

Parma Town Board meeting held on Tuesday, December 5, 2023, at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY.

**ATTENDANCE**

Supervisor  
Councilperson  
Councilperson  
Councilperson  
Councilperson

James Roose  
Linda Judd  
Tina Brown  
Dave Ciufu  
Mark Acker

Town Clerk  
Dir. of Parks and Recreation  
Building Department  
Highway Supt.

Carrie Fracassi  
Tom Venniro  
Luke McGrath  
Jim Christ

FILED  
TOWN CLERK'S OFFICE  
12/20/2023  
TOWN OF PARMA

**OTHERS IN ATTENDANCE**

Matt Horn (MRB Group), Tim Jobes, Debra Hebing, Don Sigler, Mike Weldon.

**CALL TO ORDER**

Supervisor Roose called the meeting to order at 6:30 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.

**REGULAR MEETING MINUTES – NOVEMBER 21, 2023**

**RESOLUTION No. 291-2023** Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the Minutes of the regular meeting held on November 21, 2023, as presented.

**Motion carried:** Aye 5 (Roose, Judd, Brown, Ciufu, Acker)  
Nay 0

**TOWN CLERK REPORT**

The Town Clerk reported the Town Clerk and VFW reports for November 2023 were submitted to the Supervisor's Office and emailed to the Board. The Monroe County Town Clerk Association meeting will be held at the Town Hall on Thursday.

**HIGHWAY DEPARTMENT REPORT**

Supt. Christ had no report.

**PARKS AND RECREATION REPORT**

Tom Venniro reported there have been 10,517 program registrations in 2023 to date up from 8,097 program registrations in 2022. Senior programming numbers continue to increase. Advertising for two vacancies in the Recreation Department will begin shortly. Winter planning is underway, and they are looking at projects for 2024.

The Hilton Holiday on Main Street will be held this Saturday, December 9<sup>th</sup> from 3:30 p.m. to 6:00 p.m. with the tree lighting taking place at 5:45 p.m. Planning continues for the Solar Eclipse taking place on Monday, April 8, 2024.

### **BUILDING DEPARTMENT REPORT**

Luke McGrath said this time of year is slower in the department. They are following up on open permits to get them closed out. Ricky is in his last class and then he will be able to take his certification test.

### **LIBRARY REPORT**

There was no report.

### **PUBLIC FORUM**

Supervisor Roose asked if there were any citizens who would like to address the Town Board with any concerns.

Debra Hebing said the Chamber of Commerce is still in need of a representative from the Town at the Chamber Meetings. Councilperson Brown said she will go.

Matt Horn, MRB Group, provided the Board with the framework for the Comprehensive Plan. He said there has been a lot of public feedback, more than double what surrounding communities had. The Steering Committee has been very helpful putting the framework in place while working towards the vision of the community into the future.

Mr. Horn reviewed and explained the Vision Statement, the Values to use when determining projects moving forward and the Priority Policy Areas for the Town. Tim Jobses asked whether they thought the questions asked on the survey were helpful/relevant. Debra Hebing is part of the Steering Committee and said she felt it was, there were very specific questions, but there were open-ended questions that people could add additional information that they wanted to share with the committee. Mr. Horn said the Committee will be meeting with focus groups over the next couple of months and should have a draft to the Board in the spring. There was discussion about what happens after the Masterplan is approved and what that process looks like as far as changes to the Zoning Code. The Board was happy with how the process is going.

### **BUSINESS ITEMS**

#### **GATES AMBULANCE CONTRACT**

There was discussion about the contract with Gates Ambulance. The Contract is for the service to be provided and will be a 4-year contract instead of a 2-year contract like the first contract. There was a verbal discussion that there would be an increase in the cost for the service from .46 cents per 1,000 of assessed value to .51 cents per 1,000 of assessed value. The Board would like to see in writing the request for an increase and why they are looking for an increase. The ambulance district will be receiving more funds because of the townwide assessment that will

take place in the next year. Supervisor Roose will reach out to Gates Ambulance and this agenda item will be discussed at a future meeting.

### **MONROE AMBULANCE CONTRACT RENEWAL**

Supervisor Roose said there is no change to the new contract from the current contract. Councilperson Brown said the year in the contract needs to be changed from 2023 to 2024.

**RESOLUTION NO. 292-2023** Motion by Councilperson Brown and seconded by Councilperson Acker, to authorize the Supervisor to sign a contract with Monroe Ambulance for ambulance services for the Town of Parma within the Hilton Fire District Boundary Line for the term beginning on January 1, 2024, and ending December 31, 2024.

**Motion carried:** Aye 5 (Roose, Judd, Brown, Ciufu, Acker)  
Nay 0

### **APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDANT – DON SIGLER**

**RESOLUTION NO. 293-2023** Motion by Councilperson Judd, seconded by Councilperson Ciufu, to appoint Don Sigler as Deputy Highway Superintendent with an effective date of December 4, 2023, at a pay rate of \$32.00/hour.

**Motion carried:** Aye 5 (Roose, Judd, Brown, Ciufu, Acker)  
Nay 0

### **INFORMATIONAL**

Dave Crumb is working to have a land marker placed at the corner of 259 and Ridge Road (Parma Corners) detailing the history of that property.

### **LIAISON REPORTS**

\*\*Councilperson Acker reported there were no commercial projects on the agenda for the Planning Board, only small property mergers.

\*\*Councilperson Brown said there will be a Recreational Meeting next week. A second Special Police car has been received and will be registered this week.

\*\*Councilperson Judd reported Becky Tantillo will be the interim Librarian until the permanent Librarian can start. Library Board meetings will go back to being held on Tuesdays in the morning.

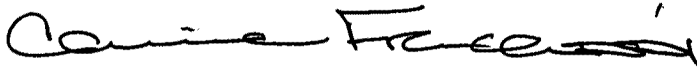
\*\*Councilperson Ciufu reported the Zoning Board has been very busy. There were 7 applications on the agenda last month.

There was no further business before the Town Board, Councilperson Brown made a motion to adjourn the meeting at 7:28 p.m., seconded by Councilperson Ciufu and all were in favor.

Town of Parma Town Board  
December 5, 2023

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Respectfully submitted,

A handwritten signature in black ink that reads "Carrie Fracassi". The signature is written in a cursive style with a prominent initial "C" and a distinct "F".

Carrie Fracassi  
Parma Town Clerk