

Parma Town Board meeting held on Tuesday, February 21, 2023, at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY.

FILED
TOWN CLERK'S OFFICE
3/22/2023
TOWN OF PARMA

ATTENDANCE

Supervisor	James Roose
Councilperson	Linda Judd
Councilperson	Tina Brown
Councilperson	Dave Ciufu (Excused)
Councilperson	Mark Acker (Excused)
Town Clerk	Carrie Fracassi
Building Department	Mark Lenzi
Dir. of Parks and Recreation	Tom Venniro
Highway Supt.	Jim Christ

OTHERS IN ATTENDANCE

Rick Nawrocki, Mike Weldon, and other unidentified members of the public.

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 – JANUARY 17, 2023

RESOLUTION No. 68-2023 Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the Minutes of the regular meeting held on January 17, 2023, as presented.

Motion carried: **Aye 3 (Roose, Judd, Brown)**
 Nay 0
 Excused 2 (Acker, Ciufu)

TOWN CLERK REPORT

The Town Clerk/Tax Receiver reported all tax money due to the Town has been turned over to the Finance Director and payments are being made to the County for their portion of the collection. Based on how our office handled collection this year, I will be looking at eliminating the need to have M&T process tax payments for the Town and County collection period which will be a savings to the Town. M&T will continue to be used during the school tax collection period because that collection is so quick and short; the school pays for M&T during that collection.

HIGHWAY DEPARTMENT REPORT

Supt. Christ reported the crews have been working to clear the land on Collamer with the hopes of being able to use the land by Spring. Supt. Christ met with the County Representative for

upcoming road work. There will be very little roadwork in Parma this year; but there are two big jobs in Greece our crews will be working on.

PARKS AND RECREATION REPORT

Tom Venniro reported the Parks Department is finishing up the work in their building that has been ongoing for a couple years. The VFW project will be starting soon. They are planning to have the new parking areas at Town Hall completed by mid-May.

Recreation held two events recently. The Sweetheart Dance was held with approximately 140 people in attendance. There was a DJ, refreshments and professional pictures taken throughout the evening. Food Truck Friday was held last week. This was the first food truck event held during the winter and business was steady. A soft opening of the new Toddler Room went well and the room will be open on Mondays soon.

BUILDING DEPARTMENT REPORT

Mark Lenzi reported there have been a lot of complaints regarding the sewer project. Those calls and emails have been forwarded to MRB and they have been very timely in their responses to residents.

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. There were none.

BUSINESS ITEMS

MRB MASTER (COMPREHENSIVE) PLAN PROPOSAL

RESOLUTION NO. 69-2023 Motion by Councilperson Brown and seconded by Councilperson Judd, to authorize the Supervisor to sign the Proposal for the Master (Comprehensive) Plan with MRB in an amount not to exceed \$48,975.00.

Motion carried: **Aye 3 (Roose, Judd, Brown)**
 Nay 0
 Excused 2 (Acker, Ciufu)

RESIGNATION OF DON WELLS, ASSESSOR

Supervisor Roose said the Assessor is retiring after 21 years with the Town of Parma.

RESOLUTION NO. 70-2023 Motion by Councilperson Brown, seconded by Councilperson Judd, to accept the retirement of Don Wells, Assessor with regrets effective February 24, 2023.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

APPOINTMENT OF CHARLENE STEPHANY, ASSESSOR

RESOLUTION NO. 71-2023 Motion by Councilperson Judd and seconded by Councilperson Brown to appoint Charlene Stephany as Assessor effective February 21, 2023, at the salary of \$68,500.00.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

HIGHWAY AGREEMENT EXPENDITURES OF HIGHWAY MONEY

RESOLUTION NO. 72-2023 Motion by Councilperson Brown, seconded by Councilperson Judd, to authorize the board to sign the agreement for the 2023 expenditure of highway monies between the Highway Department and the Town Board for general repairs to pavement markings, drainage culverts, general asphalt repairs and permanent improvements to Town Highways to include E. Wautoma (Delavergne) Beach Road, Spencer Road, North Shore Drive, Collamer Road, Orchard Hills Drive and Black Tern Terrace.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

NYS SNOW AND ICE AGREEMENT

Supt. Christ said this is an increase over the last Agreement and that this amount should go up again.

RESOLUTION NO. 73-2023 Motion by Councilperson Judd, seconded by Councilperson Brown, to authorize the Supervisor to sign the agreement to amend the Extended Indexed Lump Sum Municipal Snow and Ice Agreement with the State of New York, which will change the amount that the Town will be reimbursed to \$314,676.32 for the 2022/2023 season; the ending date to be June 30, 2024.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

HIGHWAY DEPARTMENT – BOBCAT PURCHASE

Supt. Christ said the Department purchased a bobcat in 2020 and that with this purchase he will be able to rotate the equipment, keeping it in good shape, so that the 2020 bobcat can be auctioned off for a good price and before higher levels of maintenance is required on the equipment.

RESOLUTION NO. 74-2023 Motion by Councilperson Brown, seconded by Councilperson Judd, to approve the purchase of a T66 T4 Bobcat Compact Track Loader for the amount of \$72,274.79. The funds for this purchase to come 42% from DA and 58% from DB funds.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

PREPAIDS

RESOLUTION NO. 75-2023 Motion by Councilperson Judd, seconded by Councilperson Brown, to approve the Prepaids as presented in the amount of \$8,917.54.
Prepaids for Approval February 21, 2023

Date	Check #	Vendor	GL Expense	Amount	Check Total	Description	Bank
01/20/23	1497	Dock Hardware	AOO 571.7110.210.00	2,500.00	2,500.00	pallet shelving	Z99 1.110
01/20/23	1498	NYS Unemployment	AOO 2.601	106.84	106.84	4th qtr 2022	Z99 1.110
01/20/23	1499	Petty Cash - Library	LOO 574.7410.492.00	90.38	90.38	program supplies	Z99 1.110
01/20/23	1500	Monroe County Clerk	AOO 516.1420.474.00	70.00	70.00	easement recording	Z99 1.110
01/31/23	ACH	CNB	AOO 590.9060.810.00	345.00			
			BOO 590.9060.810.00	960.00	1,305.00	HSA 1st qtr	Z99 1.110
02/02/23	1431	David Williams	TAO 2.018	160.78	160.78	NYSLRS overpayment	Z99 1.130
02/07/23	ACH	NYSLRS	TAO 2.018	3,135.80	3,135.80	January reporting	Z99 1.130
02/10/23	1502	Moonlight Music	AOO 570.7310.489.42	295.00	295.00	sweetheart ball music	Z99 1.110
02/10/23	1503	Fracassi-Tax Receiver	AOO 516.8989.401.00	1,253.74	1,253.74	TWC property taxes	Z99 1.110
				8,917.54	8,917.54		

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

BUDGET TRANSFERS - 2022

RESOLUTION NO. 76-2023 Motion by Councilperson Brown, seconded by Councilperson Judd, to approve the Budget Transfers for 2022 as presented in the amount of \$11,531.71.

BUDGET TRANSFERS FOR 2022

February 21, 2023

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO 516.19900400.00	Misc Contingency	2,324.81	AOO 516.1620.425.00	Maintenance Supplies	875.37	Venniuro
			AOO 516.1620.460.00	Contracted Services	467.98	Venniuro
			AOO 516.1620.480.00	Misc Expenses	69.00	Venniuro
			AOO 516.1670.460.00	Contracted Services	216.43	Venniuro
			AOO 516.1670.490.00	Legal Notices	696.03	Venniuro
AOO 570.7020.140.00	Recreation Supervisor	5.87	AOO 570.7020.110.00	Recreation Director	0.04	Venniuro
AOO 570.7020.210.00	Equipment	24.32	AOO 570.7020.120.00	Asst Recreation Director	0.60	Venniuro
AOO 570.7020.451.00	Gasoline	458.97	AOO 570.7020.160.00	Recreation Assistant	908.59	Venniuro
AOO 570.7020.452.00	Vehicle Maintenance	485.76	AOO 570.7140.150.01	School BEAR Staff	1,871.72	Venniuro
AOO 570.7140.494.01	School BEAR Expense	317.42	AOO 570.7310.120.02	Vacation Club Staff	1,173.82	Venniuro
AOO 570.7310.490.22	Swimming	463.26	AOO 570.7610.110.04	Van Driver	412.02	Venniuro
AOO 570.7310.493.02	Vacation Club	1,236.68	AOO 570.7020.422.00	Equipment Repair/Rental	138.49	Venniuro
AOO 570.7310.493.42	Intro to Sports	250.49	AOO 570.7315.493.03	Basketball Youth Team	342.68	Venniuro
AOO 570.7610.490.04	Trips	121.73	AOO 570.7315.496.03	Flag Football Team	42.00	Venniuro
AOO 570.7610.492.04	Sr Crafts	13.28	AOO 570.7610.494.04	Sr Entertainment/Meal	34.57	Venniuro
AOO 570.7610.496.04	Sr Other	253.83	AOO 570.7989.490.06	Nutrition	18.23	Venniuro
AOO 570.7610.497.04	Sr Fitness	211.52	AOO 571.7110.110.00	Parks Foreman	0.06	Venniuro
AOO 571.7110.170.00	Park Attendent	936.11	AOO 571.7110.422.00	Equipment Repair/Rental	507.49	Venniuro
AOO 571.7110.490.00	Park Improvements	766.54	AOO 571.7110.425.00	Maintenance Supplies	95.47	Venniuro
AOO 575.7510.210.00	Office Equipment	500.00	AOO 575.7520.442.00	Telephone	22.99	Venniuro
AOO 575.7510.441.00	Gas & Electric	73.07	AOO 575.7520.460.00	Contracted Services	3,103.58	Venniuro
AOO 575.7510.460.00	Contracted Services	1,329.50				Venniuro
AOO 575.7510.480.00	Misc Expenses	26.00				Venniuro
AOO 575.7520.410.00	Office Supplies	400.00				Venniuro
AOO 575.7520.430.00	Educational & Professional	200.00				Venniuro
AOO 575.7520.431.00	Books/Subscriptions	300.00				Venniuro
AOO 575.7520.480.00	Misc Expenses	298.00				Venniuro
AOO 576.7520.441.00	Gas & Electric	534.55	AOO 576.7520.490.00	Proceeds	534.55	Venniuro
		\$11,531.71			\$11,531.71	

Motion carried: **Aye 3 (Roose, Judd, Brown)**
Nay 0
Excused 2 (Acker, Ciufu)

INFORMATIONAL ITEMS

MOUL ROAD WATER DISTRICT INFORMATIONAL MEETING 3-22-23

Mark Lenzi said the Town received the Engineer Report from MRB for the Moul Road Water District. The Town will be holding an informational meeting on March 22, 2023, at 6:30 p.m. The meeting will be at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York. Post cards will be mailed to residents that would be included in the Water District. Maureen Werner, Esq. said that residents will be able to sign a legal petition approving the district at the meeting. More than 50% of the resident's in this district would need to approve of the district in order for the Town to move forward. Once the Town gets approval from the residents, the information would have to go to NYS for approval because the cost to residents will be higher than what is allowed.

EMS SERVICES

Supervisor Roose said there was a meeting with the Village, Hilton Fire Department and Monroe Ambulance to review the report for EMS Services provided in the Town/Village for January

2023. All entities are very happy with the service and Monroe Ambulance has come in well under all respond times required by New York State.

LIAISON REPORTS

**Councilperson Acker was excused. There was no report.

**Councilperson Brown said there will be a Recreation Commission meeting next week. Mike Lonville thinks the Special Police will need another car, bringing the total cars to 5, to help with upcoming events.

**Councilperson Judd reported the door count at the library is up. There has not been a Farmland and Open Space Meeting and all business with the Assessor's Office was handled tonight.

**Councilperson Ciufu was excused. There was no report.

WARRANT

RESOLUTION No. 77-2023 Motion by Councilperson Brown, seconded by Councilperson Judd to approve payment of AOO General Fund bills, in the amount of \$199,336.96.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 78-2023 Motion by Councilperson Judd, seconded by Councilperson Brown to approve payment of BOO Part Town Fund bills, in the amount of \$3,115.52.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 79-2023 Motion by Councilperson Brown, seconded by Councilperson Judd to approve payment of DAO Highway Town Wide Fund bills, in the amount of \$104,034.74.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 80-2023 Motion by Councilperson Judd, seconded by Councilperson Brown to approve payment of DBO Highway Part Town Fund bills, in the amount of \$14,203.40.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 81-2023 Motion by Councilperson Brown, seconded by Councilperson Judd to approve payment of HRS Redi-Lakeshore Sanitary Fund bills, in the amount of \$302,048.39.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 82-2023 Motion by Councilperson Judd, seconded by Councilperson Brown to approve payment of HRT Redi-Lakeshore Storm Fund bills, in the amount of \$170.00.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 83-2023 Motion by Councilperson Brown, seconded by Councilperson Judd to approve payment of HRW East Wautoma Fund bills, in the amount of \$2,632.55.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 84-2023 Motion by Councilperson Judd, seconded by Councilperson Brown to approve payment of S23 King Hamlin Sewer Fund bills, in the amount of \$403.71.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 85-2023 Motion by Councilperson Brown, seconded by Councilperson Judd to approve payment of S23 King Hamlin Sewer Fund bills, in the amount of \$4,953.00.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

RESOLUTION No. 86-2023 Motion by Councilperson Judd, seconded by Councilperson Ciufu to approve payment of TAO Trust & Agency Fund bills, in the amount of \$2,084,504.51.

Motion carried: Aye 3 (Roose, Judd, Brown)
Nay 0
Excused 2 (Acker, Ciufu)

The total to be paid is \$2,715,402.78

Town of Parma Town Board
February 21, 2023

8

It was noted that the March 7, 2023 meeting was cancelled because Hilton School District will be holding their voting at Town Hall. The next scheduled meeting of the Town Board will be March 21, 2023.

There was no further business before the Town Board, Councilperson Brown made a motion to adjourn the meeting at 7:14 p.m., seconded by Councilperson Judd and all were in favor.

Respectfully submitted,

A handwritten signature in black ink that reads "Carrie Fracassi". The signature is written in a cursive style with a large initial 'C' and a long, sweeping underline.

Carrie Fracassi
Parma Town Clerk