

Parma Town Board meeting held on Tuesday, February 19, 2008 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	James Smith
Highway Supt.	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler
Absent:	
Councilman	Carm Carmestro
Councilman	Gary Comardo

OTHERS IN ATTENDANCE

Gene DeMeyer, L. Strauss, JoAnn Kruiuzenga, Rosemary Childs, Kathryn Lemcke, Jim Zollweg, Deb Beauvais, Laurie Crawford, Russell Wood and other members of the public.

CALL TO ORDER

Supervisor Lemcke 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 Lemcke noted emergency exit procedures. It was noted that the meeting is being digitally recorded.

PUBLIC FORUM

Supervisor Lemcke asked if anyone present would like to address the Town Board on any topic not on the agenda. There was no response.

PUBLIC HEARING CONTINUED - UNION FACT FINDER REPORT

Supervisor Lemcke noted that negotiations continue between Unite and the Town and that he had spoken to the Town's representative earlier today. It was hoped that there would be something for the Town Board by the March 4th meeting.

MINUTES – FEBRUARY 5, 2008

RESOLUTION NO. 58-2008 Motion by Councilman Smith, seconded by Councilman Blackburn, to amend Resolution 53-2008 from *an amount not to exceed \$4000* to read *an amount not to exceed \$4500*.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 59-2008 Motion by Supervisor Lemcke, seconded by Councilman Blackburn, to approve the Minutes of the February 5, 2008 meeting.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

TOWN CLERK'S REPORT

The Town Clerk reported that the Franchise Renewal Application has been received from Time Warner Cable.

There will be a Passport Night March 6, 2008 at the Town Hall from 6:00 p.m. to 8:00 p.m. The Town Clerk's office received several requests after a recent Passport Sunday at the Hilton Post Office which turned people away. County Legislator Yolevich's assistance is appreciated in setting this up with the Monroe County Clerk's Office.

A copy of the Spencerport Fire Hall is available for viewing. Tom Freido, Chairman of the Spencerport Fire Commission, provided a copy for the convenience of Parma residents who are part of that fire district.

The Town Clerk's office will be a drop off location for "Cell Phones for Soldiers". Assemblyman Hawley is sponsoring this program and more information will be forthcoming.

The Town Clerk was contacted by Lori Bajorek from the Bajorek Agency. She was referred to the Town Clerk by Judge Malley regarding a 4-hour driver improvement class. Attendance is through court referral only. Ms. Bajorek explained the program, requested space in the Town Hall to hold the referral class and answered questions for the Town Board. No action was taken. The Town Board would like the opportunity for the entire Board to review and to seek input from Judge Malley.

The Hilton Rotary has requested to use the area immediately surrounding the Town Hall for their Annual Easter Egg Hunt at 9:00 a.m. on March 22, 2008. There was no objection.

HIGHWAY DEPARTMENT REPORT

Supt. Speer indicated that there may be a problem with availability of salt in the near future. He noted that we still have 300 tons of salt that has been ordered but not received and that the salt shed is full.

BUILDING DEPARTMENT REPORT

SCHEDULE PUBLIC HEARING - STORMWATER ORDINANCES

Jack Barton reported he has received the referral from Monroe County Department of Planning and Development for the Stormwater Ordinances. Their feedback included minor revisions. Mr. Barton explained that this process will bring the enforcement down from the state level to the local level.

RESOLUTION NO. 60-2008 Motion by Supervisor Lemcke, seconded by Councilman Smith, to advertise for a public hearing to be held on April 1, 2008 at 6:30 p.m. regarding the Illicit Discharge Connection Stormwater Ordinance, the Construction Stormwater Pollution Prevention and Erosion and Sediment Control Ordinance, and the Design and Management of Post Construction Stormwater Pollution Prevention Measures Ordinance.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

Mr. Barton reported that two properties have been posted for no occupancy. The first being 5034 Ridge Road West and the second being 1761 Hilton Parma Corners Road.

The department is also reviewing older projects and will be sending a notice to Lowery Auto which has not met the original conditions set forth when the property was rezoned.

There was discussion on the repairs needed at the Highway garage per the PESCH citation. Supt. Speer has received a proposal from LaBella Associates for a lump sum fee of \$7,000 which had been provided to the Town Board. Councilman Smith inquired why LaBella Associates was approached rather than one of the two Town Engineering firms. Supt. Speer responded that he did not think the other two firms had an architect on staff. There was discussion on the cost and what was required to be done. It was noted that the threshold for our procurement policy is \$5,000 and that requests for proposals should be sought. Supt. Speer will get additional quotes.

Mr. Barton reported that Mr. Dyminski has been to court regarding 4742 Ridge Road West, plead guilty and was fined \$10,000. There was discussion on the length of time for compliance. Mr. Barton will research whether the compliance period is thirty or ninety days and a follow up letter will be sent. If compliance is not made, the court process will be started again.

RECREATION DEPARTMENT REPORT

Mr. Fowler reported that students are off this week for February Recess and a copy of the flyer listing events was given to Town Board members. The Recreation Department Spring 2008 program brochure will be distributed to the public next week with registrations beginning March 10th.

Mr. Fowler met with Stuart Brown Associates regarding the Safe Routes to School Program application. They toured the project site and discussed a timetable for completing the application. A list of supporting data which the Town will supply for the application was provided. The application is due April 1, 2008. He expects that there will be something ready for the 2nd meeting in March.

Mr. Fowler met with a representative from Qualite Sports Lighting who provided a lighting design and cost estimate for the Town Park Field Lighting Project. Mr. Fowler also had a conversation with the regional representative from NYSOPRHP regarding application deadlines for New York State 2008 Environmental Protection Fund opportunities and has contacted Senator Robach's office.

Mr. Fowler has also presented a proposed Community Development Block Grant resolution for a Town Hall Message Center Project. The grant application requires the Town Boards acceptance of the Short Environmental Assessment Form which was completed and submitted to the County Department of Planning and Development prior to the February 15th grant application deadline. This will be reviewed later in the meeting.

Mr. Fowler also presented a packet dated February 11, 2008 containing a revised copy of the Program and Construction Cost Update for a Community Center with a Library component from De Wolff Partnership. It includes costs for a stand alone Library facility, a stand alone Community Center and a combined Library/Community Center.

Mr. Fowler submitted an information packet to justify changing a part-time position to a full-time position and requested the board discuss this at the March 4th meeting.

PARKS DEPARTMENT

Mr. Petricone was not in attendance therefore there was not report.

BUSINESS ITEMS

HILTON HEAT DRAFT AGREEMENT

Board members of the Hilton Heat Soccer Club were in attendance. Supervisor Lemcke noted that because two Town Board members were missing that there would only be discussion and reviewed the draft agreement by item. The following items were discussed:

1. It was felt the terms of the agreement should be reviewed yearly for the first year or two. After a pattern has been established, then other timeframes could be looked at.
2. It was noted that this agreement was for the soccer club only. A copy of this proposed agreement was provided to the Hilton Raiders so that they could start to work on their own. Agreements will be separate per organization not inclusive of several organizations. It was also established that priority would be given first to Recreation programs.
3. The Town will determine when field use would begin. The Soccer Club noted that they have games as early as May 15th and traditionally May 1st is a start date for practices. They also indicated that they would like to be able to set the goals up before the traditional May 1st start date. Goals are walked to the site. The Town's response was that the determination is ultimately the Town's but that input would be considered from the soccer club and consideration given to the fact that the sport is played in all kinds of conditions. Damage to fields because of practice in wet conditions does not benefit anyone. It was suggested that practices be moved to another location off the fields if conditions warrant. And that installing goals would only be limited by the conditions. Excessive damage to fields due to wet conditions would result in additional expense for repairs and should be worked into the program.
4. There was no discussion on item number 4.
5. The Town would be leaning toward an all inclusive annual fee versus per game fees. Costs are being compiled and would include such items as maintenance, seed, fertilizer, watering, septic pumping during tournaments and use of the field. There was discussion on the septic pumping. The tanks are pumped before the tournament at the Town's expense and any pumping required during the tournament and immediately after would be at the expense of the Soccer Club. It was noted that it was negotiable as it could be included in the annual fee or just billed separately.
6. The Town does not feel that \$25 is enough per field if the Parks Dept were to do field striping. . The staff is not comfortable with doing this even though there is a field stripping machine there are no corner markers on the soccer fields. There was discussion on locating corner markers. The possibility was not completely ruled out but it was felt that the fee was not high enough for what was to be done.
7. The maintenance of the fields would be the all inclusive responsibility of the Town.
8. There was discussion on the lock at the Parma Center Road entrance. The town agreed to set up a double lock system for the Soccer Club and the Hilton Raiders. The Soccer Club also noted that the gates have to be opened earlier on the tournament weekend.
9. There was no discussion on item number 9.
10. The Soccer Club noted that the goals were dismantled last year for storage. It has come to their attention that some parts are missing and the club has the additional work of putting them back together this spring. They would like to leave the goals intact, slide and chain them together and store outside in an out of the way spot.
11. It was agreed that there would only be one tournament.
12. It was noted that the Soccer Club, Hilton Raiders and the Lacrosse Club (during their tournament) use the concession stand and that storage is only for the two organizations. There was discussion that the building belongs to the Town and it is the Town's prerogative to determine its use. It was determined that the electric use is minimal and it is not metered separately. The Town is responsible for structural repairs and normal maintenance of the building but if any damage was

caused by either of the groups it would be the responsibility of the group to incur the cost to fix.

13-15. There was no specific discussion.

There was additional discussion on tryouts which are held the first and second week in August; the regular season ends the end of July/first of August and that the club practices into the fall. It was also agreed that in addition to the Soccer Club's youth teams there is a men's and women's team that are scheduled by the club and would fall under the parameters of this agreement.

Supervisor Lemcke will be in contact with the Kathy Lemcke to make the indicated changes so that a revised copy can be presented at the next meeting. There was additional discussion on field striping. It was noted that additional consideration might be given to having the Town do the striping if the fields were set up initially by the club and then painted by the Town. The fee would have to be addressed.

FAIRFIELD PLACE

Supervisor Lemcke reviewed a letter received from Passero Associates. They are the engineers for Fairfield Place and are ready to start the review process and are working with the Town of Greece on the out of district sewer agreement. The first item addressed was a request to meet with the Town Engineer to introduce the Fairfield Project, discuss the design issues established with Larsen Engineers, and how the new design addresses these issues. The second item requests that the Town prepare a Preliminary and Final Engineering Review budget for the project. The third was to review the Town's Site Plan review fee at each stage of the project, concept, preliminary and final. In addition, there is a \$5,000 Town application fee. They asked that the Town consider limiting the application fee to \$5,000 and the Consultant's fee to \$5,000 through final approval phase one. They also reported on the current status of the project.

The Town Board discussed the requests. They agreed with the first and second request and wanted to wait until after the meeting with the Town Engineer determines their costs before deciding on the third request.

TIME WARNER CABLE – 2008 TAX PAYMENT

Time Warner Cable submitted payments for the 2008 Town & County Tax bills with a deduction for the Town's portion of the bill. Supervisor Lemcke has provided a letter to the Receiver of Taxes authorizing acceptance of the check from Time Warner Cable and is requesting payment of the difference of \$616.45.

RESOLUTION NO. 61-2008 Motion by Councilman Smith, seconded by Councilman Blackburn, to accept \$3,804.25 from Time Warner Cable and pay \$616.45 from the Town of Parma for the full payment of the 2008 Town & County tax bills for Time Warner Cable.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

DUNBAR ROAD EAST SEWERS

The Finance Director has requested that the funds be reallocated for the completion of Form E which must be filed with Rural Development for the Dunbar Road East Sewer District.

RESOLUTION NO. 62-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to transfer \$2,710.00 from the Contingency line to the Miscellaneous line in the amount of \$210.00 for Monroe County Health

and to the Fiscal Coordination line in the amount of \$2,500.00 for Fiscal Advisors.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
 Councilman Gary Comardo

BUDGET TRANSFERS

TRANSFERS TO BUDGET			Feb-08			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
	B SURPLUS	23074.76	DB5130.200	HIGHWAY MACHINERY	23074.76	GAVIGAN
	A SURPLUS	19427.88	A8989.600	COMIDA TAX BILLS	19427.88	GAVIGAN
	DA SURPLUS	6,395.00	DA5142.200	EQUIPMENT	6,395.00	GAVIGAN
	A SURPLUS	24,500.00	A1355.450	CONTRACTED SERVICES	24,500.00	GAVIGAN

RESOLUTION NO. 63-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve the Budget Transfers as submitted.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
 Councilman Gary Comardo

MISCELLANEOUS

2008 COMMUNITY DEVELOPMENT GRANT (CDBG) APPLICATION

RESOLUTION NO. 64-2008 Motion by Councilman Smith, seconded by Councilman Blackburn,

WHEREAS, the COUNTY has entered into an Agreement with the United States of America, Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program, and

WHEREAS, The Town of Parma desires to enter into contract for partial CDBG funding for the specified Town Hall Message Center Project.

NOW THEREFORE, The Town has reviewed and approved the completed State Environmental Quality Review Assessment form concerning the proposed project.

AND FURTHERMORE, The Parma Town Board understands and accepts all regulations associated with this funding source and wishes to support application to The Monroe County Department of Planning and Development for partial financial assistance of the Town Hall Message Center Project

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
 Councilman Gary Comardo

TOWN HALL MESSAGE CENTER PROJECT – SHORT ENVIRONMENTAL QUALITY REVIEW ASSESSMENT

Supervisor Lemcke reviewed the Short Environmental Quality Review Assessment form for the Town Hall Message Center Project.

RESOLUTION NO. 65-2008 Motion by Supervisor Lemcke, seconded by Councilman Smith, for a negative declaration for the Short Environmental Quality Review Assessment form for the Town Hall Message Center Project.

Motion carried: Aye 3 Nay 0

Absent: Councilman Carm Carmestro
Councilman Gary Comardo

INFORMATIONAL ITEMS

NEW YORK STATE RETIREMENT - SUPERVISOR

Supervisor Lemcke has submitted a letter regarding service credits he has accrued as Supervisor with the New York State Retirement system. He would like the Town Board to consider a resolution at the next Town Board meeting to change the service credit from .30 to .50 retro active to 1992. As a Tier 4 member, there would be no financial consequences to the Town.

POTENTIAL POSITION - RECREATION

Mr. Fowler reviewed his proposal for the creation of a full time salaried Office Manager position which would be civil service competitive. The need became apparent after the retirement of a part time staffer and resignation of that person's replacement. Mr. Fowler provided extensive documentation for this request. This will be reviewed again at the next meeting when the absent Board members are in attendance.

MISCELLANEOUS - CONTINUED

APPLIED RESEARCH SURVEY – LIBRARY/COMMUNITY CENTER

Supervisor Lemcke reported that the individual doing the applied research grant will update the Town Board at the next meeting. He estimated \$750 in expenses for the mailing and online components of the survey. There was discussion on seeing the survey before it goes out, the need for another survey, and the software tool for the online component of the survey.

RESOLUTION NO. 66-2008 Motion by Supervisor Lemcke, seconded by Councilman Smith, to approve an amount not to exceed \$750 for postage and a software subscription for the applied research survey regarding the proposed Library/Community Center project with funding to come from A Surplus.

Motion carried: Aye 3 Nay 0

Absent: Councilman Carm Carmestro
Councilman Gary Comardo

WARRANTS

RESOLUTION NO. 67-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the A Fund, General Fund bills, in the amount of \$43,554.98.

Motion carried: Aye 3 Nay 0

Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 68-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the B Fund, Part Town Bills, in the amount of \$14,300.13

Motion carried: Aye 3 Nay 0

Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 69-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the DA Fund, Highway Town Wide bills, in the amount of \$57,219.73.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 70-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the DB Fund, Highway-Outside bills, in the amount of \$30,055.45.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 71-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the SP Fund, West Avenue Sewer, in the amount of \$1,110.00.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

RESOLUTION NO. 72-2008 Motion by Councilman Blackburn, seconded by Councilman Smith, to approve payment of the T Fund for Trust and Agency bills, in the amount of \$1,315,659.92.

It was noted that this resolution is making the tax payment owed to the three fire districts within the Town.

Motion carried: Aye 3 Nay 0 Absent: Councilman Carm Carmestro
Councilman Gary Comardo

LIAISON REPORTS

**Councilman Smith would like to attend a legislative seminar in Albany sponsored by Assemblyman Hawley. A response is needed by March 7th. It was felt that funding could be found for attendance.

Councilman Smith reported that he has sought input from Bob Prince on the Safety Coordinator job description. He will review that information and it will be provided to Jim Volkmar as a candidate for the position and for posting if determined that it should be.

**Supervisor Lemcke reported that the rewrite for the Fire Protection Standards should be ready for the next meeting.

**Councilman Blackburn reported that had put a letter from the Village in their mailboxes regarding location recommendations. When asked if this was confidential, Councilman Blackburn stated that he understood it to be confidential.

Councilman Blackburn attended a meeting called by Village Trustee Joe Lee which included Steve Fowler, Mayor Gursslin, and Trustee Lee to discuss communication issues concerning certain projects with the scope of the Town and Village Board.

MISCELLANEOUS - CONTINUED

FAIRFIELD PLACE - CONTINUED

Jack Barton asked the Town Board consider the great amount of time that the Planning Board and the Building Department have and will spend on the Fairfield Place

development when considering the request to limit the application fee for this project. It was noted that the fee is \$100 per unit and covers all the time spent from concept through preliminary to final reviews. Typically, most of the fee goes to the engineer and the town does not receive anything.

There being no further business before the Town Board, Councilman Smith made a motion to adjourn the meeting at 7:55 p.m., seconded by Councilman Blackburn and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk