town. Mr. Kesselring's concern is that the pathways are not properly defined and designated so that individuals seeking lake access can distinguish where to go.

It was determined that the three ten foot pathways should be surveyed to determine if there has actually been any encroachment and that iron pins be placed so that all parties can observe the boundaries. Mr. Barton was asked to contact Schultz and Associates to complete the surveys since they were originally involved.

BUILDING DEPARTMENT REPORT

The August Building Department Report has been submitted to the Town Board.

A response from Larsen Engineers regarding cost estimates for Dunbar Road Sidewalks was received today. A representative from Larsen Engineers will be available for the next Town Board meeting to answer any questions.

Bill Palma will be resigning as Fire Marshall. Mr. Barton has reviewed applications that are on file and will be advertising the position.

PARKING LOT EXPANSION

Mr. Petricone received an estimate from the Highway Department for additional parking, driveway and a sidewalk extension. An estimate of \$2,500 is for the addition of two parking spaces on the west end of the employee parking area on the south side of the building and an extension of the sidewalk across the front of the building to those parking spaces. An estimate of \$4,000 was received to extend parking all the way across the front of the building which would provide an additional five to six spots. Discussion followed regarding opportunity to push snow out and away from the front of the building, that there would be no impact on existing trees, and funding would come out of Surplus in the A Fund.

RESOLUTION NO. 250-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to approve the installation of a sidewalk extension, driveway and additional parking per the Highway Department estimate of \$4,000. Funding will come from A Fund Surplus.

Motion carried: Aye 3 Nay 2 Councilman Blackburn and Carmestro voting Nay

IGNITE STUDENT MINISTRIES – PAVILION FEE WAIVER

A letter was received from Ann Frey, Youth Leader for Ignite Student Ministries, requesting waiver of the rental fee for the Lions Pavilion on September 16, 2006. All of the required paperwork will be filled out and provided by the organization.

RESOLUTION NO. 251-2006 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to waive the fee for rental of the Lions Pavilion on September 16, 2006 by Ignite Student Ministries.

Motion carried: Aye 5 Nay 0

MONROE COUNTY WATER AUTHORITY – REPAIR WATER MAIN SERVICE

An invoice has been received from the Monroe County Water Authority for repairs made to water service at 1762 Manitou Road that was damaged during work done by the Highway Department while on a Monroe County road project. The bill will be submitted to the insurance company for payment.

DB FUND LOAN

Finance Director Mary Gavigan submitted a request for \$65,000 from the B Fund to cover expenses in the DB Fund until revenues for the Highway Department are received. Upon receipt the loan will be repaid.

RESOLUTION NO. 252-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to loan \$65,000 from B Fund to DB Fund and upon receipt of Highway Department revenues the loan will be repaid.

Motion carried: Aye 5 Nay 0

INCREASE FOR ELECTION INSPECTOR PAY

A letter was received from the Monroe County Board of Elections stating that the Monroe County Legislature has approved the following pay increases for election inspectors:

- Inspector Pay \$10.00 per hour
- Inspector Training (if they work the General Election) \$25.00
- Chairperson Pay \$20.00 per Election

This is a increase to what the Town Board approved at the organizational meeting in January 2006. The Town will be reimbursed by the Board of Election for these expenses.

RESOLUTION NO. 253 -2006 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to increase the Inspector pay hourly rate to \$10.00 per hour, the reimbursement for Inspector training to \$25.00 (paid if they work the General Election) and the reimbursement for Chairperson pay at \$20.00 per election.

Motion carried: Aye 5 Nay 0

PETTY CASH FUND INCREASE

The Town Clerk has requested an increase of \$200.00 to the existing \$140.00 to fund an additional cash drawer and provide change during tax collection periods.

RESOLUTION NO. 254-2006 Motion by Councilman Smith, seconded by Councilman Carmestro, to increase the Town Clerk / Receiver of Taxes Petty Cash Fund by \$200.00 bringing it to a total of \$340.00.

Motion carried: Aye 5 Nay 0

PHONE SYSTEM – TOWN HALL and HIGHWAY GARAGE

Finance Director, Mary Gavigan, submitted three quotes for a new phone system for the Town Hall and recommends Matrix. Matrix was used for the Library and Recreation Departments phone system updates this past year. The quotes are as follows:

- Matrix Communications Group \$7,400.00
- Advance 2000 Technology Services \$9,629.00
- TDS Telcom \$14,588.79

In addition, she provided a quote to switch over the Highway Department to Matrix for \$2,350.00 that includes all new cabling. An Optional 8 port voice mail system installed at initial installation would be an additional \$1350.00 for the Town Hall and an optional 2 port integrated voice mail system installed at initial installation would be an additional \$1300.00 for the Highway garage.

It was also noted that the age of the system and a recent lightning strike has left the system in need of repairs and that parts are not readily available. There was discussion about maintenance and what provisions should be taken for future lightning strikes.

RESOLUTION NO. 255-2006 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn, to authorize the purchase of the quoted Matrix phone system of \$7,400.00 and to include the 8 port voice mail system for \$1350.00 for the Parma Town Hall and to authorize the purchase of the quoted Matrix phone system of \$2,350.00 and to include the 2 port voice mail system for \$1,300.00 for the Highway Department.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

BUTTONWOOD FARMS

Information has just been received from Jack Barton regarding Buttonwood Farms and will put on a future agenda.

SCAN AND STORE

This presentation will be moved to the agenda for September 19, 2006 meeting.

LAKE ONTARIO COSTAL INITIATIVE

Stephen Lewandowski of the Lake Ontario Costal Initiative (LOCI), presented information on the purpose of LOCI, explained the grants program, encouraged the Town's future participation and enlisted our assistance for the program's continuation. Mr. Lewandowski provided a questionnaire regarding water quality issues. This will also be provided to the Conservation Committee.

LIAISON REPORTS

**Councilman Smith reported that he has distributed the CD created for shared field usage to the Recreation Director, Parks Foreman and the Town Clerk for review. The Special Police have lost one member. Currently they have two new recruits in training.

**Councilman Carmestro reported that there was no Recreation meeting last month. Art Fritz continues to address code enforcement issues. The Fire Department continues in the initial stages of purchase for new location with St. Leo's Church. He will be contacting the Supervisor to set up the date for the mass destruction drill.

**Councilman Reinschmidt had no report for his assignments but wanted to make the Board aware of dumping that is occurring on Peck Road at the Breman Development site. A stop work order has been issued but dumping has continued. It was felt that pictures should be taken before it gets covered up.

**Councilman Blackburn had nothing to report.

**Supervisor Lemcke reported Ron "Dutch" Williams has passed away. He served with the North Greece Fire Department for forty four years and Commissioner for a good number of those years. As such he served a portion of the Town of Parma and his service is greatly appreciated.

APPOINT DONNA K. CURRY TAX RECEIVER

RESOLUTION NO. 256-2006 Motion by Supervisor Lemcke, seconded by Councilman Reinschmidt, to appoint Donna K. Curry to serve as Tax Collector for the remainder of the year 2006.

Motion carried: Aye 5 Nay 0

RECOGNITION - CAROL A. KLUTH

The Town Board wishes to recognize Carol A. Kluth for judiciously serving the Town of Parma as Town Clerk and Receiver of Taxes for over eight years. Her dedication has been an asset to the Town.

Mr. Rittler asked to speak again. He questioned why Supervisor Lemcke did not abstain from voting on payment of a second invoice submitted for payment at the July 18, 2006 Town Board meeting. Supervisor Lemcke responded that if that was the case it was an oversight and normally he does not vote. Mr. Rittler also asked if there was an Ethics Board for the Town of Parma. Supervisor Lemcke responded that there has not been an active committee and if there was one in the past that it is inactive or disbanded. In addition, Supervisor Lemcke mentioned another FOIL request made by Mr. Rittler and indicated that a response would be forthcoming from the Town Clerk.

There being no further business brought before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 9:30 p.m., seconded by Councilman Smith and all were in favor.

Respectively submitted,

Donna K. Curry
Parma Town Clerk