

Parma Town Board meeting held on Tuesday, August 4, 2009 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Richard Lemcke
Councilman	Carm Carmestro
Councilman	James Smith
Councilman	Gary Comardo
Councilman	James Roose
Highway Superintendent	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler

OTHERS IN ATTENDANCE

Mike Weldon, Carol Kluth, Tom Bertrand, Gene DeMeyer, Helen Ives, Pat Buskey,
Larry Gurslin, Paul Mance, and other members of the public.

CALL TO ORDER

Supervisor Lemcke called the meeting to order at 6:30 p.m. Those present participated in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Lemcke noted emergency exit procedures.

PUBLIC FORUM

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 were none.

MINUTES – JULY 21, 2009

RESOLUTION NO. 178-2009 Motion by Councilman Comardo, seconded by Councilman Smith, to accept the Minutes of the July 21, 2009 meeting as submitted.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk and VFW Summary reports have been submitted for the month of July. Two notices were received from NYS Department of Transportation for Designation of Restricted Highways on Route 104 between Manitou and Route 259 and for Guide Rail Replacement on the Lake Ontario Parkway.

The Town Clerk attended the NYS Archives sponsored workshop for developing Records Management Policies and Procedures on July 22, 2009. A policy is being drafted based on information provided during the workshop. Feedback will be sought from department heads regarding the records they are maintaining, retention per SARA guidelines which were adopted in 1981 and authorization for destruction of records.

Carol Ann Zurick has retired effective July 31, 2009. Her pleasant demeanor and customer service skills will be missed by the department. An ongoing review and reevaluation of processes has been done to identify how this department can provide services with reduced staff. It was determined that further discussion should be held in

executive session as the discussion would concern the employment history of particular employees.

A letter was received from Jessylyn Zarpentine explaining that she is organizing a project called Helmets for Heroes which would provide a helmet for all police officers in the United States.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported the department has been very busy completing school and county work. The vendor for road work on the west end of Huffer Road came last Thursday and Friday. They were not expected until August 10th.

The jointly purchased sweeper has arrived and is at the Town of Clarkson. The Town of Clarkson will pay for it and we will pay the Town of Clarkson for our quarter. The Town of Parma will be reimbursed for our portion of the State grant.

Collamer and Hill Roads Bridge Replacement Projects

Supt. Speer has met with Monroe County, project managers for our bridge replacement projects, to determine engineers for each project. An engineer has been chosen for replacement of the two bridges on Hill Road in 2011 and a second engineer for the Collamer Road bridge replacement in 2012. The names of the chosen engineers have not been made public until the entities have been notified.

The total of the two agreements is \$675,000 and the Town will owe \$135,000 after the federal grant aid. It is expected this amount will be reduced another \$7,000 after Marchiselli Aid is applied. Brian Sherman explained to Supt. Speer that eligible requests will be made next March to the State for the Marchiselli Aid and we could expect to get it back sometime in June. There was discussion on whether the resolutions approving the agreements needed to be changed to reflect specifically where the Town's portion was appropriated. Supt. Speer did not feel that this was necessary and noted that he had spoken with the state.

Supt. Speer conveyed, on behalf of Don Stilson Museum Curator, that the Historical Society has obtained a horse drawn grader which is believed to have been used by the Town of Parma. The Historical Society would like to display it outside at the museum. Mr. Stilson will be working with the Parks Department on where it will be placed.

CHANGE RESOLUTION NO. 155-2009 – NEW YORK SNOW AND ICE

The State has requested that the wording for the resolution approving the reimbursement change state season and not contract.

RESOLUTION NO. 179-2009 Motion by Councilman Smith, seconded by Councilman Comardo, to change the wording of Resolution 155-2009 from contract to season.

Motion carried: Aye 5 Nay 0

Supervisor Lemcke inquired about the status of Highway Department reports. Supt. Speer indicated he has been busy working on the budget.

BUILDING DEPARTMENT REPORT

The Building Department report for July has been submitted.

NATIONAL FLOOD INSURANCE

Acknowledgement and follow-up feedback was received from the New York State Department of Environmental Conservation after the community assistance visit which went very well.

NORTHWEST AGRICULTURAL DISTRICT

Mr. Barton reported he has received an updated map for Monroe County Agricultural District 5. It reflects the addition of 226 acres of land in the agricultural district for Parma. There were no parcels removed. The updated report from Monroe County makes recommendations that would address some current conflicts for agriculture. Mr. Barton used horse boarding as an example. It is now considered an agricultural use.

ABOVE GROUND FUEL STORAGE TANKS

Mr. Barton noted that there has been increased activity regarding above ground fuel storage tanks and there is a current installation that will not meet the code. The Town's Fire Code does not allow above ground fuel storage tanks. Information was provided over a year ago and as Mr. Barton recalled the Town Board had to decide what zoning districts they would be allowed in. The Fire Marshall had suggested the Town use the National Fire Protection Association guidelines which are national guidelines. Supervisor Lemcke asked for copies of the guidelines for the next meeting so there can be further discussion.

RECREATION DEPARTMENT REPORT

The Monroe County Public School Athletic Conference has contacted the Town to secure dates for cross country races. The dates will be Tuesdays 9/29, 10/6 and 10/27 starting at 3:00 pm and ending approximately at 6:45 pm.

Mr. Fowler reported minor vandalism to the portable stage which will be taken care of in the near future. He also noted that the department will host an intern from SUNY Brockport starting in late August through early December. The fall brochure is scheduled to go to the printers on August 21, 2009. Copies of the informational packets for the upcoming Camping Jamboree, including an evaluation form, were provided to the Town Board.

Mr. Fowler reported the department is looking into funding from the New York State Energy Research and Development Authority (NYSERDA) to light the two large parking areas located by the multipurpose fields with a solar lighting system. They are working with a local company, Solar Lighting Solutions, for a preliminary design and project costs. Mr. Fowler has also communicated with representatives from NYSERDA and Brown Associates. It is anticipated that 100% of the project costs could be covered by the State Energy program.

Mr. Fowler and Jim Zollweg, Chairman of the Recreation Commission, met with Scott Page of Full Moon Vista about the fall Cyclocross event. The grounds were toured and specific concerns regarding availability, liability and safety were addressed. The date was changed from September 27th to October 4th and the layout and design of the course will meet with the Town's approval.

Mr. Fowler has been in touch with Senator Robach's office and the Dormitory Authority regarding the Field Lighting Project at Town Hall Park. They have told him that capital projects from last year are beginning to be placed back in to the system. This project is still on the list of those that are still interested in moving forward to completion.

PARKS DEPARTMENT

Mr. Petricone reported there may have to be restricted parking during Parma Fest and that steps have been taken to facilitate drainage. Discussion focused on parking and where vendors, campers and RV's would be placed.

The new skate ramps will not be in place before this weekend. There was discussion on the existing ramps being taken down and having a sign put up to explain the transition.

BICENTENNIAL

Displays and activities are planned at the museum, including floats from the Bicentennial parade. A proclamation will be presented from County Legislator Richard Yolevich.

BUSINESS ITEMS

OTETIANA COUNCIL BOY SCOUTS – PAVILION REQUEST

The Otetiana Council of Boy Scouts has requested use of a pavilion for a staff kick off meeting for the upcoming year's events. It was noted that regular pavilion usage can be done directly through the Town Clerk's office as approval has already been provided for this and only large events and overnights need to be approved by the Town Board.

PREPAID REQUESTS SUMMER CELEBRATION

RESOLUTION NO. 180-2009 Motion by Councilman Comardo, seconded by Councilman Smith, to authorize the following vouchers for payment in conjunction with the 2009 summer celebration.

<u>Vendor</u>	<u>Amount</u>	<u>Account Number</u>
Dicks Sporting Goods	\$ 250.00	516.7550.490.00
Bill Drum	\$ 300.00	516.7550.490.00
Hilton Basketball	\$ 600.00	516.7550.490.00
	\$ 50.00	579.7111.490.00
Christine Roth	\$ 900.00	516.7550.490.00
Mr. Thomas Smith	\$ 400.00	516.7550.490.00
Young Explosives	\$12,000.00	516.7550.490.00
Zuperbounce	\$ 2,050.00	516.7550.490.00

Motion carried: Aye 5 Nay 0

INFORMATION ITEMS

VFW GRILL

There was discussion on whether a grill was available for placement at the VFW Lodge. Mr. Petricone indicated the Parks Department did not have any spares at this time. There was discussion on how long they last (usually two to three years). Mr. Petricone would look into finding one that can handle the level of heat and its cost.

PARKS MISSION STATEMENT

The following mission statement was provided by the Parks Department.

TOWN OF PARMA PARKS DEPARTMENT
MISSION STATEMENT

The Parma Parks Department endeavors to provide a clean, safe and well groomed facility with a diversity of activities for the delight of the community.

MISCELLANEOUS

Greece Canal Park entrance off Manitou Road – Supervisor Lemcke reported there have been requests from Parma and Ogden residents for a second entrance off Manitou Road to the Monroe. This information has been forwarded to the Monroe County Parks Department and Perrone Engineering.

Appropriating and Expensing Highway Purchases – Supervisor Lemcke reviewed the feedback provided by the Finance Director regarding highway purchases. The following items were noted:

Highway equipment purchases, pursuant to Highway Law 142, specify that the town budget and expense highway machinery and equipment purchases from the DB fund. This has been per last town audit.

Highway expenditures should be budgeted and expensed based upon the type of work performed and not by the month of the year the expenditure was incurred. This will be corrected during the 2010 budget.

Repairs and Improvements (account numbers 5110.0 & 5112.0) must be DB. Roadways only, not equipment

Bridges (5120.0) must be DA. We currently do not have this account. It will be established before any bridge work is done.

Expenditures for machinery (5130.0 and Snow & Misc. (5140.0 to 5148.00) can be DA or DB based upon the Town Board's discretion. Any decision can be changed when developing and approving the annual budget. For the past 18 years all expenditures for machinery have come out of the appropriate funds.

Budget – Supervisor Lemcke reported he has met with some department heads. All departments with the exception of the Highway Department have submitted. Supt. Speer thought it would be ready next week.

Health Care – The Town is in negotiation with the union for the Highway Department. The Town currently pays \$377,000 annually for health care. Our current plan is expected to go up 17%. This would bring the annual cost to a estimated \$416,000 for the same coverage and with the Town contributing the same amount as last year. Healthy Blue High Deductible Option 1 is being looked at as an alternate choice. It includes a high deductible catastrophic plan and would be offered with a health savings account. The estimated cost could be as low as \$300,000. Community rating would be allowed and the number of participants will not be a factor, however everyone would have to be part of the plan. There was discussion on having an employee meeting, the timeframe to set this up and the Blue Senior plan is being dropped so all the retirees/seniors will have to be changed over. It was also suggested that the Hilton Village Manager's input be sought as well. The Finance Director will set a meeting for a representative to review the new insurance option/HSA.

Employee Manuals – Not all employees have returned the signed acknowledgement papers. Follow up was requested of the Highway and Parks departments. It was also noted that Highway Department employees have not provided pictures for the Town IDs.

North Avenue Extension of Sewers and Addition of Sidewalks – Copies of the survey results were received today from the Village Clerk and have been provided to the Town Board.

LIAISON REPORTS

**Councilman Smith reported that repeat offenders for property maintenance will have their grass cut again. Work is progressing with the demolition permits at the Dyminski property. Four of the ten permits issued have come down. Additional issues related to the permits and correspondence to Mr. Dyminski were noted.

**Councilman Comardo reported there had not been a Recreation Commission meeting since the last Town Board meeting. The Special Police logged 153 hours of service during the Fireman's Carnival and an additional forty after the carnival was over.

**Councilman Carmestro thanked Mr. Fowler for the in depth report on the batting cage injury. He also reported the result of this year's carnival was probably one of the worst. He will be attending the Fire District Commission meeting tomorrow night. Regarding the Village of Hilton, he reported there has been serious vandalism at the new housing development behind Village II, that there was discussion on the former fire department property which they now own and there will be two public works department employees who will be out for medical reasons and sharing services will be looked at to assist with coverage.

** Councilman Roose reported the only item pertaining to zoning was the discussion on the definition of front and back for lakefront properties.

ADDITIONAL ITEMS

Mayor Gursslin entered the meeting. There was discussion on the creation of a sewer district for additional houses on North Avenue between Tallwood Drive and Hilton Drive. The Mayor indicated he has sent a survey to residents in the area and the Village Board favors a proposal for sidewalks for this area and if a sidewalk was installed they would plow it. Mayor Gursslin was asked to provide a copy of the actual responses to the survey. Mr. Fowler will be asked to provide construction costs. It was noted that he should have recent information based on a previous grant application for sidewalks.

It was determined that the Village will host the next joint meeting and a specific date will be forthcoming. Mayor Gursslin will be holding a State of the Village meeting and invited the Town Board to attend. A definitive date has not been set.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 181 -2009 Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to enter into Executive Session to discuss a current legal matter and to discuss the employment history of a particular employee.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 8:00 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 182 -2009 Motion by Councilman Comardo, seconded by Councilman Smith, to close the Executive Session at 8:30 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

EMPLOYEE STATUS AND RATE CHANGE

RESOLUTION NO. 183 -2009 Motion by Councilman Comardo, seconded by Councilman Smith, to make the Deputy Town Clerk Receiver of Taxes position a full time position at a rate of \$12.25 per hour.

Motion carried: Aye 4 Nay 1

Councilman Carmestro voted nay and expressed it was not personal but felt he could not approve when other departments have asked for raises and have not received.

There being no further business before the Town Board, Councilman Comardo made a motion to adjourn the meeting at 8:35 p.m., seconded by Councilman Smith and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk