

Parma Town Board meeting held on Tuesday, October 17, 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  
11/13/2023  
TOWN OF PARMA

## **OTHERS IN ATTENDANCE**

Sharon Kelley, Patrick Kelley, Don Smith, Dave Snyder, Tim Jobes, Laurie LeBlanc, Lawrence LeBlanc, Judy Snyder Madson, Don Sigler, Mike Weldon, Sue Toal, Art Cosgrove, Stan Hoy, Doreen Hoy, John Yunger, Marissa Nimetz, Debra Hebing, Dave Lattuca

## **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.

## **PUBLIC HEARING**

### **LL# 4-2023 SEWER LAW**

Supervisor Roose read the following Legal Notice and noted it was advertised on the Website, the Town Billboard and in the Westside News.

**LEGAL NOTICE  
PUBLIC HEARING  
LOCAL LAW #4-2023  
TOWN OF PARMA**

PLEASE TAKE NOTICE that the Town Board of the Town of Parma shall hold and conduct a public hearing on Introductory Local Law No. 4 of the Year 2023, which Local Law proposes to add Chapter 160 of the Code of the Town of Parma (Sewer Use). Such public hearing will be held and conducted at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY 14468, on the 17<sup>th</sup> day of October 2023, at 6:30 p.m. and at which hearing all interested persons shall be heard concerning the subject matter thereof.

The Local Law proposes to establish a Sewer Use Law for the Town of Parma. A complete text of such Local Law is presently on file in the office of the Town Clerk where it may be examined by all interested parties during normal business hours.

Dated: October 4, 2023

Carrie Fracassi  
Town Clerk

The Public Hearing was opened at 6:33 p.m.

Sharon Kelley, 427 North Avenue was concerned with the language stating residents had 90 days to connect to the sewer and that they would be required to decommission their septic systems. She stated the cost is very high and that people could lose their homes because of this.

Town Attorney Werner said residents on North Avenue will not be allowed to be in the district along the lake. The Town will not be forcing a resident to hook up to a sewer that is outside of the district. In order to create a district at least 50% of residents in the district have to agree to move forward. Supervisor Roose stated it is very hard to create a sewer or water district due to cost and NYS has to approve the cost to residents. The project on the lake was funded largely by NYS due to flooding along the shore in previous years. Town Attorney Werner said the Sewer Law is from the State and the Town is required to have it in place to continue being reimbursed for the project.

Sue Toal asked how residents know if they are in a sewer district. It was explained that anyone in a sewer district will see a separate line item on their tax bill. Jim Jobes thinks there was confusion with the way the law is worded and the effect on people in a district versus not in a district. The Town Clerk explained there is a process to add to or create a district, and that process begins when residents petition the Town to create or be added to a district.

A resident stated that his daughter was unable to get a copy of the law when she came to Town Hall. The Town Clerk stated that everyone that came in or reached out to her office to receive a copy had a copy emailed to them so they could read it. There were no paper copies as the law is over 60 pages long.

Public Hearing closed at 6:45 p.m.

**NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE**  
**INTRODUCTORY LOCAL LAW #4-2023 ADDING CHAPTER 160 TO THE CODE OF**  
**THE TOWN OF PARMA (SEWER USE)**

**RESOLUTION No. 258-2023**      Motion by Councilperson Brown, seconded by  
Councilperson Acker;

WHEREAS, the Town Board of the Town of Parma did hold and conduct a Public Hearing to consider the enactment of Introductory Law #4-2023 which Public Hearing was held and conducted on the 17<sup>th</sup> day of October, 2023 at 6:30 p.m. at the Parma Town Hall, 1300 Hilton Parma Corners Road, New York; and

WHEREAS, the Town Board of the Town of Parma is desirous of enacting such Local Law; and

WHEREAS, it is necessary for the Board to consider the impact of such Local Law upon the environment pursuant to the provisions of the State Environmental Quality Review Act; and

WHEREAS, the enactment of this legislation is purely an administrative function and as such is a listed Type 2 Action, and an Action that requires no further environmental review;

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

SECTION I: That by adoption of this resolution the Town Board of the Town of Parma declares itself to be lead agency with respect to the consideration of the adoption of the proposed Local Law proposing to adding Section 160 (Sewer Use) of the Parma Town Code.

SECTION II: That the Town board finds and determines that such legislative action is a Type 2 Action and as such is an Action that will have no significant adverse environmental impact and this resolution shall be considered a Negative Declaration pursuant to provisions of SEQRA.

SECTION III: That the Town Board may take further action with respect to such proposed Local Law without further regard to SEQRA.

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

**RESOLUTION AND FINAL ORDER**  
**INTRODUCTORY LOCAL LAW #4-2023**

**A Local Law Proposed to add Chapter 160 to the Code of the Town of Parma (Sewer Use)**

**RESOLUTION No. 259-2023** Motion by Councilperson Ciufio, seconded by Councilperson Judd;

WHEREAS, the Town Board of the Town of Parma did heretofore publish Legal Notice to consider the enactment of Introductory Local Law #4-2023 adding Chapter 160 (Sewer Use) to the Code of the Town of Parma; and

WHEREAS, pursuant to Legal Notice duly published, the Town Board of the Town of Parma did hold and conduct a Public Hearing to consider such Introductory Local Law, which public hearing was held and conducted at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY on the 17<sup>th</sup> day of October 2023, at 6:30 p.m. and at which hearing all interested persons were heard concerning the subject matter thereof; and

WHEREAS, after due consideration, the Town Board is desirous of enacting such Local Law;

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

SECTION 1. That the enactment of this Local Law is a Type 2 Action in that it is a routine or continuing governmental administration and management activity, and as such the enactment of this Local Law may proceed without further regard to the State Environmental Quality Review Act.

SECTION 2. That the Town Board of the Town of Parma by adoption of this Resolution does hereby enact Introductory Local Law #4-2023 adding Chapter 160 (Sewer Use) to the Code of the Town of Parma to read and provide as follows:

**LOCAL LAW ATTACHED TO THE END OF THE MINUTES**

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

**REGULAR MEETING MINUTES – OCTOBER 3, 2023**

**RESOLUTION No. 260-2023** Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the Minutes of the regular meeting held on October 3, 2023, as presented.

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

**TOWN CLERK REPORT**

The Town Clerk reported she received a letter and application from El Sabor Equatoriano Restaurant LLC requesting the Town waive the 30-day notice requirement allowing them to submit their application to NYS for a liquor license at 5435 West Ridge Road before the 30-day waiting period expires. The Town Clerk talked to the Building Department and there were no concerns, complaints, or violations with the Town.

**RESOLUTION No. 261-2023** Motion by Councilperson Acker, seconded by Councilperson Brown,

WHEREAS, El Sabor Equatoriano Restaurant LLC at 5435 West Ridge Road, Spencerport, NY in the Town of Parma intends to file for a New York State Liquor License;

WHEREAS, pursuant to Alcohol Beverage Control Law Section 64(2A), an applicant must give the municipality thirty (30) day notice of the pending liquor license application unless the municipality consents to waive this thirty (30) day requirement; NOW THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Parma hereby waives the thirty (30) day notice period regarding El Sabor Equatoriano Restaurant LLC, allowing an earlier submission of the liquor license application.

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

**HIGHWAY DEPARTMENT REPORT**

Supt. Christ reported the department is making their first pass through the Town to pick up brush. They continue to work on the Collamer Road property.

### **BUILDING DEPARTMENT REPORT**

Luke McGrath said they are working on residential building permits and sewer districts with Monroe County. Commercial properties have been quiet due to the Moratorium.

### **PARKS AND RECREATION REPORT**

Tom Venniro reported the 2023 Parks and Revenue numbers to date is \$615,087.00 (9,556 registrations to date). Event highlights include:

1. Make a Difference Day: Saturday, October 28, 2023
2. Halloween Celebration/Trunk or Treat: Tuesday, October 31, 2023
3. Hilton Holiday on Main: Saturday, December 9, 2023.

Cadet Football and Cross-Country events are ongoing in the park.

Dog Park Update: Fencing and Curb work are just about completed; water and electric have been run and roof and pavilion work will be started next. With winter looming and restoration needed, the plan will be to open officially in early spring 2024.

Tom Venniro and Ryan Rockefeller attended the National Recreation and Parks Association Conference last week in Dallas, TX and have a lot to bring back to the community.

### **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 asked if there was a decision about adding church activities to the Town Calendar. Tom Venniro said if she sends those community activities to him, he will add them to his Facebook page as he would for any other community events. Ms. Hebing asked if there had been any further discussion about an Ambulance District. Supervisor Roose said this will not happen this year. The Town and Village will be looking at the data with Monroe Ambulance and go from there. With the shortages everyone is facing, along with the amount of time ambulances are kept at hospitals due to patients unable to be moved to hospital beds, he is not sure there is something better than what we have. He reiterated that the Town will not be considering an Ambulance District unless the Town and Village work together. Debra Hebing asked if the Village was aware of this. Supervisor Roose said they have had many meetings about this.

Sue Toal, Collamer Road, asked about the drainage pipes on the Collamer Road property and if there was a way to get a light at the corner of Old Hojak and Collamer Road; it is very dark on that corner. Supt. Christ said he will look into a light and explained how the drainage will work for the property on Collamer Road.

Dave Lattuca, Ferguson Drive, asked for an update about getting a light at the end of the road that was discussed in April and about drainage issues. The Town has been out twice to unclog the pipe, but it needs to be done again. Supt. Christ said he will look into a light. Supt. Christ said he wishes he could do more for the drainage, but he does not have the manpower and there is no easement on the property for him to work; he stated he will help anyway he can and will have the Town Engineer look at it. They also have to be mindful of DEC regulations in that area.

### **BUSINESS ITEMS**

#### **SET PUBLIC HEARING DISSOLUTION OF A SANITARY SEWER DISTRICT IN THE TOWN OF PARMA, MONROE COUNTY, NEW YORK KNOWN AS 26 & 30 DUNBAR ROAD SANITARY SEWER DISTRICT**

**RESOLUTION No. 262-2023** Motion by Councilperson Brown, seconded by Councilperson Ciufu,

WHEREAS, a written Petition, dated the 2<sup>nd</sup> day of October 2023 in due form and containing the required signatures, has been presented to, and filed with, the Town Board of the Town of Parma, Monroe County, New York, for the Dissolution of the 26 & 30 Dunbar Road Sanitary Sewer District in said Town bounded and described as follows:

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Parma, County of Monroe, and State of New York, as shown on a map entitled "Dunbar Road Sewer District" prepared by Adam Cummings, P.E., and dated June 2023, and bounded and described as follows:

Commencing at the Point of Beginning ("POB") located at the southeastern corner of parcel identified as Tax Parcel 024.01-1-23 and the northern boundary of Dunbar Road, as shown on the Sheet 1 showing the Town of Parma Dunbar Road Sewer District, dated June 2023;

1. Thence, northerly along the easterly boundary of Tax Parcel 024.01-1-23;
2. Thence, westerly along the northerly boundary of Tax Parcel 024.01-1-23;
3. Thence, southerly along the western boundary of Tax Parcel 024.01-1-24;
4. Thence, easterly along the southern boundary of Tax Parcels 024.01-1-24 and 024.01-1-23, to the Point of Beginning.

WHEREAS, after approval of the District by the Parma Town Board, Monroe County Pure Waters identified that they would rather have the owners of said real property located within the Sewer District to have single family direct connections to the sewer line that is located in the rear of the properties at 26 Dunbar Road and 30 Dunbar Road. In order for the owners of said real property to move forward with the single-family direct connection to the sewer line the district must be dissolved.

ORDERED, that a meeting of the Town Board of the Town of Parma shall be held at the Town Hall in the Town of Parma, 1300 Hilton Parma Corners Road, Hilton, New York, 14468 on the

8<sup>th</sup> day of November 2023 at 6:30 p.m. to consider said petition and to hear all interested persons in the subject thereof concerning the same, and for such other action on the vote of the said Town Board with relation to the Petition as may be required by law or proper in the premises.

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

**SET PUBLIC HEARING LL#5-2023**  
**A LOCAL LAW TO ESTABLISH A TEMPORARY MORATORIUM ON CERTAIN**  
**SOLAR ENERGY USES**

**RESOLUTION No. 263-2023** Motion by Councilperson Judd, seconded by Councilperson Ciufu,

WHEREAS, the Town Board of the Town of Parma desires to place a temporary halt on the processing, permitting, and approvals for certain solar land uses as there is the potential that such uses could be located in unsuitable areas within the Town and/or on particular lots without adequate dimensional regulations in place. The Town Board believes that there is a potential for the unsuitable location of and lack of proper dimensional regulations for such uses would have materially adverse and irreversible impacts on the Town.

WHEREAS, the Town Board finds that it is in need of time to perform the necessary analysis of the potential types of solar energy facilities that could be located in the Town. By maintaining the status quo regarding such uses the town Board can provide for the planned orderly growth and development of the Town; and

WHEREAS, it is necessary to hold and conduct a Public Hearing to consider the enactment of Introductory Law #5-2023;

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

Section 1. The Town Board of the Town of Parma shall hold and conduct a Public Hearing on Introductory Local Law #5-2023, a Local Law to ESTABLISH A TEMPORARY MORATORIUM ON CERTAIN SOLAR ENERGY USES which Public Hearing shall be held and conducted at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY on the 8<sup>th</sup> day of November 2023 at 6:30 p.m. and at which hearing all interested persons shall be heard concerning the subject matter thereof.

Section 2. 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 3. That the Town Clerk shall give due Notice of such Public Hearings as required by law.

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

**APPROVE 2024 PRELIMINARY BUDGET**

Supervisor Roose noted the budget is below the tax cap and that after preliminary approval the final numbers cannot be changed. Councilperson Acker asked how revenue is projected. Diana

Christodaro said the projections come from the trends in snow/ice agreements, interest, NYS revail reimbursement and sales tax.

**RESOLUTION NO. 264-2023** Motion by Councilperson Acker, seconded by Councilperson Brown, to adopt the Preliminary Budget for 2024 as presented.

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

**LAKESHORE SEWER PROJECT CHANGE ORDER**

Supervisor Roose noted this change over is to adjust the timeline from end date of October 31, 2003, to December 15, 2023.

**RESOLUTION No. 265-2023** Motion by Councilperson Judd, seconded by Councilperson Ciufio, to authorize the Supervisor to sign the Change Order with Blue Herron Construction for the Lakeshore Sewer Project.

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

**RESIGNATION – JENA JOLLIE – LIBRARY TRUSTEE**

**RESOLUTION No. 266-2023** Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the resignation of Jene Jollie as Library Trustee effective October 17, 2023.

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

**RESIGNATION – AMY HOGUE – LIBRARY DIRECTOR**

**RESOLUTION No. 267-2023** Motion by Councilperson Judd, seconded by Councilperson Ciufio, to accept the resignation with regrets of Amy Hogue as Library Director effective November 25, 2023.

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

**JACOB MAIER – HIGHWAY DEPT. STEP INCREASE**

Supt. Christ said Jacob has been with the department for two years; is currently at a Step 4. He is a hard worker and does everything asked of him and he would like to move him to Step 6 on his anniversary date.

**RESOLUTION No. 268-2023** Motion by Councilperson Brown, seconded by Councilperson Judd, to move Jacob Maier to Step 6 and increase the pay from \$25.02/hour to \$27.33/hour effective November 29, 2023.

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



**PREPAIDS**

**RESOLUTION No. 269-2023** Motion by Councilperson Acker, seconded by Councilperson Brown, to approve the prepaids as presented in the amount of \$11,782.13.  
 Prepaids for Approval October 17, 2023

Date	Check #	Vendor	GL Expense	Amount	Check Total	Description	Bank
09/15/23	1588	Rhoades Transport	DBO 550.5130.480.00	600.00	600.00	transport of container	Z99 1.110
09/27/23	1454	Jeffrey Klipfel	TAO 2.036	1,350.00	1,350.00	CCO escrow release	Z99 1.130
10/03/23	ACH	NYSLRS	TAO 2.018	25.24	25.24	3rd qtr reporting	Z99 1.130
10/03/23	ACH	NYSLRS	TAO 2.018	5,939.08	5,939.08	September reporting	Z99 1.130
10/11/23	1590	Carlyle Horst Construction	AOO 517.7110.210.00	1,000.00	1,000.00	deposit dog park roof	Z99 1.110
10/12/23	1591	MCWA	AOO 516.1620.444.00	1,169.20			
			AOO 575.7520.444.00	27.46			
			AOO 576.7520.444.00	116.15	1,312.81	June-Sept service	Z99 1.110
10/13/23	ACH	CNB	AOO 590.9060.810.00	345.00			
			BOO 590.9060.810.00	880.00			
			DAO 550.9060.810.00	220.00			
			DBO 550.9060.810.00	110.00	1,555.00	HSA 4th quarter	Z99 1.110
				11,782.13	11,782.13		

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

**BUDGET TRANSFER**

**RESOLUTION No. 270-2023** Motion by Councilperson Ciufu, seconded by Councilperson Judd, to approve Budget Transfer as presented in the amount of \$92,680.40.

TRANSFERS FOR 2023

October 17, 2023

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO 416.2750.00	AIM related payments	90,275.00	AOO 416.3001.00	State Revenue Sharing	90,275.00	Christodaro
SDO 485.2776.00	Misc Income	300.00	SDO 585.2540.400.00	Drainage	300.00	Christ
DAO 550.5142.460.00	Contracted Services	700.00	DAO 550.5142.461.00	Uniforms	700.00	Christ
LOO 574.7410.422.00	Equipment Repair/Rental	740.00	LOO 574.7410.426.00	Mechanical Repairs	1,405.40	Hogue
LOO 574.7410.425.00	Mechanical Supplies	500.00				Hogue
LOO 574.7410.410.00	Office Supplies	165.40				Hogue
		\$92,680.40			\$92,680.40	

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

**LIAISON REPORTS**

\*\*Councilperson Acker had no report. He asked if there are other areas of the code the Board should be looking to put a moratorium on until the masterplan is completed. Councilperson Judd said the Masterplan Committee is looking at this and reviewing responses from the public. There were over 650 responses to the survey from the public.

\*\*Councilperson Brown had no report. Supervisor Roose said he has a meeting with Gates Ambulance coming up.

\*\*Councilperson Judd reported the library door count continues to be high and programs are filled; people are asking for more programs. Canvas Letters were mailed to eligible applicants for the open position, and they have until October 27, 2023 to respond.

\*\*Councilperson Ciufu reported the Zoning Board meeting is tomorrow night.

**WARRANT**

**RESOLUTION No. 271-2023** Motion by Councilperson Ciufu, seconded by Councilperson Brown to approve payment of the following Fund Totals in the total amount of \$176,249.60.

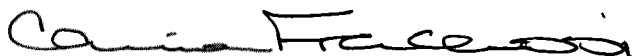
	<b>FUND TOTALS</b>	
AOO	GENERAL FUND	\$127,766.41
BOO	PART TOWN	\$6,013.02
DAO	HIGHWAY, TOWNWIDE	\$1,384.83
DBO	HIGHWAY, PART TOWN	\$37,391.17
HRW	REDI-EAST WAUTOMA	\$947.42
SDO	TOWNWIDE DRAINAGE	\$2,496.75
TAO	TRUST & AGENCY	\$250.00
	<b>GRAND TOTAL</b>	<b>\$176,249.60</b>

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

Tim Jobs asked why the Planning Board meeting was cancelled last night. Mark Acker said there was nothing on the agenda.

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 7:42 p.m., seconded by Councilperson Brown and all were in favor.

Respectfully submitted,



Carrie Fracassi  
Parma Town Clerk