

Parma Town Board meeting held on Tuesday, October 3, 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  
Highway Supt.

Carrie Fracassi  
Tom Venniro  
Jim Christ

FILED  
TOWN CLERK'S OFFICE  
10/18/2023  
TOWN OF PARMA

### OTHERS IN ATTENDANCE

Tony Collichio, Tim Jobes, Donald Watt, 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 – SEPTEMBER 19, 2023

**RESOLUTION No. 247-2022** Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the Minutes of the regular meeting held on September 19, 2023, as presented.

**Motion carried:** Aye 5 (Roose, Judd, Brown, Acker)  
Abstain 1 (Ciufu)  
Nay 0

### TOWN CLERK REPORT

The Town Clerk reported the Town Clerk Report for September 2023 has been completed and submitted to the Supervisor's Office and emailed to the Board. The VFW report for September 2023 has been completed and will be emailed to the Board later this week.

### HIGHWAY DEPARTMENT REPORT

Supt. Christ reported the Department finished County work. They are picking up brush and working on the property on Collamer Road. Supt. Christ hopes to be able to remove the bins from the Omega Property this year.

### PARKS AND RECREATION REPORT

Tom Venniro reported Park and Recreation Revenue from January to current date 2023 is \$605,424.00.

**Fall Programming:** A full list of fall programming is available online.

**Solar Eclipse:** An informational site has been launched for the Solar Eclipse (April 2024).

**Upcoming Events:**

Make a Difference Day: October 28, 2023

Halloween Trunk or Treat Event: October 31, 2023

Hilton Holiday Celebration on Main Street: December 9, 2023

**Parks Update:**

Cadet Football is ongoing in the park; Cyclocross Event will be held on Sunday, October 8, 2023, and the Cross-Country County Meet will be on Saturday, October 21, 2023.

**Dog Park Update:**

Fencing and curb work is being completed as weather and time allow.

**BUILDING DEPARTMENT REPORT**

There was no report.

**LIBRARY REPORT**

Amy Hogue, Library Director, said Tuesday Funday with Teens has been a popular program. There is a Friends of the Library Book sale on October 19-21<sup>st</sup> and a trick or treat event being held on Saturday, October 21<sup>st</sup> from 10 am. to 2 pm.

**PUBLIC FORUM**

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

Tony Collichio, 4768 Ridge Road West, explained that he has a project on Ridge Road that has been in progress since July. He stated he has lived in Parma his whole life and in 1986 opened Twin Auto Sales on Ridge Road and in 2009 purchased 4768 Ridge Road and renovated it to what it is today. The parcel is 4 acres and his plans for the parcel includes a warehouse/storage development. The moratorium put in place has stopped development. He does not think that it is fair to him after he has already invested time and money in the project. He said he realizes this was done to keep Dollar General out of the Town, but it is not fair he has been caught up in it. He would like the Board to consider letting him move forward with the project. Supervisor Roose said he understands this has affected his project and he can talk to the Town Attorney to see if anything can be done.

Tim Jobes, Collamer Road, said he was not aware of a moratorium and asked why it was put in place. Supervisor Roose said it was put in place to allow the Town to review and update the masterplan. Mr. Jobes asked if there would be any buildings on the Collamer Road process. Supt.

Christ said if anything, maybe a shed; this property will be for storage of materials and brush. Mr. Jobes asked if a change can be made to the Code to reflect that fencing should either be new or look new; a person behind him put up a rusty old fence and when he contacted the Building Inspector, the Building Inspector said it looks fine and that the code does not dictate what the fencing needs to look like. Supervisor Roose said he will look at the code and that is something that can be looked at in the masterplan review/update.

Donald Watt, Dunbar Road, asked if the new culvert being put in will cause flooding issues with the water running down behind their yards. Supt. Christ said this will work the way it is supposed to by drawing the water off the property at 287 Dunbar and to the creek; this will not add any additional water to the creek or create flooding.

Tim Jobes asked when the Town helps other Towns with road work how does that work financially. Supt. Chris said if it is a County Job, the County reimburses the Town per hour per person and per hour per piece of equipment. If it is a Town job, we help them and they help us when needed.

**BUSINESS ITEMS**

**LORETTA DRIVE/EDWARD LANE GRANT**

**RESOLUTION No. 248-2023** Motion by Councilperson Brown, seconded by Councilperson Ciufu, authorizing the implementation, and funding in the first instance of the State Multi-Modal Program – aid eligible costs, of a capital project, and appropriating funds, therefore.

WHEREAS, a Project for the Highway Construction of Edward Lane and Loretta Drive, P.I.N. D026575 (the “Project”) is eligible for funding under New York State’s Multi-Modal Program administered by the NYS Department of Transportation (NYSDOT); and

WHEREAS, the Town of Parma desires to advance the Project by making a commitment of 100% of the costs of work for the Project or portions thereof; and

NOW, THEREFORE, the Town of Parma Board, duly convened does hereby;

RESOLVE, that the Town of Parma Board hereby approves the above-subject Project; and it is hereby further,

RESOLVED, that the Town of Parma Board hereby authorizes the Town of Parma to pay in the first instance 100% of the cost of the Highway Construction phase(s) of work for the Project or portions thereof; and it is further,

RESOLVED, that the sum of \$50,000.00 is hereby appropriated from Road Repair Fund and made available to cover the cost of participation in the above phase(s) of the Project; and it is further,

RESOLVED, that in the event the costs of the phase(s) exceeds the amount appropriated above, the Town of Parma Board shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Highway Superintendent thereof, and it is further,

RESOLVED, that the Supervisor of the Town of Parma be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Multi-Modal Program Funding on behalf of the Town of Parma with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of Project costs and all Project costs that are not so eligible, and it is further,

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further;

RESOLVED, that this Resolution shall take effect immediately.

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

### **EMPLOYEE ASSISTANCE PROGRAM CONTRACT**

**RESOLUTION No. 249-2023** Motion by Councilperson Ciufu, seconded by Councilperson Judd, to authorize the Supervisor to sign the Employee Assistance Program Contract for 2023/2024.

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

### **PRESENT TENTATIVE BUDGET – SET PUBLIC HEARING**

Supervisor Roose said the Tentative Budget was sent out to Board Members along with an amendment.

**RESOLUTION NO. 250-2023** Motion by Councilperson Brown, seconded by Councilperson Acker, to schedule the Public Hearing for the 2024 Preliminary Budget for Wednesday, November 8, 2023, at 6:30 pm to be held at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York at which hearing all interested persons shall be heard concerning the subject matter thereof.

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

### **SURPLUS HIGHWAY EQUIPMENT – AUCTION**

**RESOLUTION NO. 251-2022** Motion by Councilperson Judd seconded by Councilperson Ciufu, to authorize the disposal of the following Highway Equipment through auction.

\*Disposal of Items - please note if junked, donate d etc. in "REMARKS" column

DATE: 10/02/23

DEPARTMENT: Highway

TAG #	DESCRIPTION / MANUFACTURER	MODEL	SERIAL #	ACQUIRED FROM	COST	REMARKS	DATE	EQUIP/ VEH. #
	2014 FORD F150	FORD	1FTEX1EM6BKE42943			GOING TO AUCTION	Oct-23	3
	2005 CHEVY UTILITY TRUCK	CHEVY	1GBJC34U45E302948			GOING TO AUCTION	Oct-23	4
	2010 FORD STAKE BODY TRUCK	FORD	1FDWF3E56AEA23605			GOING TO AUCTION	Oct-23	9
	2015 VOLVO EXCAVATOR	VOLVO	ECR88D			GOING TO AUCTION	Oct-23	63
	MISC TRES					GOING TO AUCTION	Oct-23	

PREPARED BY : Kim Ledtke  
 NAME  
 Highway Superintendent Secretary  
 TITLE

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

**SNOW AND ICE AGREEMENT**

Supt. Christ said reimbursement will come from FEMA versus NYS and will increase by 12.5% with this contract. Total reimbursement will be over 30%.

**RESOLUTION NO. 252-2023** Motion by Councilperson Ciufu, seconded by Councilperson Acker to authorize the Supervisor to sign the Snow and Ice Agreement for the 2023-2024 season with annual renewals.

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

**RECREATION LEADER POSTING**

The Recreation Department is looking to advertise/canvas for the vacant position of Full-time Recreation Leader. If approved, the first step would be to post the position via Suburban News, Town Bulletin, Website, Email, social media and Local Park and Recreation Societies. If no qualified candidates emerge, they will request access to the list of candidates signed up to take the Civil Service test.

**RESOLUTION NO. 253-2023** Motion by Councilperson Judd, seconded by Councilperson Brown to authorize the Recreation Department to advertise/canvas for the vacant position of Full-time Recreation Leader.

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

**PARKS DEPARTMENT JOHN DEERE MOWER PROCUREMENT**

The Parks Department is seeking resolution to procure a 72" John Deere Z970R ZTrak Mower with accessories and attachments at a cost of \$16,722.86 under NY State Grounds Maintenance Equipment, Attachments, and Accessories Contract PC69683. This will replace 2 older eXmark mowers. The Two eXmarks, were scheduled to be replaced in the next two years and have

recently broken down with major mechanical issues. They will be repaired so they are sellable at a fair price and will ask the Board to dispose of those at a future meeting. The purchase will be a capital expense to be expended to the Parks Capital Equipment Line in the “A” fund. Money will be added back into the line when the old equipment is sold.

**RESOLUTION NO. 254-2023** Motion by Councilperson Ciufu, seconded by Councilperson Brown to authorize the purchase of a 72” John Deere Z970R ZTrak Mower with accessories and attachments at a cost of \$16,722.86 under NY State Grounds Maintenance Equipment, Attachments, and Accessories Contract PC69683. This will be a capital expense to be expended to the Parks Capital Equipment Line in the “A” fund.

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

**DOG PAVILION ROOF**

The Parks Department is asking for Town Board resolution to secure roofing services from Carlyle Horst Construction not to exceed an amount of \$7,400 pending no further bids are received by the end of the workday on Wednesday, October 4, 2023. An attempt was made to secure quotes from two other companies, but they missed the deadline. Should they receive a lower quote from one of those two companies if they are similar in product/services they would accept that quote.

**RESOLUTION NO. 255-2023** Motion by Councilperson Judd, seconded by Councilperson Acker to put a new roof on the pavilion incorporated within the dog park in an amount not to exceed \$7,400.00.

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

**2022 TOWN FINANCIAL AUDIT**

**RESOLUTION NO. 256-2023** Motion by Councilperson Ciufu, seconded by Councilperson Acker to acknowledge and accept the 2022 Town Financial Audit.

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

Councilperson Judd said the audit shows the Town has not been tracking its assets and this has been called out in previous audits, so she would like to make sure the Town starts doing this. The Board agreed that this should be done. Supervisor Roose said he will talk to the Finance Department about this.

**INTRODUCTORY LAW NO. 4-2023**

**A LOCAL LAW PROPOSED TO ADD CHAPTER 160 TO THE CODE OF THE TOWN OF PARMA (SEWER USE)**

Supervisor Roose said the Town needs to adopt a Sewer Use Law to continue receiving reimbursement from the State in regard to the project at the Lake.

**RESOLUTION No. 257-2023**

Motion by Councilperson Judd, seconded by Councilperson Brown,

WHEREAS, the Town of Parma desires to protect the public health, safety and welfare of the Citizens of the Town of Parma by adding a Sewer Use Law to the Code of the Town of Parma; and

WHEREAS, it is necessary to hold and conduct a Public Hearing to consider the enactment of Local Law No. 4-2023;

NOW, THEREFORE, be it resolved by the Town Board of the Town of Parma, Monroe County, New York as follows:

SECTION I: The Town Board of the Town of Parma shall hold and conduct a Public Hearing on Introductory Local Law No. 4-2023, a local law proposing to add Chapter 160 to the Code of Parma (Sewer Use) which Public Hearing shall be held and conducted at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY on the 17th day of October, 2023 at 6:30 p.m. at which hearing all interested persons shall be heard concerning the subject matter thereof. The Local Law proposes to establish a Sewer Use Law.

SECTION II: That the complete text of such Local Law is presently on file at the Office of the Town Clerk where it may be examined by all interested persons during normal business hours.

SECTION III: That the Town Clerk shall give due notice of such Public Hearing as required by law.

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

**INFORMATIONAL ITEMS**

**LIAISON REPORTS**

\*\*Councilperson Acker reported the Planning Board along with the residents have worked out a resolution for the water issue on County Village Lane and a fill permit has been issued.

\*\*Councilperson Brown reported that Supervisor Roose has found a way to get radios for the Special Police less expensively; they will continue working on this and how many radios to get.

\*\*Councilperson Judd reported that Ryan Rockefeller is doing a really great job with the Eclipse Planning. She has mailed water surveys to all residents on Payne Beach, Moul, Curtis, Collamer, and Bennett Roads. She hopes to have enough information in a couple weeks and will report findings back to the Board.

Town of Parma Town Board  
October 3, 2023

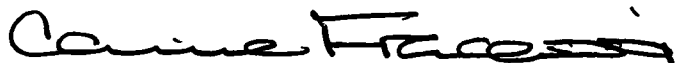
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\*\*Councilperson Ciufu said at the Zoning Board meeting, Braided Acres withdrew their application to have a food truck operating on the property but will be back for the sign at the next meeting. Another application withdrew their request due to size and neighbor comments. Two other applications were approved.

Tim Jobs asked why the sign at Braided Acres is still in place, if it is illegal and why there are no consequences by the Town for breaking the rules as is also the case with the amount of fill being brought into the Collamer Road (Cold Storage Site). Supervisor Roose said they are investigating what is happening on Collamer Road.

There was no further business before the Town Board, Councilperson Brown made a motion to adjourn the meeting at 7:40 p.m., seconded by Councilperson Ciufu and all were in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Carrie Fracassi". The signature is written in a cursive style with a large initial "C".

Carrie Fracassi  
Parma Town Clerk