

Parma Town Board meeting held on Wednesday, November 7, 2012 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

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

OTHERS IN ATTENDANCE

Finance Director Mary Gavigan, Library Director Becky Tantillo, Recreation Commissioners Dave Tresohlavy and Al Howe, Dan Zarpentine, Katie Zarpentine, Kyle Mullen, Helen Ives, and other unidentified members of the public.

CALL TO ORDER

Supervisor Carmestro called the meeting to order at 6:36 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Carmestro noted emergency exit procedures.

PUBLIC HEARING FOR ADOPTION OF 2013 BUDGET

The public hearing was opened at 6:37 p.m. Supervisor Carmestro asked if there was anyone present who would like to address the Town Board on this topic. There was no response from anyone with concerns on the budget. Supervisor Carmestro noted that it was advertised. (*Clerk notation - in the Suburban News and posted.*)

Supervisor Carmestro closed the public hearing at 6:38 p.m. and discussion followed between the Town Board members. After an inquiry from the Highway Superintendent it was confirmed that the position of Deputy Highway Superintendent (has also been referred to as Highway Forman) had been eliminated from the budget. There was discussion on which budget was being adopted. It was noted that it was the last one given to him. It was questioned whether it was on the website. The response was yes. It was noted by the Supervisor when the Highway Superintendent is out of town, he could choose whoever he wishes to act as Forman in his absence and that the Town Board was in agreement that there would be no funding for this position. Supt. Speer asked when this was discussed and the Supervisor responded that it was likely at a meeting he was not in attendance for. The Highway Superintendent felt that eliminating funding for this position would jeopardize future projects and further revenues. There was further discussion on the amount of other work available and that it is becoming less and less each year. There was discussion on the interpretation of the no layoff clause in the union agreement. Varying views and comments were expressed.

ADOPTION OF 2013 BUDGET

RESOLUTION NO. 256-2012 Motion by Councilperson Comardo, seconded by Councilperson Brown, to adopt the 2013 Town of Parma Budget and Special Districts as presented.

Councilperson Smith	Aye
Councilperson Comardo	Aye
Councilperson Roose	Nay
Councilperson Brown	Aye
Supervisor Carmestro	Aye

Motion carried.

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.

Dan Zarpentine addressed the Town Board regarding his concerns with a road project to remove shoulders and widen Pease Road. Mr. Zarpentine felt that there should have been notification to residents as to when the project would begin and that driveway edges would be inaccessible due to the milling. He felt if residents had been informed they could have parked their cars on the other side of the road or they could have left earlier or later than usual so that they could get to work. He noted one resident had to call in to work because she could not get out of her driveway and her job has been jeopardized as a result. Mr. Zarpentine felt that this will be an issue for those on Burke Lane as accessibility will be an issue when the work comes back on the opposite side of the road. There was further discussion on the millings. Mr. Zarpentine requested to have some of the millings left at his property. Mr. Zarpentine indicated he was screamed at and asked to call the Highway Garage as these millings were being hauled someplace local. He reported truckloads were removed and delivered to Homestead Concrete and that the millings were being dumped and an unknown individual was running Town equipment to spread the millings. He didn't understand why the millings were being taken farther away when there was a use for them at that road. In addition, Mr. Zarpentine has requested mulch and called the Highway Department asking to be put on the list back in the Spring. He has not received any as yet and the chipping crews have been out all the time. He felt the same practice should be applied to millings. There were varying opinions expressed as to whether a private individual should be operating Town equipment on private property. It was the Town Board's position that individual citizens should not be operating Town equipment as it is a potential liability to the Town. He did call the Highway garage but the people he needed to speak to were not available when he called.

The Highway Superintendent responded that since this occurred; millings have been delivered to Mr. Zarpentine. He acknowledged that residents probably should have been notified and he understood Mr. Zarpentine's point. He did not understand why Mr. Zarpentine did not get any mulch

Kyle Mullen inquired why the budget online indicates approved for the 2013 column and it appears that the budget is already approved. The Supervisor explained it is advertised when the budget will be approved. He noted there is a tentative budget submitted, which then moves to the preliminary budget. The preliminary budget is what was approved tonight. It was noted that the report is a budget presentation report and this is how the accounting software labels that column. It has been this way for a number of years. The Finance Director will research if there is a way to change. In response to Mr. Mullen's inquiry about increases to the overall budget, it was noted that appropriations are down, the tax rate is up but less than last year and there were other cuts beside the highway position, in particular, two other positions.

MINUTES – OCTOBER 16, 2012

RESOLUTION NO. 257-2012 Motion by Councilperson Brown, seconded by Councilperson Smith, to accept the Minutes of the October 16, 2012 meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk Report and VFW Summary Reports for October have been submitted and filed. An application for renewal of the Liquor License for Brewski's LLC was received. A copy had been provided to the Building Department. Mr. Barton noted the Fire Marshal had recently done an inspection and all issues were corrected.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported Collamer and Hill Roads are both open and the final work is being completed on both bridge projects for the final inspections. Friday is the last day for the scheduled brush pick up. He expects that they will make another pass through due to the storm. Supervisor Carmestro noted that the County is not even half way toward meeting the expenses to receive funding as a result of the storm. It was felt that whatever additional expense the Town might incur as a result of "Sandy" would not impact the potential to be reimbursed.

Collamer Road Bridge Replacement Project - Supt. Speer requested a resolution from the Town Board approving an additional supplemental agreement to Collamer Road over West Creek Bridge Replacement Project. Supt. Speer explained that the original approval was never obtained. There was discussion on what the Board was being asked to pay for. It was not clear how much the Town would actually owe in the end. Supervisor Carmestro felt a meeting should be held with those involved (Speer, Gavigan, Frey and himself) so there is a clear understanding of the additional \$135,000. Per Supt. Speer the changes were due to the changes at the intersection of Dunbar and Collamer Roads. It was noted that the Town either has to pay it upfront and hope to be reimbursed for a portion or it can wait and apply for the reimbursement and if received will only owe the Town's required portion. Supervisor Carmestro indicated that he did not want to approve this expenditure until all parties had met so that the Board could understand what it was committing to. This could be done at the next Town Board meeting. Supt. Speer was asked when he sent the letter requesting reimbursement.

He said it was sent today. A copy was requested to be given to the Finance Director as it starts the process for reimbursement of grant funds that are currently being held.

BUILDING REPORT

Jack Barton reported the Building Department Report for October has been submitted and that 123 inspections were done that month.

New York State requires that placards be posted at entrances of buildings identified for No Occupancy. The placard must be 2'x2', red with a white strip dealing with the reason for no occupancy. The cost for new signs is expected to be \$18.00 each. There are currently 68 properties that fall into this situation and three different types of signs will be needed. He requested the Town Board consider a \$150.00 fee for the posting of these properties. The fee would cover the cost of inspections, paperwork, letters to be sent and the signs. Discussion resulted in the Town wanting to cover their costs for this and be in line with other Towns. Mr. Barton will start the ordering process for the signs and come back to the Board with more information before a determination is made on the fee.

PROPOSED CHANGES TO THE PARMA TOWN CODE

Mr. Barton asked if the Town Board was ready to set a date for a public hearing to discuss changes to the Parma Town Code. The changes will affect the Zoning Code, Fire Code and Subdivision Regulations. The Town Board was asked if they had any questions about the proposed changes. There were none. Mr. Barton noted that the proposal for temporary POD structures in commercial districts had been brought before the Town Board in the past but was not acted upon and wanted to be sure there were no concerns regarding this.

ESTABLISH PUBLIC HEARING DATE – ZONING CODE CHANGES

RESOLUTION NO. 258-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to hold a public hearing on December 18, 2012 at 6:30 pm at the Parma Town Hall for Local Law #1-2012 on proposed changes to the Parma Town Code. Under SEQR this will be considered a Type I action, there are no other involved agencies and interested parties will be notified.

Motion approved: Aye 5 Nay 0

There was discussion on training required for Planning and Zoning Board members that must be completed each year. Mr. Barton noted that he has contacted the lawyer panel which was present at the last training. They have expressed interest but have not responded as yet. It was noted that the Town Board can also give relief from the four hour requirement and there are some online training classes. It was agreed there was a good turnout for the last training session and we should try to continue.

RECREATION DEPARTMENT REPORT

Mr. Fowler was present at the beginning of the meeting but had to leave. There was no report.

LIBRARY REPORT

Library Director Becky Tantillo reported she attended the Legislators Breakfast sponsored by the Monroe County Library System. She was able to thank Senator Robach for the recent funding received for the Library and meet Assemblyman Relich's aide. Ms. Tantillo inquired about leaving information about upcoming library events and offerings at the Town Hall. She will coordinate with the Town Clerk.

BUSINESS ITEMS

LETTER OF CREDIT – MERCY FLIGHT SUBDIVISION PHASE 4

RESOLUTION NO. 259-2012 Motion by Councilperson Smith, seconded by Councilperson Brown, to approve a letter of credit for the Mercy Flight Subdivision-Phase 4 for the amount of \$232,321.20.

Motion approved: Aye 5 Nay 0

DATE FOR JOINT MEETING WITH VILLAGE OF HILTON

RESOLUTION NO. 260-2012 Motion by Councilperson Roose, seconded by Councilperson Comardo, to set the date for a Joint Informational Meeting with the Village of Hilton for November 13, 2012 at 6:30 pm at the Community Center.

Motion carried: Aye 5 Nay 0

CHANGE SALT SHED BID OPENING DATE

It was reported that the engineer/project manager from LaBella Associates was in a car accident which has delayed the bid spec process. Therefore, the date of the bid opening needs to be moved again. It will be held on November 19, 2012 at 11:00 am at the Parma Town Hall.

RESOLUTION NO. 261-2012 Motion by Councilperson Smith and seconded by Councilperson Comardo, to change the bid opening date for the salt shed to November 19, 2012 at 11:00 am at the Parma Town Hall.

Motion carried: Aye 5 Nay 0

TOWN HALL CLEANING BIDS

Bids for cleaning of the Town Hall have been received the Town Board will review and make a determination on how they would like to proceed at the next meeting.

COMMISSIONER OF PUBLIC WORKS

Town Board members have received information on this and were asked to review so it can be discussed at the next meeting.

BUDGET TRANSFERS

TRANSFERS TO BUDGET			Nov-12			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
BOO582802043000	EDUCATION & PROF	50.00	BOO582802041000	OFFICE SUPPLIES	50.00	BARTON
AOO51111043000	EDUCATION & PROF	656.00	AOO51111046000	CONTRACTED SERVICES	656.00	SPEER
AOO51111043000	EDUCATION & PROF	300.00	AOO51111048000	MISC	300.00	SPEER
	B UNAPPROPRIATED	9,999.00	DBO550513021000	EQUIPMENT	9,999.00	GAVIGAN
AOO512122043000	EDUCATION & PROF	299.00	AOO512122043100	BOOKS/SUBSCRIPTIONS	299.00	GAVIGAN

RESOLUTION NO. 262-2012 Motion by Councilperson Smith, seconded by Councilperson Roose, to approve the Budget Transfers as presented.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS:

HURRICANE SANDY UPDATE

Supervisor Carmestro reported that Monroe County declared the state of emergency and evacuation for along the waterfront areas. Lake levels were being monitored locally and information was reported back to the County although there was difficulty in contacting the emergency center. The evacuation order was for everyone residing below five feet above lake levels. This resulted in residents that were not even near the lakefront being asked to evacuate. Local representatives met with Sheriff Officers and determine who would actually be asked to leave. There were no problems at the local level and it was considered a good drill and preventative measure for those most likely to be impacted

LIAISON REPORTS

**Councilperson Brown reported the Recreation Commission met. Mr. Fowler is researching the use of a generator from the school district that is no longer in use to see if it can be retrofitted for use with the field lights at Town Hall Park. The school district will also be holding a referendum on December 11th for capital funding project which include sewer access at Northwood, a new fueling station, as well as other updates to school buildings and grounds. Eighty percent would be funded by the Department of Education. Options for a different place for the Recreation Department were also discussed.

**Councilperson Comardo reported there were three actions at the Zoning Board meeting. An area variance and special permit which were granted and another matter tabled to their next meeting.

**Councilperson Smith reported the Monroe County cross country event drew 1,200 runners and 3,000 spectators. There was very little damage to the trails. He felt that any future large events such as this would require more attention to parking monitors and any food vendors would have to meet our requirements. Mr. Fowler will be drawing up the invoice in the amount of \$1,000 for the event. He also reported there was minimal damage in the park. Cleanup to tree damage is being done by Park staff. There was roof and siding damage to the sports building.

Capital Expenditures – The oldest zero-turn Exmark mower is in tough shape. About \$1,500 was spent on it last year and it has a cracked frame which has been fixed but they are not sure how long it will hold up. Three quotes have been obtained for similar mowers. They hope to get \$1,500 for a trade-in.

Park staff has also researched trading the two oldest gators and would like to purchase a new one. The Parks Department currently has four gators. They would be going down to three and he felt there should be future discussion on whether a new gator would be loaned out. There was discussion on whether this purchase needed to have the required number of bids or quotes as it is believed that John Deere has the state contract. This will be researched further by Councilperson Smith.

The gang-mower also needs to be considered for replacement. \$2,100 was spent in repairs and approximately \$6,000 is expected this year. He noted we have been fortunate because mowers of this vintage have had diesel engine blow outs. The estimated cost for a new gang mower would be \$84,000. There was a discussion on whether any more research had been done on logging some of the trees in the park. It was previously suggested that the sale of the lumber could help to defray the cost of this mower. Councilperson Smith felt this should be planned for in the 2014 budget.

**Councilperson Roose reported the Planning Board tabled the Mercy Flight Subdivision approval while waiting for signatures. Approval was given for the RG&E repaving and construction of a stone trench to slow storm runoff. Final approval was also given to the Winston Place Subdivision on North Union Street. A new limousine service business on West Ridge Road between Trimmer and Union Street came before the Planning Board to explain their intended use of the property. The Planning Board saw no reason for further review by them as there was no site work.

Supervisor Carmestro asked if there was any other business to be brought before the Board. Councilperson Smith asked the Board go into executive session to discuss an ongoing litigation. Supervisor Carmestro informed those in attendance that there would be no other business transacted after the close of the executive session.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 263-2012 Motion by Councilperson Roose, seconded by Councilperson Comardo, to enter into Executive Session to discuss ongoing litigation.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 7:47 p.m. after a short break so that people could leave.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 264-2012 Motion by Councilman Comardo, seconded by Councilman Smith, to close the Executive Session at 8:15 p.m. and return to regular session.

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Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 8:15 p.m., seconded by Councilperson Smith and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk