

Parma Town Board meeting held on Tuesday, September 2, 2008 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

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

OTHERS IN ATTENDANCE

Gene DeMeyer, Susan McKinney, John Chart, Steve Speer, Don Lewis of Schultz Associates, Bob Prince, Jim Zollweg and other unidentified individuals.

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. He noted emergency exit procedures and that the meeting was being recorded.

PLANNED DEVELOPMENT – SENIOR RESIDENTIAL (PD-SR)

Supervisor Lemcke opened this portion of the meeting and noted that Barb Johnston, the consultant from Stuart Brown Associates, was in attendance. The Town Board reviewed the draft wording for the Planned Development - Senior Residential (PD-SR) zoning type. Changes were noted and discussed. Ms. Johnston will compile the changes and present them back to the Town Board. It was noted that after these changes are made and the document is finalized the next step will be preparation of the environmental review before scheduling a public hearing. A revised copy will be available to the public for review.

PUBLIC FORUM

Supervisor Lemcke acknowledged a representative from Channel 10. The reporter indicated she was doing a story on the soccer field proposal. Supervisor Lemcke noted that no official proposal has come before the Town Board or the Zoning Board. The reporter indicated she would like to speak with the Supervisor after the meeting.

Supervisor Lemcke 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.

Councilman Smith entered the meeting at 7:00 p.m. after returning from the Village Board meeting.

MINUTES – AUGUST 19, 2008

RESOLUTION NO. 222-2008 Motion by Councilman Comardo, seconded by Councilman Blackburn, to accept the Minutes of the August 19, 2008 meeting.

Motion carried: Aye 4 Nay 0 Abstain Councilman Smith

TOWN CLERK REPORT

The Town Clerk Monthly Report and the VFW Summary Report for August have been submitted. The Town has received a copy of a letter regarding the contract for the 2007-2008 Shared Municipal Service Program Contract which is part of the Clarkson, Hamlin, Parma and Sweden Highway Partnership Program.

Hilton Education Foundation has requested the Town Board offer a pavilion rental at no charge for a Silent Auction to be held in February 2009. There was no objection.

A letter addressed to the Parma Town Board was received by the Town Clerk from John Chart. He requested acknowledgment of receipt of the petition he submitted at the last Town Board meeting and that this information be posted on the website. Supervisor Lemcke noted receipt of the petition was acknowledged in the minutes of the meeting where presented and that the minutes are posted on the website. In particular Mr. Chart wanted the reason for the petition noted.

The renter of a pavilion on Labor Day has requested a refund. When they arrived another party was using the pavilion and refused to move to another pavilion. There was discussion on coverage by park staff that day. The Town Board was in agreement to refund the rental fee.

A thank you note was received from the Gazebo Band for use of a pavilion for their annual end of the year picnic.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported the work they have been doing for the school district is completed. They have one more County project on Ling Road in Greece and town roadwork left to do.

Supt. Speer requested that the 1988 Ford 6 Wheeler and 1985 Mack 6 Wheeler be sold at the Monroe County Municipal Equipment Auction in October.

RESOLUTION NO. 223-2008 Motion by Councilman Blackburn, seconded by Councilman Comardo, to authorize the Highway Superintendent to take the 1988 Ford 6 Wheeler and the 1985 Mack 6 Wheeler to the Monroe County Municipal Equipment Auction to be held on October 4, 2008.

Motion carried: Aye 5 Nay 0

BUILDING DEPARTMENT REPORT

Mr. Barton was not in attendance. It was noted the Building report for August has been completed. Mr. Barton asked the Town Clerk to note that he is looking for the Town Board to advise on how to handle lack of attendance for members of boards. Supervisor Lemcke stated this would be addressed at the organizational meeting.

RECREATION DEPARTMENT REPORT

Mr. Fowler reported the recreation brochure is out to the public and is sporting a new look. Registrations begin September 8th. A synopsis packet for this year's summer recreation program has been provided. There was a 16% increase in the playground program and a 22% increase in the Before and After Resource Program (BEAR) compared to last year. This was an average of 200 youth per week for each of the 6 weeks in the Jr. and Sr. playground programs and 73 youth in the BEAR program. This resulted in \$12,814 in increased revenue compared to 2007.

The 2008 Recreation Department Matrix of Program Opportunities was provided. This report lists the programs offered by the department this year, the facilities utilized, the number of volunteers within each program and the total volunteer hours. There were 359 programs offered in 2008; of these 48% were offered at the Village Community Center and 20% at Hilton Central School District facilities. 73% are run within the Village of Hilton boundaries. There were 391 volunteers and 7,831 hours contributed to assisting with these programs.

PARKS DEPARTMENT

The Park Foreman reported the needed improvements have been completed to the cross country trails. He has purchased lumber for the last bridge replacement. He is seeking bids for sealing the pathways this year and prices for sealing the parking lots for the Town Hall, Historical Building and VFW for next year. They have started some work for the lighting project.

BICENTENNIAL COMMITTEE

The subcommittee for the Antique Show would like to place signs in the Town to advertise the Antique Show which will be held on November 1st and 2nd. This will be a non profit generating event. The Town Board agreed to allow the signs with the stipulation that the placement follow the 15 foot setback requirements and that they contact the Village to be in compliance with their regulations. There will be a presence at the Apple Fest and St. Paul's German Bazaar.

BUSINESS ITEMS

PROPOSAL FOR SERVICE – STUART BROWN ASSOCIATES TOWN PARK FIELD LIGHTING AND IMPROVEMENT PROJECT GRANT

Mr. Fowler requested the Town Board enter into an agreement for the services of Stuart Brown Associates to prepare the associated paperwork for the Town Park Field Lighting and Improvement Project Grant. This would total \$5,000 to be made in five equal installments as the work is completed and would take us through the entire process.

RESOLUTION NO. 224-2008 Motion by Councilman Carmestro, seconded by Councilman Smith, to approve entering into a service agreement with Stuart Brown Associates in the amount of \$5,000 for service regarding the Town Hall Park Lighting Project.

Motion carried: Aye 5 Nay 0

HEALTH CARE COVERAGE – NEW HIRES

There was discussion on changing the health care benefit for new hires only. Information was provided on the current cost and the proposed amount based on the current insurance rates. Currently the Town pays \$ 775.50 for a family plan and \$ \$346.50 for a single plan. Under the new proposal the Town would pay \$490.83 for a family and \$185.23 for a single plan. The new proposal would be for the Town to pay 50% of the cost for the plan selected. Supervisor Lemcke estimated the contribution for an HSA should that plan be approved in the future. It would be less than what current employees would receive.

RESOLUTION NO. 225-2008 Motion by Councilman Comardo, seconded by Supervisor Lemcke, to change the health care benefit provided to new hires to 50% of the health care cost the Town pays for a Single or Family plan.

Motion carried: Aye 5 Nay 0

CHARGE CARD SERVICES

There was discussion on further options available for accepting credit and debit card services. M&T is now offering an option to provide card services allowing for a convenience fee. There was discussion on absorbing the charge or charging a convenience fee. The Recreation department has the ability to adjust program fees whereas the Clerk's office cannot for many purchases. The convenience fee would be an additional charge to the customer for the use of card services and defray the cost to the Town of providing the service. There was discussion on how to calculate the charge. A graduated scale was agreed upon with a flat 3% charge for all purchases \$500 and over. This will be subject to periodic review to determine if it is covering the cost to the Town. There was discussion on refunds. The Town Clerk noted that the convenience fee should not be refunded because the bank will not be returning the fee to the Town and an additional charge will be incurred for the refund transaction. This service will not be initiated until later in the fall.

RESOLUTION NO. 226-2008 Motion by Councilman Comardo, seconded by Councilman Smith, to enter into agreement for bank card services with M&T Bank.

Motion carried: Aye 4 Nay 1 Voting Nay Councilman Carmestro

APPLEWOOD MEADOW DEVELOPMENT - REQUEST FOR REZONING

An application has been received to rezone the Applewood Meadows project at 635 Wilder Road from High Density Residential to Townhouse Residential. A concept plan has been proposed by the Bishop Sheen Housing Foundation for a senior living facility on the property owned by St. George Episcopal Church. It was noted this will be an unlisted action under SEQR and an environmental review will be done.

RESOLUTION NO. 227-2008 Motion by Councilman Smith, seconded by Councilman Blackburn, to hold a public hearing on October 7, 2008 at 6:30 p.m. at the Parma Town Hall for the request to rezone the property owned by St. George Episcopal Church at 635 Wilder Road from High Density Residential to Townhouse Residential.

Motion carried: Aye 5 Nay 0

MISCELLANEOUS

ABOVE GROUND LIQUID FUEL STORAGE TANKS

Supervisor Lemcke reported he was contacted again regarding above ground fuel storage tanks. There was discussion on changing the wording from not allowed to allowed in conformance with NFPA Standards of Fire and Building Code of NYS and NYS DEC regulations.

Mr. Prince was asked to provide the paperwork which had been started previously so this can be finished. It was noted that a no see no tell policy should be addressed as well as residential placement and set back requirements.

MISCELLANEOUS CORRESPONDENCE

A memo was received from Jack Barton clarifying if there was a process to add a special permitted use with regard to the PD-SR proposed zoning. A letter was received from the Dormitory Authority of the State of New York informing the Town that they will be administering the \$250,000 grant received from the NYS Economic Development Capital Assistance Program (NYEDCP) Town Park Field Lighting and Improvement Project. A thank you note was also received from the Hilton Parma Senior Citizens thanking the Town Board for all the services provided. It was signed by seniors who participate in programs.

INFORMATIONAL ITEMS

INTERMUNICIPAL AGREEMENT

A proposed inter-municipal agreement for the use of equipment, supplies and services between the Town of Parma and the Village of Hilton from 1999 was discussed. A version was approved by the Village at that time and sent to the Town. Revisions were made and that version was approved by the Town and sent back to the Village but no further action was taken. The Town Board reviewed the revised document during the current meeting and no other changes were made. This copy will be sent to the Village.

FARMLAND AND OPEN SPACE PRESERVATION COMMITTEE

Supervisor Lemcke reported he had not heard back from Scott Copey of the Farmland and Open Space Preservation Committee regarding the possibility of applying for a grant during the upcoming cycle and the associated costs. Councilman Blackburn inquired if this committee was keeping minutes. He would like to see regular updates from the committee whether oral or written.

LIAISON REPORTS

**Councilman Smith reported he was at the Village meeting with members of the Special Police to discuss miscommunications regarding the department. He asked if they have a list of complaints that they forward them to him. He also FOILED the complaints referred to previously in a newspaper article. It seems the Village has received the negative feedback and Councilman Smith has had only positive feedback from Village businesses in particular. A member of the Special Police provided information on some of the services she performs and this helped to clarify some of the issues. Issues were ironed out for Apple Fest. The Chief will be out of town that weekend and will need to arrange for the appropriate manpower.

Councilman Smith suggested future consideration be given to the size of the department. Councilman Smith reported there was a general dialogue with some of it being to agree to disagree and some of it being to get together and move forward. In particular, he thought the Village was more enthusiastic to getting bike patrols reinstated. There was a representative from the Fire Department to convey their concerns and Captain Bergman and a Deputy from the Monroe County Sheriff's Department was there to share their praise and concerns. Councilman Smith indicated that at some point there needs to be a direct chain of command with accountability to the Town Board. They agreed that incidents in the Village should be shared with them. Trustee Speer is the liaison from the Village. A more active role by all parties seems to be in order. Councilman Smith felt that the goal should be for the Town Board to generate expectations for the Special Police since we have not provided them with guidance.

**Councilman Comardo reported there had been no Planning Board meeting since we last met and had nothing specific to report from the Parks Department.

**Councilman Carmestro had no report.

**Councilman Blackburn had no report.

MISCELLANEOUS

OTHER

Councilman Carmestro inquired as to the status of a vacation pay issue with a Highway employee. There was discussion on the change after the renegotiation of the union contract and how that affected employees.

Steve Fowler reported he has met with Brian Speer and Joe Petricone to lay out the construction schedule for the Town Park Lighting and Improvement Project. They have

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marked out the batting cage facility and the softball diamond. A quote was solicited from NYS Fence for field fencing and the materials needed for the infield have been determined. A construction schedule has also been established.

There being no further business brought before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 8:25, seconded by Councilman Blackburn and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk