

Parma Town Board meeting held on Tuesday, November 19, 2013 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 Supt.	Brian Speer
Building Inspector	Jack Barton
Recreation Director	Steve Fowler

### **OTHERS IN ATTENDANCE**

Library Director Becky Tantillo; Recreation Commissioner Art Cosgrove; Stan Hoy; Nancy Kuhn; Ken Mullen; Carol Mullen; Kyle Mullen; Dick Vance; Mark Bernreuther; Helen Ives; Carol Kluth; Steve Speer; Ken Blackburn; Ed Arnold; Libby Robinson; Barb Robinson; Lauren Hughes; Michaela Cramer and other members of the public.

### **CALL TO ORDER**

Supervisor Carmestro called the meeting to order at 7:00 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Emergency exit procedures were noted and that the meeting was being recorded.

### **MINUTES NOVEMBER 6, 2013**

**RESOLUTION NO. 273-2013** Motion by Councilperson Roose, seconded by Councilperson Brown, to accept the Minutes of the November 6, 2013 Town Board meeting.

Motion carried: Aye 5 Nay 0

### **TOWN CLERK REPORT**

The final surrender for the school tax collection cycle has been completed and filed with the school districts.

Training information for newly elected officials has been received and shared with Town Board members. This training is offered through the Association of Towns and the Comptroller's Office.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported the department has completed 95% of snow and ice preparations. They have done one run and the salt shed is great. Staff is catching up on drainage issues

and depending on the winter they will be working on culvert pipes at the west end of Dunbar Road and the North end of Collamer Road in preparation for the road overhauling of the two roads next year.

He informed the Board that there was a \$15,350 repair made on a highway truck. An extensive unplanned overhaul was necessary and done by Caledonia Diesel.

Monroe County has asked for input on reducing the speed limit to 45 mph on Bennett Road all the way to Curtis and beyond to just over the hill as a result of a resident complaint. The County's study identified that traffic in the 85<sup>th</sup> percentile going north travels at 60 miles per hour and going south 54 mph. There was no objection to having it changed. The Supervisor will contact Mr. Rice at Monroe County to convey this.

There was an inquiry on the resolution of the DEC spill on Burritt Road. Supt. Speer noted this was when the mini-excavator tipped over. He was not aware of any DEC concerns. They were out and did an inspection at the time and the Town was never notified of anything else. Supervisor Carmestro noted that he was contacted at the time of the occurrence but there was nothing more from the DEC. Supt. Speer noted the Town put out absorbent booms and it was pretty well contained.

There was an additional inquiry regarding a project called Stream Smart for flood management for creeks in the Town of Parma and Village of Hilton specifically referenced in the Nature Conservancy magazine. The gist of the article was to build large areas that are lower to collect overflow water when the lake level is up and creeks are running high. The excess would collect in these designated areas. There has been no notice to the Town specifically about streams in Parma specific to this article. Possible suggestions were made which included the study to be conducted with Genesee Finger Lakes Regional Planning Council with input from the Town of Greece, Village of Hilton, and Town of Parma or a regional detention facility to the west of the Village to slow down the flow of water through Tallwood and comes out at Country Village Estates which never came to fruition.

### **RECREATION DEPARTMENT REPORT**

Steve Fowler had nothing specific to report.

### **BUILDING DEPARTMENT REPORT**

Mr. Barton reported that he and Supt. Speer met with representatives from DEC, FEMA, the Army Corp of Engineers and Village of Hilton representatives to discuss the updating of flood zone maps. The last time these maps were updated was in 2008. This will allow these municipalities to have an idea of the process, time to interview each municipality on the areas of concern and the opportunity for the Town to have input. The data collectors will update our information with the new bridge work that has been completed. Dissatisfaction was expressed with the accuracy of the maps the last time this was done. The possibility of a new zone which would take into account for wave action along the shore line is being considered. Coastal erosion zone revisions are on hold now. The

south shore of the lake is more susceptible to wave action. The Joint Commission is in the process of addressing lake levels which would allow them to fluctuate more naturally. The County and State are on record as being opposed to this.

### **LIBRARY REPORT**

Library Director Becky Tantillo reported she will be working on the Library's strategic Plan. She is also planning a staff development day in February to certify staff in the use of Ancestry.com. Numerous requests have been received for assistance. A patron has been banned from the Library for six months.

### **BUSINESS ITEMS**

#### **TOWN CLERK TAX RECEIVER BONDING RESOLUTION**

**RESOLUTION NO. 274-2013** Motion by Councilperson Roose and seconded by Councilperson Comardo, to approve the surety form and the amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes and Assessments as follows:

Type of Undertaking:	Public Employee Dishonesty
Insurance Policy:	Travelers Insurance Company
Amount:	\$500,000.00

Motion carried: Aye 5 Nay 0

#### **2014 BUDGET APPROVAL**

**RESOLUTION NO. 275-2013** Motion by Councilperson Smith, seconded by Councilperson Comardo, to approve the 2014 Final Budget.

Motion carried: Aye 4 Nay 1 Councilperson Roose

#### **DIRECTOR OF PARKS AND RECREATION INTERVIEWS**

Supervisor Carmestro suggested a schedule for interviewing candidates for the position of Director of Parks and Recreation. Thursday, December 5<sup>th</sup> at 6:00 p.m. and Saturday, December 7<sup>th</sup> or Monday December 9<sup>th</sup> at 6:00 p.m. were suggested. There was a conflict for Councilperson Brown for the Saturday interview. Candidates will be contacted and times assigned. The final dates and time will be advertised as a special meeting and it will be noted the committee will enter into executive session to conduct the interviews.

#### **PHONE SYSTEM UPGRADE RECREATION DEPARTMENT**

The Village of Hilton has informed the Town that they need to upgrade their phone system quickly as they had a system crash at the DPW last week which has been temporarily repaired. The Recreation Department is currently a part of that system.

**RESOLUTION NO. 276-2013** Motion by Councilperson Brown, seconded by

Councilperson Comardo, to upgrade the Recreation Department phones in conjunction with the Village upgrade for a cost of \$2,965.

Further discussion included the Recreation Department uses six phones; options for going to our own system; can it become part of our existing system; there is a separate maintenance fee billed annually that is based on the percentage of usage and what would the fee be going forward; will the current infrastructure (wiring) be usable with the new system; will there be any additional unknown costs that we are not aware of now. It was determined that more information should be gathered and this should be tabled for now. There was already a motion and second made so a vote was taken.

Motion carried: Aye 0 Nay 5

Supervisor Carmestro noted the remainder of the meeting would include payment of bills, Liaison reports, Public Forum and then the Board would enter into an executive session to discuss the employment history of a corporation doing business for the Town of Parma.

## **WARRANTS**

**RESOLUTION NO. 277-2013** Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$236,918.66.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 278-2013** Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of BOO Part Town Fund bills, in the amount of \$55,063.30.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 279-2013** Motion by Councilperson Smith, seconded by Councilperson Roose, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$80,456.50.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 280-2013** Motion by Councilperson Roose, seconded by Councilperson Brown, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$145,044.02.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 281-2013** Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of HDO Town Bridges Fund bills, in the amount of \$2,478.34.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 282-2013** Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of HHO Salt Shed Fund bills, in the amount of \$102,440.43.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 283-2013** Motion by Councilperson Smith, seconded by Councilperson Roose, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$5,968.02.

Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 284-2013** Motion by Councilperson Roose, seconded by Councilperson Brown, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$4,214.88.

Motion carried: Aye 5 Nay 0

The total to be paid is \$632,584.15.

### **MISCELLANEOUS**

None.

### **INFORMATIONAL ITEMS**

#### **MISCELLANEOUS**

Supervisor Carmestro asked Supt. Speer to look into dates for a ribbon cutting ceremony for the new salt shed.

### **LIAISON REPORTS**

\*\*Councilperson Brown reported the Recreation Commission will not be meeting until tomorrow night and there was nothing to report for Dog Control or Special Police.

\*\*Councilperson Comardo reported there was no Zoning Board meeting since our last meeting. The Code Enforcement Officer provided him with summaries of recent special permits that have been issued.

\*\*Councilperson Smith reported Park staff has been working on wind damage cleanup to get trails open. At the last meeting there had been a request to do major work on the boiler at Town Hall. The quote was outside our procurement policy parameters and the he felt there was insufficient information in the quote provided. Therefore, requests for bids with specific details on the mechanics and the chemicals to be supplied have been requested from three companies. Each has been asked to come out to look at the system and then provide their quotes.

### **RESOLUTION FOR 2014 HAYLO TOURNAMENT**

The Lacrosse organization would like to hold their annual tournament on Sunday, June 8, 2014. Last year's contract included a charge of \$250 for fields and one pavilion He is suggesting they rent an extra pavilion to accommodate additional parking and offer shelter in bad weather for a fee of \$300. This will offer less disruption to any other

pavilion renters as well. Based on the last tournament there was a special septic pumping needed. The group will be billed for this independently and depending on how they decide to handle the trash pickup, there will be a \$100 trash fee to cover an extra dumping of the dumpster. The necessary insurance and proper food preparation certificates will also be required.

**RESOLUTION NO. 285-2013** Motion by Councilperson Smith, seconded by Councilperson Roose, to allow the Hilton Area Youth Lacrosse Organization (HAYLO) to use Town Hall Park for their tournament on June 8, 2014.

Motion carried: Aye 5 Nay 0

Section 5 Cross Country – Supervisor Carmestro noted there was additional septic pumping as a result of the cross county events. They will be contacted and invoiced for this year’s usage if it has not already been done.

\*\*Councilperson Roose reported the Planning Board gave preliminary approvals were given for two single family homes; one on Moul Road and the other on Parma Center Road.

### **PUBLIC FORUM**

Supervisor Carmestro opened the public forum to anyone who wished to address the Board.

Ed Arnold read an excerpt from a published letter by Councilperson Roose stating he will continue to work with his colleagues to continue improving our community and to have an open government where each resident is able to contribute. Mr. Arnold asked if there was any way the draft of the minutes could be prepared a week in advance of the Town Board meeting. He did not feel it was an unreasonable request and felt the public should be able to see them before the meeting so the upcoming agenda makes sense to them. He felt this was a way to have a more open government and was the reason for directing his question to Councilperson Roose. In response, it was felt that it is up to the Clerk when the minutes are done and the law allows two weeks for drafts of minutes to be prepared. Mr. Arnold recognized that the Clerk has two weeks in which to provide a draft of the minutes and reiterated his position that this could be done differently.

Supt. Speer asked if it was still possible to raise the Townwide Drainage fee. He likened the request to changing fees that are charged by other departments. Supervisor Carmestro did not think they could be raised at this time but would look into it.

Kyle Mullen questioned how discussion regarding a company that does business for the Town could be done in executive session and why it was not being addressed in public forum. It was noted the entity does business for the Town (provides a service) but is not paid by the Town. Supervisor Carmestro noted he had met with the entity and had been asked to not discuss this publicly until the entity had made their decision. It was also noted there would be no vote taken as there is no decision to be made by the Town.

There was dissatisfaction expressed that those in attendance did not know what this was regarding.

**ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 286-2013** Motion by Councilperson Roose, seconded by Councilperson Comardo, to enter into Executive Session to discuss the employment history of a particular corporation doing business for the Town of Parma.

Motion carried: Aye 5 Nay 0

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

**CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 287-2013** Motion by Councilperson Smith, seconded by Councilperson Comardo, to close the Executive Session at 8:40 p.m.

Motion carried: Aye 5 Nay 0

A motion was made by Councilperson Smith to adjourn the meeting at 8:40 p.m. and Councilperson Roose seconded. All were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk