

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

**ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

Judge Sciortino, Judge Alexander, Wendy Pinzon, Jeffrey Russell, Ryan Egan and other members of the public.

**CALL TO ORDER**

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

**MINUTES – NOVEMBER 4, 2015**

**RESOLUTION NO. 267-2015** Motion by Councilperson Comardo, seconded by Councilperson Roose, to accept the Minutes of the November 4, 2015 meeting with changes noted.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**TOWN CLERK REPORT**

The Town Clerk reported there have been significant Time Warner internet issues the past two days and during the previous week which has affected all departments. Surrenders for school taxes have been completed and the office is waiting for the final bills to come from companies who mailed escrow receipts. At that time the school districts will be invoiced. The new charges by the bank lockbox service will be partially offset by use of the bulk mailing offered through IMS giving us access to a lower postage rate. There is a Laserfiche training session on Wednesday. Originally, Ms. Webster and the Town Clerk were going to attend but due to an unexpected absence in the department the Clerk will cover the office and Ms. Webster will attend.

## **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported the official fall brush pickup has ended. He noted they have picked up thirteen times this year. Everything is mounted and ready to go for snow removal.

Supt. Speer obtained the following three quotes for the below ground oil water separator:

Hydro Quip HQI HQB342 Cylindrical Gravity Displacement OWS		
	Base \$7,100 plus options \$2,590	\$9,690.00
Mercer International Compliance Master		
	Base \$7,995 plus options \$5,485	\$13,480.00
Koester Associates – Highland Tank		\$17,000.00

Due to time constraints and the need to address the EPA issue before we have to start plowing, Supervisor Smith felt that this should be addressed immediately. He spoke with the Engineer for the Town this afternoon and he has recommended the Hydro Quip 350 gallon OWS for a total cost of \$9,690. A 30% down payment will be required and upon receipt the company will order. Delivery is approximately 2-4 weeks after receipt of the down payment. There was discussion on the proposed placement and if this would be an issue for redesign of the building in the future. The proposed location will give the best flow.

Supt. Speer will be meeting tomorrow with a representative from Villager Construction and Mr. Schepp from Chatfield Engineers to look at the water drainage problem at 367 North Avenue and the potential for boring under the road for a larger pipe. There was discussion on contacting the residents and immediate neighbors who are affected by the problem to have them contact our State Representatives for assistance in convincing the Department of Transportation that this is needed.

## **RECREATION DEPARTMENT REPORT**

Mr. Venniro reported he will have information on the department's budget at the next meeting. The appropriate transfers have been made in several lines where needed. The department hosted an Evening for the Girls which doubled attendance over last year with over 50 people which was our maximum. The mother daughter event highlighted Mary Kay demo's, canvas painting instruction and cupcake decorating. A free Thanksgiving Dinner in partnership with the Lions Club will be held this Friday, November 20 at 5:30 p.m. The event required pre-registration and is full with 100 pre-registered attendees. The annual Christmas Tree Lighting will be held on Saturday, December 5<sup>th</sup>. All are invited to come and enjoy. Ryan Rockefeller, Kelly Bartell and Mr. Venniro will be attending a local recreation seminar this Friday.

A sports group Park use meeting will be held in the upcoming weeks. He is awaiting a few responses to pick the date. Almost all 2015 invoices have been returned with payment, including the additional charges to Monroe County for damages during the County Cross Country Meet.

The Town was awarded \$16,000 in funds from Monroe County for a grant for VFW ADA improvements. The County representative met with Mr. Venniro and reported that the roof, fascia and gutters would not fall under the grant. We will have a year to complete the grant which will include walkways, accessible doorways and bathrooms on the site.

The Department is also interested in imagery from Pictometry for updating the Park map and facilities.

### **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported the department has been busy with development projects. Section V of Country Village Estates is half sold. The Sandalwood Subdivision project is coming back up with a reduced number of lots. The proposed development on Ogden Parma Town Line Road across from Gillette Road has been downsized. This will provide about thirty new lots in the Town.

The change over from Hess to Speedway has been completed. The Certificate of Compliance has been issued on the renovation project. The new microbrewery hopes to be open early December. They are working on the parking lot and the sign for the entire group.

### **PUBLIC HEARING – PROPOSED LOCAL LAW 1-2015**

Supervisor Smith opened the Public Hearing at 7:35 p.m., read the legal notice and noted it had been advertised and posted on the Town Hall Bulletin Board and on the website as required by law.

#### **LEGAL NOTICE TOWN OF PARMA**

The Parma Town Board has scheduled a public hearing on proposed Local Law #1-2015 entitled “A Local Law to Establish the Residency Requirements for the positions of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court. The public hearing will be held at the Parma Town Hall, 1300 Hilton-Parma Corners Rd., Hilton, New York on November 17, 2015 at 7:30 p.m. at which time persons in favor of or opposed to said local law may be heard. Copies of the proposed local law are on file at the Parma Town Clerk’s office and are available on the Town website ([www.parmany.org](http://www.parmany.org)), under Other Info for public inspection.

Supervisor Smith reviewed the proposed Town Law. (*See Schedule A for a copy of the Local Law*) Councilperson Comardo noted that if the Town Clerk was to leave the position unexpectedly in order for the Deputy to become the elected candidate they would have to become a resident of the Town. The public hearing was closed at 7:45 p.m.

### **RESOLUTION TO APPROVE LOCAL LAW #1-2015 RESIDENCY REQUIREMENTS**

**RESOLUTION NO. 268-2015** Motion by Councilperson Comardo, seconded by

Councilperson Mullen, to approve Local Law 1-2015 passing the residency requirement for the positions of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court in the Town of Parma; the effective date shall be immediately and a copy will be filed by the Parma Town Clerk in the office of the New York State Secretary of State in accordance with Section 27 of Municipal Home Rule Law.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**PUBLIC FORUM**

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

**BUSINESS ITEMS**

**BUDGET TRANSFERS**

Mr. Venniro noted he had provided an incorrect account number and name for the Swimming Camp Expense. It was agreed this change would be made and the Clerk will notify the Finance Director.

**RESOLUTION NO. 269-2015** Motion by Supervisor Smith, seconded by Councilperson Mullen, to approve the Budget Transfers as noted.

BUDGET TRANSFERS

Nov-15

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO.535.3510.490.00	DOG CENSUS	400.00	AOO.535.3510.210.00	EQUIPMENT/DOG	1,900.00	GAVIGAN
AOO.535.3510.452.00	VEHICLE MAINTENANCE	400.00				
AOO.535.3510.460.00	CONTRACTED SERVICES	800.00				
AOO.516.1620.441.00	GAS & ELECTRIC	300.00				
AOO.571.7110.150.00	LABORER SEASONAL	468.85	AOO.571.7110.170.00	PARK ATTENDANT	389.63	VENNIRO
AOO.571.7110.461.00	UNIFORMS	61.57	AOO.571.7110.160.00	LABOR/GATES	79.22	VENNIRO
			AOO.571.7110.480.00	MISC	61.57	VENNIRO
AOO.570.7020.411.00	BROCHURES	\$78.00	AOO.570.7020.422.00	EQUIPMENT REPAIR/RENTAL	\$4,500.00	VENNIRO
AOO.570.7020.451.00	GASOLINE	\$150.00	AOO.570.7020.430.00	EDUCATION & PROFESSIONAL	\$50.00	VENNIRO
AOO.570.7020.452.00	VEHICLE MAINTENANCE	\$178.00	AOO.570.7020.490.00	OFFICE RENT	\$90.00	VENNIRO
AOO.570.7310.490.32	SWIMMING CAMPEXPENSE	\$2,259.50	AOO.570.7111.490.00	SPECIAL EVENTS	\$175.00	VENNIRO
AOO.570.7310.492.32	BASEBALL CAMP EXPENSE	\$3.00	AOO.570.7310.489.42	HOLIDAY PROGRAM EXPENSE	\$150.00	VENNIRO
AOO.570.7310.493.32	SOFTBALL CAMP EXPENSE	\$2.00	AOO.570.7310.490.22	SWIMMING EXPENSE	\$447.11	VENNIRO
AOO.570.7310.497.02	MUSIC EXPENSE	\$200.00	AOO.570.7315.496.03	FLAG FOOTBALL TEAM	\$37.00	VENNIRO
AOO.570.7310.498.02	BOWLING EXPENSE	\$250.00				VENNIRO
AOO.570.7315.493.03	BASKETBALL - YOUTH TEAM	\$1,000.00				VENNIRO
AOO.570.7610.491.04	SR GOLF	\$120.00				VENNIRO
AOO.570.7620.491.05	APPLE DERBY FEES	\$7.00				VENNIRO
AOO.570.7620.493.05	CRAFTS	\$200.00				VENNIRO
AOO.570.7620.494.05	LADIES VOLLEYBALL	\$122.50				VENNIRO
AOO.570.7620.498.05	TAI CHI	\$466.00				VENNIRO
AOO.570.7989.460.06	CONTRACTED SERVICES	\$413.11				VENNIRO
	UNAPPROPRIATED FUND	23,653.92	AOO.570.7610.490.04	TRIPS	15,244.00	VENNIRO
			AOO.570.7610.494.04	SR ENTERTAINMENT	750.00	VENNIRO
			AOO.570.7989.420.00	AMUSEMENT TICKETS	7,659.92	VENNIRO
		31,533.45			31,533.45	

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**APPOINTMENT OF CLERK TO THE TOWN JUSTICES**

Town Justice Sciortino addressed the Town Board regarding the appointment of the Clerk to the Town Justices. He expressed how pleased he and Judge Alexander were with the effort and work that Ms. Pinson has provided for the Court after the passing of longtime Court Clerk Barb Speer. He noted Ms. Pinson has met the requirements and passed the necessary review to be able to access and review State and Federal criminal history records. Therefore, the Parma Town Justices are appointing Wendy Pinzon to the Civil Service titled position of Clerk to the Town Justice. Supervisor Smith also thanked Ms. Pinzon for her efforts on behalf of the Town. The Town Justices will meet with the Supervisor to establish the particulars of the position later this week.

**TOWN CLERK TAX RECEIVER BONDING**

**RESOLUTION NO. 270-2015** Motion by Supervisor Smith, 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 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**VFW ROOF AND GUTTER WORK**

Mr. Venniro provided the Board with copies of the quotes originally received and discussed in October. It has now been confirmed that the County grant money cannot be used for this purpose, as it is strictly for ADA improvements. Based on our procurement policy the amount of the project would fall in the second bracket. He wanted the Board to know they were recommending Westside Developers and would like to see the work done before winter. Even though their quote is \$50 more it includes the roofing at both entrances.

**RESOLUTION NO. 271-2015** Motion by Supervisor Smith, seconded by Councilperson Comardo, to approve the quote from Westside Developers for gutter, soffit and roof repairs at the VFW building in the amount of \$2,650 to come from Miscellaneous Contingency.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

*See Schedule B for copies of quotes*

**CARRYOVER VACATION HOURS – CHRIS MOORE**

Supervisor Smith noted a letter had been received from Ms. Moore requesting to carry over 21 more hours of vacation in addition to the 47.50 she is allowed to carry over for a total of 68.50 vacation hours.

**RESOLUTION NO. 272-2015** Motion by Supervisor Smith, seconded by Councilperson Roose, to approve the carryover of 21 additional hours of vacation time for Chris Moore. Her total carry over will be 68.50 vacation hours.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

## **MISCELLANEOUS**

### **PURCHASE OIL WATER SEPARATOR**

Supervisor Smith noted Mr. Schepp of Chatfield Engineers provided information and quotes for the needed underground oil water separator. Due to the immediate necessity to correct the existing condition at the highway garage, Supervisor Smith would like to see this approved based on the review of the Town Engineer and the large capacity of the tank.

**RESOLUTION NO. 273-2015** Motion by Supervisor Smith, seconded by Councilperson Mullen, to authorize the purchase of a Hydro Quip #UG-11-02-NY-15 350-gallon OWS for an amount not to exceed \$9,690; and to approve a down payment of 30% at the time of ordering upon confirmation that delivery can be made within the two to four week specified time frame.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

*See Schedule C for quotes at end of minutes*

## **INFORMATIONAL ITEMS**

### **REZONING OF RESIDENTIAL PROPERTIES ON RIDGE ROAD DISCUSSION**

Mr. Scibetta reported there have been recent inquires for use of properties on Ridge Road where the applicants have no options for commercial use as currently zoned. He sought input from the Town Board on whether they would like to see this go to Planning Board to hear their proposals and then request rezoning or a legislative rezoning or send to the Zoning Board for a special permit. After discussion they were in agreement to send to the Planning Board.

### **HISTORICAL PROPERTY REVIEW COMMITTEE**

It has been suggested that a short term committee be formed for the purpose of cataloging buildings of a specific era and historical significance to the Town. The removal of a cobblestone building on Ridge Road and the recent remodel of the old Methodist Church at Parma Center are examples. The listing would not be intended to curtail the owner's ability to use his/her property but to make the owners and the building department aware that there is some historical significance to the building and/or land. By having this information it might affect how an owner would remodel. The committee would not be a historical preservation committee. It was agreed that a committee could be formed.

### **APPLICANTS FOR PARMA MASTER PLAN REVIEW COMMITTEE**

Some planning and research has been done to establish a Master Plan Review Committee. Councilperson Mullen and Mr. Scibetta are at the point where it is time to move forward on establishing a committee. Supervisor Smith recalled that the last time the Town did this there were representatives from the existing Committees and Boards and citizen representation as well. Councilperson Mullen asked that the Board think about advertising for individuals who might be interested in serving on such a committee. It was felt a job description should be done and press release seeking interested persons. Mr. Scibetta could provide the correct verbiage for the job description.

### **MISCELLANEOUS**

#### **GPS UNIT**

Councilperson Mullen reported that he received additional information late today on getting the GPS Unit discussed previously. There is a vendor who is on the state contract list. The estimated cost is \$9,000. There is potential use by multiple departments and he felt there would be a lot of use for the money and they are already looking at software in the building department to utilize it.

### **LIAISON REPORTS**

\*\*Councilperson Brown was not present but left a report with the Supervisor. Her report included the Planning Board meeting had been cancelled and there were no agenda items for the Conservation Board but they reviewed correspondence from the County Planning and Development regarding previously reviewed projects. For the Assessor's office, Ms. Muller is expected back next Monday. Councilperson Brown also inquired as to the status of the culvert/drainage issue on Pease Road for the Eichas family. Supt. Speer stated they have not gotten there yet but thought they probably would get there in the next week or so. Preparation of snow equipment was done first.

\*\*Councilperson Comardo reported the Park and Recreation Commission will be meeting tomorrow evening. The Farmland and OpenSpace Committee has nothing new to report on grants. There has been interest expressed on having a working farm and learning venue at a local farm. Dr. King has been contacted and the Committee would be interested in having informational discussion on the proposal. The Drug Coalition will now be meeting at the high school as their size has grown. The group participated in Red Ribbon Week to bring awareness to anti-substance abuse and they had a display in the Library window. The Point of Distribution (POD) table top exercise will take place tomorrow.

\*\*Councilperson Roose did not have a report.

\*\*Councilperson Mullen reported Zoning Board meets this week. He noted that during a recent Town Board meeting, a local business owner noted there were issues with signs that

have been longstanding violations. He asked that Councilman Roose who is the liaison follow up with Code Enforcement to address the issue.

### **WARRANT**

**RESOLUTION NO. 274-2015** Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of AOO General Fund bills, in the amount of \$183,353.84.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**RESOLUTION NO. 275-2015** Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of BOO Part Town Fund bills, in the amount of \$24,843.45.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**RESOLUTION NO. 276-2015** Motion by Councilperson Mullen, seconded by Councilperson Comardo, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$50,392.63.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**RESOLUTION NO. 277-2015** Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$56,202.43.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**RESOLUTION NO. 278-2015** Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of SDO, Townwide Drainage Fund bills, in the amount of \$670.50.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

**RESOLUTION NO. 279-2015** Motion by Councilperson Mullen, seconded by Councilperson Comardo, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$3,080.86.

Motion carried: Aye 4 (Smith, Comardo, Roose, Mullen) Nay 0 Absent (Brown)

The total to be paid is \$318,543.71.

There was no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 8:45 p.m., seconded by Councilperson Mullen and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk



Schedule A

**PROPOSED LOCAL LAW #1 OF 2015**

Town of Parma  
Local Law No. 1 of the year 2015

A local law to establish the residency requirements for the appointed offices of positions of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court.

Be it enacted by the Town Board of the Town of Parma as follows:

**Section I. Title:** A local law to establish the residency requirements for the appointed offices of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court.

**Section II. Authority:** This local law is adopted pursuant to Municipal Home Rule Law, § 10(l)(ii)(a)(1) that grants to local governments the authority to enact local laws regarding the qualifications of local officers. This local law recognizes that the State Legislature previously amended Public Officers Law, §3 expanding the residency requirements for any appointed public office, thereby rendering Public Officers Law a special law with respect to any appointed town officer (see cf N.Y. Op. Atty. Gen. (Inf.) No. 2000 -5).

**Section III. Supersession:** This local law shall supersede Town Law, §23(1) in its application to the offices of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court for the Town of Parma.

**Section IV. Residency requirements for the positions of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court:** The persons holding the offices of Deputy Town Clerk and Receiver of Taxes, Deputy Town Clerk, Clerk to the Town Justices and Office Clerk IV for the Court. in the Town of Parma need not be a resident nor an elector of the Town of Parma, provided, however, that such person shall reside in Monroe County.

**Section V. Inconsistency:** All other local laws and ordinances of the Town of Parma that are inconsistent with the provision of this Local Law are hereby repealed; provided, however, that such repeal shall only be to the extent of such inconsistency and in all other respects this Local Law shall be in addition to such other local laws or ordinances regulating and governing the subject matter covered by this Local Law.

**Section VI. Savings Clause:** If any clause, sentence, paragraph, word, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation of the clause, sentence, paragraph, worked section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

**Section VII. Effective Date:** This Local Law shall take effect upon filing in the office of the New York Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Schedule B - VFW Roof



J & K DeLorenzo, Inc. dba  
WESTSIDE DEVELOPERS

1266 HILTON PARMA CORNERS ROAD  
HILTON, NEW YORK 14468  
PHONE (585) 392 4365  
WWW.WESTSIDEDEVELOPERS.COM

10,00  
Monday  
**HOME IMPROVEMENT PROPOSAL/CONTRACT**

Date: \_\_\_\_\_ Tel: Home 392-5030 Work 474-9092  
Name: Joe Town of Parma  
Address: \_\_\_\_\_

Job Specifications:  Roofing  Siding  Windows  Gutters  Other

Shed roof - replace blown off's \$300.00  
Burrill Pavilion - reroof using lifetime architectural  
shingles to match existing buildings \$3165.00  
Warming Hut - reroof same as above \$3300.00  
VFW - replace blown off's  
Remove gutters and fascia boards, replace  
1x6 fascia boards and trim in boards  
aluminum, replace existing gutters  
with 1 1/2" x 2" feet aluminum gutter  
to replace damaged gutter.  
Remove shingles from 2 entry door  
rafts and replace with lifetime  
architectural shingles \$2650.00

Estimated date work to commence \_\_\_\_\_

Estimated date work to be completed \_\_\_\_\_

Contingencies that would change the estimated completion date: \_\_\_\_\_

Total Cost \$ 9145.00  
Deposit \$ \_\_\_\_\_  
Balance Due \$ \_\_\_\_\_

The Contractor and the Owner have determined a definite completion date  is \_\_\_\_\_  is not of the essence.

**NOTICE TO OWNER:** In addition to any right otherwise to revoke an offer, the Owner may Cancel the home improvement contract until midnight of the third business day after the day on which the Owner has signed an agreement or offer to purchase relating to such contract. Cancellation occurs when written notice of cancellation is given to the home improvement Contractor. Notice of cancellation, if given by mail, shall be deemed given when deposited in a mailbox properly addressed and postage prepaid. Notice of cancellation shall be sufficient if it indicates intention of Owner not to be bound. Additional materials and labor not included in original contract, will be agreed upon in writing and added to the total cost. Any contractor, subcontractor, or materialman who provides home improvement goods or services pursuant to your home improvement contract and who is not paid may have a valid legal claim against your property, known as a mechanic's lien. Any mechanic's lien filed against your property may be discharged. Payment of the agreed upon price under the home improvement contract prior to filing of a mechanic's lien may invalidate such lien. The owner may contact an attorney to determine his rights to discharge a mechanic's lien.

Terms: I agree to purchase and pay for the material and labor described above, within the terms agreed upon.

Date: \_\_\_\_\_ Purchaser

Date: \_\_\_\_\_  
Joseph J. DeLorenzo, President Contractor

## TYSON ROOFING & SIDING

Matt Tyson  
984 Elmgrove Rd  
Roch., NY 14624  
585-247-2503

Date 8/8/2015  
Name Parma VFW  
Address 550 Peck Rd.

### ESTIMATE FOR NEW ROOF

Materials :

30 yr. Architectural Shingles  
Aluminum edging  
Ridge vent replacement

Side entryway roof	\$400
Gutters (@ 150')	\$1,200
fascia replacement where needed and wrapped with aluminum (@180')	\$1,000

*26000.00*

Removal of all debris  
Ten Year Gaurantee on all labor

Work will be finished 2-3 days from start



# QUALITY HOMES OF ROCHESTER, INC.

556 Elmgrove Road • Rochester, NY 14606 • Phone: (585) 429-5400 • Fax: (585) 429-5408

## ADDENDUM TO ORIGINAL CONTRACT

Date: 9-2-2015 Name(s): PARMA PARK  
Salesman: KEN  
Job #: PARMA/TOWN/HALL Address: \_\_\_\_\_

Bld. - BATHROOM/SHOP - STRIP COMPLETE (ICE WATER FELT)  
LIFETIME ARCH SHINGLES 4760<sup>00</sup>

PAVILLION - ARCH SHINGLES OVER TOP EXISTING 2565<sup>00</sup>

SHOP - REPLACE MISSING SHINGLES (PARMA SUPPLY?) N/C

(PARMA TO PICK COLORS OF ALL SHINGLES)

PECK RD.) REPLACE FACIA WRAP IN BROWN COIL 760<sup>00</sup>

Gutters + DSP. Complete Bld. 6" 1498<sup>00</sup> (RAOOR)

REPLACE ROOF (RS) STEEL & SHINGLES 1090<sup>00</sup>

REPLACE BACK ROOF (8X5) 340<sup>00</sup> 3,678<sup>00</sup>

REPAIR ANY A. SOFFITS AS NEEDED VINYL N/C

TRASH FOR ALL WORK DEBRIS REMOVAL 275<sup>00</sup>

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Phone: 585-429-5400

Fax: 585-429-540

HW 10 10/2002

Schedule C - Oil Water Separator Quotes



November 3, 2015

John Paul Schepp  
Chatfield Engineers  
2800 Dewey Avenue  
Rochester, NY 14616

Phone: 585-227-6040  
Fax:

Subject: HQI Quotation # UG-11-02-NY-15  
Ref: 350-gallon OWS

Dear John:

We are pleased to submit our proposal:

*Item 1:* (1) HQI HQB342 Cylindrical Gravity Displacement Oil Water Separator will remove essentially 100% of all free and dispersed non-emulsified oil from the water stream larger than 20 microns in diameter with a specific gravity of .92 or less at a design temperature of 40° F to 80°F. The separator is designed for underground installation and will be a single wall, steel tank that is built in accordance with UL 58 and corrosion protected in accordance with UL 1746.

Included with the system:

- . Design Flow: 0-35 GPM Size 3'-6" Dia. X 6' Long, 350 gallons total capacity.
- . (1) 19" square manhole with 30" extension to service and maintain coalescing plates and to remove sludge.
- . 4" Inlet/Outlet - 150 lb. flange.
- . Parallel corrugated plate coalescer designed to remove oil droplets greater than 35 microns with a Reynolds Number of less than 500.
- . Removable Stainless Steel basket with MycelX® snippets media designed to remove oil droplets greater than 20 microns.
- . Exterior sandblasted to SSPC-SP10 and coated with a 75 mils urethane per ACT-100U. Interior not coated.
- . Fittings for vent, oil pump out, sludge pump out, gauging, and lifting lugs

108 Pond Street · Seekonk, MA 02771  
Phone 508-399-5771 · Fax 508-399-5352

\$ 7,100 plus options  
B 9,990 w/options

\$ 9,690



PRICE: F.O.B. Manufacturing Facility

\$ 7,100.00

**Option(s):**

Hold down straps w/ turnbuckles (set of 2)	\$ 350.00
Internal coating with coal tar epoxy to 16 mils MDFT	\$ 800.00
Level Indicating system (Hi & Hi-Hi Oil), NEMA4 panel	\$ 1,440.00
Isolation Spool Pieces w/Dielectric Gaskets	<del>\$ 300.00</del> No

~~\$ 2,890~~  
5

**DESIGN DATA:**

HQI will provide analysis, which indicates that, at the calculated overflow rate, the separator will be provided with the required square feet of projected plate separation area to achieve the specified performance under laminar flow (i.e. Reynolds Number of less than 500) conditions. Calculations shall take into account the rate of flow, potential surge flow, influent concentrations, particle characteristics, fluid temperature, fluid specific gravities, and pH. If required, calculations signed by a registered professional engineer can be provided for an additional fee.

**TERMS OF PAYMENT:**

30% down payment with purchase order.  
Balance 2%10; net 30 days from date of shipment.

**WARRANTY:**

- Oil Water Separator tank 10 years on external corrosion.
- Oil Water Separator Accessories and Treatment Equipment One (1) years on material and workmanship only.

**TAXES:**

Our price does not include any taxes or duties that may apply to this transaction.

**DELIVERY:**

Delivery approximately 2-4 weeks after receipt of down payment. PLEASE NOTE: Delivery is based on current shop load rate. An accurate delivery time will be given at time of order. Any option(s) included in purchase order may increase delivery time.

We look forward to working with you on this project. If you have any questions or require additional information, please contact me.

Very truly yours,

108 Pond Street · Seekonk, MA 02771  
Phone 508-399-5771 · Fax 508-399-5352

QUOTATION #MI-15105-5

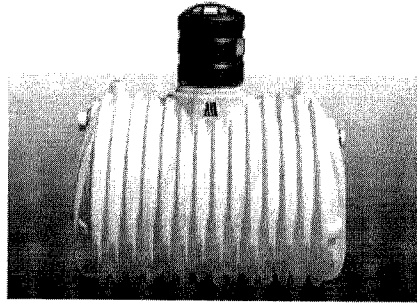


**MERCER INTERNATIONAL INC.**  
WASTEWATER TREATMENT SYSTEMS

April 3, 2015

**John Paul Schepp, PE**

Chatfield Engineers, P.C.  
Vice President  
(585) 227-6040 Work  
(585) 732-8811 Mobile  
(585) 544-1447 Home  
jpschepp@chatfieldengineers.com  
Chatfield Engineers, P.C.  
2800 Dewey Avenue  
Rochester, NY 14616



Supply one (1) Mercer International, Inc. **Compliance Master** oil/water separator, Model MI-B25-PE rated at 5-25 gpm. Unit is a cylindrical, gravity-displacement, high-density polyethylene separator tank with nominal oblong dimensions of 51" wide x 102" long. The following standard features shall be included:

- Coalescer Ball technology; with removable knit, pull-string bags filled with polypropylene coalescer balls for oil removal.
- Full-size 4" PVC inlet fitting.
- Large 20" diameter (nom.) cylindrical manway for easy removal of components with removable cover.
- Coalescer ball retention baffles, inlet and outlet.
- Inlet manifold piping for flow distribution, 4" throughout.
- Coarse oil/solids separating zone.
- 2" solids access fitting for inlet chamber, available.
- Outlet manifold down pipe, 4" throughout.
- Full-size 4" PVC outlet fitting.
- Gaskets and stainless steel hardware for tank.
- Units shall be shipped assembled (hydraulic testing in field by others).
- Installation, Operation and Maintenance Manual.

Total Base Price..... \$7,995.00  
For Flows up to 50 gpm.....\$8,995.00

options # 5,485

(Continued on page 2)

\*\*\* 39 West Main Street, Mendham, NJ, 07945 USA \* Tel: +973-543-9000 \*\*\*



Sales • Application • Implementation  
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QUOTATION  
October 30, 2015  
Page 1

To: Chatfield Engineers

Attn: JP Schepp, P.E.

Subject: Town of Parma Highway Department Oil Water Separator

JP,

As requested, please find below our proposal for the supply of:

One (1) Highland Tank Model HTC, 350 Gallon HighGuard Oil Water Separator as follows:

Application: Underground  
Type: SINGLE WALL  
Material: Mild Carbon Steel  
Diameter: 3'6" Length: 6'0"  
Steel Thickness per UL 58 Standard.  
Flow Rate: 35 GPM  
Inlet: 4" Flanged Spool, Outlet: 4" Flanged Spool  
Oil Pump Out Mount: 4" NPT Level Sensor Mount: 2" NPT  
Vent Size: 2"  
Exterior Coating: HIGHGUARD

\$17,000

One (1) HighGuard Packet w/10-yr warranty/installation/maint instructions  
Ship loose

One (1) Interior Polyurethane

One (1) Polyurethane Exterior Touch Up Kit

One (1) 2" Level Sensor Pipe (Ship Loose)

One (1) 4" Pump Out Pipe (Ship Loose)

One (1) Coalescer (Installed)

One (1) Pull Rod (Ship Loose)

One (1) 30" Dia. Manway w/38" Bolt-on Extension, Gaskets, Nuts and Bolts

One (1) HTAP2 2 Channel Alarm Panel

One (1) 2 Float Level Sensor

Two (2) Polyester Hold-down Strap w/Galvanized TB, wire rope and 2 clamps

Two (2) Concrete Deadman (CDA-15) Deadman installations assume:

- Tank buried at least 36"

- Void area of one 24" access sump

- Certain Tank Sizes require an 8" Concrete Pad at grade over the tank (See Literature Chart)

- Price: \$17,000.00 Net each FOB factory, freight included to Parma NY
- Shipment: 8 weeks after approval of submittal data. Please allow 2 weeks for drawings for approval if required.
- Standard Terms and Conditions, on the attached page, are incorporated in this quotation.
- Prices quoted shall remain firm 30 days.
- Terms of payment are Net 30 days after shipment.

Please let me know if you have any questions,

Regards,

Wayne



**QUOTATION #MI-15105-5**

Optional Accessories (partial list):

- Level indicator for high liquid level and high oil level in separator, including audio/visual control panel (custom fit)..... \$1,750.00
- 2" solids access fittings and pipe extensions (up to 30").....\$150.00 ea
- Manway extension (below grade installations-6", 15", 24" or 30").....\$300.00
- Manway reinforcing ring (above grade installations).....\$650.00
- Exterior paint for outdoor, above-grade installation (U.V. protection).....\$500.00
- Hold-down straps, if required for high water table.....\$250.00
- Coalescer bag removal hook (w/ 6' extension).....\$35.00
- Spare coalescer balls in knit mesh bags, one set.....\$1,850.00
- Custom accessories, upon request

\$5,485.00

Supervisory Start-up Service pricing is available, upon request.

Terms: Payment due before delivery, or as mutually agreed. Mercer now accepts Visa, MC and AMEX.

Delivery: f.o.b. factory. If unit is not in stock allow 4 weeks after receipt of approved general arrangements drawing. Prices are valid for 30 days.

Thank you for this opportunity to supply this quotation, we'd be happy to answer any questions that you may have regarding this quotation for your specific application.

Very truly yours,



Andre Ellman  
Director of Business Development