

Parma Town Board meeting held on Tuesday, February 17, 2015 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

ATTENDANCE

Supervisor	James Smith
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Tina Brown
Councilperson	Kyle Mullen
Highway Supt.	Brian Speer
Town Clerk	Donna K. Curry
Director of Parks and Recreation	Tom Venniro
Building and Development Coordinator	Dennis Scibetta

OTHERS IN ATTENDANCE

Mike Weldon, Josh Jensen and other members of the public.

CALL TO ORDER

Supervisor Smith called the meeting to order at 7:04 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.

MINUTES – FEBRUARY 3, 2015

RESOLUTION NO. 77-2015 Motion by Councilperson Roose, seconded by Councilperson Comardo, to accept the Minutes of the February 3, 2015 meeting.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

TOWN CLERK REPORT

The Town Clerk reported that Monroe County Planning and Development will be holding an Informational Meeting on the proposed Capital Improvement Programs for the 2016-2021 cycle on Tuesday, March 3, 2015 at 7:00 p.m. at the Monroe County Hospital Auditorium B. The Town Board was informed that an oath has not been received for a member of the Recreation Commission. The individual is a member of the Recreation Commission and is in Florida. A hard copy has been sent but not yet returned. The Town Clerk thanked the Highway staff and the Supervisor for their assistance during open hours on Saturday, February 7th.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported there have been issues with equipment. The truck he has been having problems with quit again last week and one of the smaller trucks used to plow subdivisions

has a cracked frame. It has been sent out for repair. Supervisor Smith asked that he start the preparations for getting a new vehicle. Councilperson Mullen asked if we are at the point of negative return. Supt. Speer thought we should consider a 10-wheeler cab and chassis and then pricing for the box and snow equipment. The goal would be to receive it in the fall so that we are set for next winter.

Supt. Speer reported \$30,330 of the allotted \$50,000 for overtime has been used and there is still \$9,000 budgeted in the part time services line which has not been used. He expects that the department will be alright for overtime expenses.

Salt Expenditures – Supt, Speer explained we are \$21,500 over budget for salt. We are still owed \$85,000 from last year's contracts. He noted the salt mine has stopped supplying to private contractors due to the supply issues they are having. He ordered another 1,000 ton today.

BUILDING DEPARTMENT REPORT

Mr. Scibetta reported he, Ms. Begy and Mr. Thomas will be attending the first of four Monroe County Planning and Development training sessions next Wednesday

The Building Department has been approached by Labs of Love for information on the building at 5247 Ridge Road West in the former Country Max location. They are considering it for relocation of their business which has been in a rural residential area in the Town of Ogden. Mr. Scibetta will be doing a site visit and indicated this would be a suitable business for this general commercial zoned site. The new tenant will include boarding and a veterinarian office in the building. The owner will be coming to the Planning Board shortly for a business review. A second tenant being considered by the property owner is a baby food and baby type drugs company which will rent the eastern third of the building to warehouse their goods. The location will be a drop off, storage and shipping site for the Canadian based business.

The Parma Christian Fellowship Church to be located at 590 North Avenue is within \$20,000 of their goal for building their new church and looking to restart the project. Plans are being reviewed so that a permit can be released.

Supervisor Smith noted he and Mr. Scibetta have discussed designating one company to act as the primary provider for when enclosure services are needed. Recent emergency situations prompted the discussion. They suggested having Emergency Enclosures as the designated contact. The Hilton Parma Fire Department and the Village of Hilton use them. The Town has had a working relationship with them as do the Towns Henrietta, Chili and Greece. It was suggested that we see a prearranged list of costs, review the agreements other Towns have for this service and create an agreement which will fit the needs of our Town and have a draft reviewed by the attorney.

RECREATION DEPARTMENT REPORT

Mr. Venniro reported the Sweetheart Dance was well attended with 120 participants.

February Recess Camp is in full swing from 7:30 a.m. through 5:30 p.m. Registration has been offered on a daily basis or for the whole week. The program is averaging fifty participants per day. AARP Tax Services are in full swing with 250 appointments so far and the next available appointments are for March 10th and run through April. This service is free for seniors and has been well received.

Mr. Venniro reported he has received correspondence from Scott Page regarding the Cyclocross event which they would like to hold on October 11, 2015. There was no contract drawn up last year but this will be revisited this year. He also received a request from the Hilton Methodist Church to hold a sunrise service on Easter morning. The Board was in agreement to waive the rental fee as there would be no conflicts with rentals and the group would be in and out before the Park is open. There was discussion on road access when the park is closed, the effect this has on the museum and volunteers and park access.

Mr. Venniro has submitted a Monroe County Community Development Block Grant. Based on the geographic and demographic requirements for the grant, most venues in the Town are not a low to moderate clientele served. He therefore chose the Town's VFW Lodge/Hall and is requesting funding for new gutters, roof repairs and a handicap accessible powered door. He does not expect to hear anything until March. If selected the project could begin and the Town would be reimbursed.

A major leaking situation has occurred again in the court office. Supervisor Smith asked that confirmation be obtained that the heat tape is plugged in and that an inspection be made at the Meeting House as there has been a significant increase in that location's utility bill.

MISCELLANEOUS REPORTS

Supervisor Smith reported on behalf of the Library that this coming Friday is Fancy Friday with Pete the Cat. The event will include a visit from Pete the Cat, crafts and raffles. This has been a well-attended event for children in the past.

PUBLIC FORUM

Supervisor Smith asked if there was any citizen who would like to address the Town Board with any concerns. There was no response.

BID OPENING – SALE OF KUBOTA UTILITY VEHICLE

Supervisor Smith read the legal notice advertising for the sale of the Kubota utility vehicle. The Town Clerk opened the one bid which was received. The bid was from Tom Keeler, of Keeler Construction, Albion New York in the amount of \$8,500.

AUTHORIZATION FOR THE SALE OF KUBOTA UTILITY VEHICLE

RESOLUTION NO. 78-2015 Motion by Supervisor Smith, seconded by Councilperson Comardo, to award the bid of \$8,500 for the sale of the Kubota to Tom Keeler of Keeler Construction.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

Mr. Venniro will follow up with Mr. Keeler to make arrangements for paying and picking up the vehicle.

BUSINESS ITEMS

TIME WARNER CABLE – 2015 TAX PAYMENT

RESOLUTION NO. 79-2015 Motion by Councilperson Brown, seconded by Councilperson Comardo, to accept \$3,081.02 from Time Warner Cable and pay \$762.41 as a credit from franchise fees paid to the Town of Parma for the full payment of the 2015 Town & County tax bills for Time Warner Cable tax account numbers:

264001	500.00-0-258./HILT	\$190.57
264089	500.00-2-580./BKPT	\$ 34.31
264089	500.00-2-580./HILT	\$388.85
264089	500.00-2-580./SPEN	\$148.68
	Total	\$762.41

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

It was noted the agreement between the Town of Parma and Time Warner is up for renewal and the Town should be receiving free fiber and cable when this is renegotiated.

HUNGERFORD VINTON, LLC PROPOSAL **AUD AND JUSTICE COURT AUDIT**

RESOLUTION NO. 80-2015 Motion by Supervisor Smith, seconded by Councilperson Roose, to authorize Hungerford Vinton, LLC. to complete the Annual Update Document (AUD) for the Town of Parma for the fee of \$750 and the Justice Court Audit review for the fee of \$100.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

AUTHORIZATION FOR PURCHASE OF JACOBSON HR9016 MOWER

Mr. Venniro reported the old machine is weathered and one of the decks is beyond repair and damaging the grounds when used. Funds were budgeted for capital equipment purchases although not enough to cover the full cost of this purchase. He felt based on testimony from Park staff this should be replaced now. He suggested the Town enter into a three year lease agreement with First Niagara to purchase this piece of equipment. Mr. Venniro provided the Town Board with quotes, lease options, state contract verification and comparable machine information. The following points were made:

- Quotes were obtained with and without a cab. There was a significant difference in the pricing between the two, \$11,000. The one without the cab would have a canopy.

- The state contract for these pieces of equipment expires on March 12th, 2015; which can affect pricing.
- Lease options were researched with MTE Turf Equipment Solutions (3 year interest rate – 3.50%) and First Niagara Bank (3 year interest rate 2.72%). The option with First Niagara over the three year period was slightly lower.
- The Houston-Galveston Area Council (H-GAC), Cooperative Purchasing Program was contacted for pricing and we were referred back to the local dealers. The pricing was comparable and in favor of the state contract with a 27% discount versus a 26% discount through H-GAC.
- The Parks Capital Improvement line has roughly \$16,000 and the Recreation home buyers fee line has roughly \$18,000 that will cover the first year of the lease and help us with year two.
- The current state contract on mowing equipment expires on March 12th, 2015.
- The only comparable model found was the John Deere 1600 model which is not all that comparable. The Deere model is significantly less wide and will cut down on efficiency. The price differential will be made up in efficiency alone.
- Additionally, the decks of the Jacobson model are all hydraulic and not belt/pulley-based which provides a larger cooling capacity, less maintenance and higher efficiency.
- The engine of the Jacobson is 99.2 HP as opposed to 60 HP on the Deere.
- We have a familiarity with this piece of equipment.
- A three year turnaround is expected for this piece of equipment. It was suggested that an evaluation be received for the best period of time to keep and get the greatest return. There was further discussion on leveraging the discounted purchase we are making and keeping our maintenance as low as possible.

RESOLUTION NO. 81-2015 Motion by Supervisor Smith, seconded by Councilperson Comardo, to authorize the Supervisor to enter into agreement for the purchase of a Jacobson HR9016 mower with Canopy through the New York State Contract PC64364 Moffett Turf Equipment, Inc. for the amount of \$76,684.20.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

FIRST NIAGARA LEASE AGREEMENT FOR JACOBSON HR9016 MOWER

RESOLUTION NO. 82-2015 Motion by Councilperson Brown, seconded by Councilperson Comardo, to authorize the Supervisor to sign any and all documents necessary to initiate the three year Tax Exempt, Municipal Lease/Purchase Agreement for the purchase of the Jacobson HR9016 Mower and Canopy through First Niagara Leasing, Inc. at an annual interest rate of 2.72%

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RECREATION SENIOR PROGRAM TRIP CONTRACTS

RESOLUTION NO. 83-2015 Motion by Councilperson Comardo, seconded by Councilperson Brown, to authorize the Supervisor to enter into five agreements with Carpe Diem for senior citizen trips during 2015:

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

FANCONI ANEMIA 5K CHARITY RUN AGREEMENT - 2015

Mr. Venniro reviewed the main points of the agreement and noted this was a scaled down version of the typical agreement entered into with organizations that hold events in the Park. Several points in the agreement were reviewed

RESOLUTION NO. 84-2015 Motion by Councilperson Mullen, seconded by Councilperson Roose, to authorize the Supervisor to enter into an agreement with Mary Ann Lana to hold the first annual Fanconia Anemia 5K Run at the Town Hall Park on May 2, 2015 with the following revisions to be added:

- Under #10 Proof of insurance must be provided 30 days in advance of the event

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

GREECE COBRAS SOCCER TOURNAMENT AGREEMENT - 2015

This is a two year agreement with the Greece Cobra Soccer Club and includes changes to pavilion usage and management of parking throughout complex during the event. The wording under #8 regarding insurance will be changed to reflect that proof of insurance needs to be provided 30 days in advance. They will only be allowed to use the Parma Center Road entrance and the south entrance off Hilton Parma Corners Road. The Lloyd Pavilion will be rented by the organization, the rest of the pavilions will be available for public use and the parking controlled so there are no parking or access conflicts for park patrons in the north side of the park. If this does not work out they will have to pay for all four pavilions in 2016.

RESOLUTION NO. 85-2015 Motion by Supervisor Mullen, seconded by Councilperson Brown, to authorize the Supervisor to enter into an agreement with the Greece Cobras Football Club for their tournament July 10, 2015 through July 12, 2015 and July 9, 2016 through July 11, 2016.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

REQUEST FOR BIDS – COURT-MEETING ROOM DIVIDER DOOR REMOVAL

Supervisor Smith explained that in researching the removal of the divider the greatest stumbling block to being able to create specs was what is structurally there. This has prompted having the divider removed first and then proceeding with replacing. Discussion included adding a clause that the contractor would be responsible for any damage as a

result of the dismantling and removal of the divider. This will be added. There will be logistics considerations for when work can be done and closely controlled.

RESOLUTION NO. 86-2015 Motion by Councilperson Mullen, seconded by Councilperson Roose, to authorize the advertising and acceptance of bids for the removal of the Parma Town Hall large meeting room (court/board room) moveable divider. Bids will be submitted no later than 11:00 a.m. on Monday, March 16, 2015 at which time they will be opened and read aloud.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

INFORMATIONAL ITEMS - MISCELLANEOUS

Cemetery Mowing - An inquiry was made on whether we will continue to mow the cemeteries or if the work will be contracted out. The Town will continue to mow, the department has found a ramp option for access to the one cemetery which they have had difficulty getting into and the possibility of purchasing a smaller mower may be considered. There was also discussion on the difficulty of getting into the Hoosick Cemetery at Manitou and Ridge Roads.

Boiler System – The final paperwork has been submitted to the Dormitory Authority so that we can receive the \$80,000 grant for the new boiler and support equipment. A \$6,000 rebate has been received from RG&E as a result of the new installation. Our natural gas bill was down 35%, saving \$1,500. Supervisor Smith noted we likely would have seen even greater savings if there had not been operational issues that hurt the efficiency of the new system. He expects the efficiency will continue to go up.

LIAISON REPORTS

**Councilperson Brown reported the Planning Board reviewed plans for a shooting range at 5090 Ridge Road West. Concerns were expressed by that Board regarding lead shot and the environmental impact of the residuals being left on the site. The applicant will be seeking input from a NRA representative. There may be options for other kinds of bullets. The Assessor's office continues work on reassessments and the exemption paperwork deadline is March 1, 2015. She also reported she attended the Hilton Central School District the first Urban Suburban Program meeting and commented that it was very well controlled and informative.

**Councilperson Comardo reported the Farmland and Open Space Committee will be holding their Conservation Easement Informational Meeting on February 25, 2015 at 7:00 p.m. at the VFW Hall on Peck Road. The Recreation Commission met and most of what was covered has already been shared by Mr. Venniro. The Hilton Parma Drug Intervention and Community Education (HPDICE) did not meet due to weather.

**Councilperson Roose reported there has been no Special Police meeting. The Zoning Code Enforcement Officer has been following up on special permit renewals.

**Councilperson Mullen reported the Zoning Board meeting is this Thursday. He

questioned what action should be taken regarding the Clarkson-Parma Town Line Road County Road project detour. The consensus was it would be acceptable to use Spencer Road as part of the detour. He also attended the School District Urban Suburban Program meeting and felt the discussion and process was informative and went well.

**Supervisor Smith reported the Historical Society gave a presentation on John Hard, the oldest surviving Civil War veteran. His great, great grandson is a resident of Hilton.

WARRANTS

RESOLUTION NO. 87-2015 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$61,193.58.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RESOLUTION NO. 88-2015 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$1,738.03

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RESOLUTION NO. 89-2015 Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$113,726.10.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RESOLUTION NO. 90-2015 Motion by Councilperson Mullen, seconded by Councilperson Brown, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$96.00.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RESOLUTION NO. 91-2015 Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$240.00.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

RESOLUTION NO. 92-2015 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$1,463,600.87.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

The total to be paid is \$1,640,594.58.

There was no further business before the Town Board, Supervisor Smith made a motion to adjourn the meeting at 8:50 p.m., seconded by Councilperson Mullen and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk