

Parma Town Board meeting held on Tuesday, September 7, 2021, at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

**ATTENDANCE**

FILED  
TOWN CLERK'S OFFICE  
9/23/2021  
TOWN OF PARMA

Supervisor	Jack Barton (excused)
Councilperson	James Roose
Councilperson	Linda Judd
Councilperson	Tina Brown
Councilperson	David Ciufu (appt. 9/7/21)
Town Clerk	Carrie Fracassi
Building Department	Mark Lenzi
Dir. of Parks and Recreation	Tom Venniro
Highway Supt.	Jim Christ

**OTHERS IN ATTENDANCE**

Phil Smith, Mike Weldon, Kyle Mullen, Tammy Mullen, Rich Baliva, and other members of the public.

**CALL TO ORDER**

Councilperson 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 – AUGUST 17, 2021**

**RESOLUTION NO. 235-2021** Motion by Councilperson Judd, seconded by Councilperson Brown to accept the Minutes of the regular meeting held on August 17, 2021 as presented.

Motion carried: Aye 3 (Roose, Judd, Brown) Nay 0 Excused 1 (Barton)

**TOWN CLERK REPORT**

The Town Clerk reported the VFW and Town Clerk Reports for August 2021 have been submitted to the Supervisor's Office. School tax collection started on September 1, 2021 and has been very busy. The Town Clerk Office will be open this Saturday from 9am to noon to collect taxes.

**HIGHWAY DEPARTMENT REPORT**

Supt. Christ reported the Department is catching up on County Work. In the 2021 Budget, he anticipated making \$150,000 for the year in County revenue and as of today he is over \$172,000. The Department is working on drainage issues before beginning brush pick up at the end of the month.

## **RECREATION DEPARTMENT REPORT**

Mr. Venniro reported fall programming registration opened last week. Featured events include a Fall Concert and Clam Bake, Halloween Celebration and Holiday Tree Lighting. All details can be viewed digitally on the website.

The Summer Send-Off was held on August 27<sup>th</sup>. The evening highlighted food from Barton's Parkside Hots, J&S Fried Dough, and Lugia's Ice Cream; Concert in the Park, bouncies, giveaways from HP Rec, the Parma Town Board and Library; as well as community vendors, an outdoor big screen movie under the stars and fireworks. Wegmans sponsored the fireworks show.

The playground curbing, sidewalk and surfacing was completed the week of August 23, 2021, and officially opened in grand style at the Summer Send-Off. Mr. Venniro thanked Jim Christ and the Highway Department for all their support during the project.

Fence Survey – The results of the survey will be reviewed at the next Town Board meeting.

## **BUILDING DEPARTMENT REPORT**

Mark Lenzi reported the Department is very busy. They interviewed one candidate for the open position last week and will interview another this week. He noted that the Zoning Board is still very short on members and the Planning Board is looking for an alternate member. If the Zoning Board cannot maintain a quorum, they will be unable to act on any applications and those could come to the Town Board for approval.

## **LIBRARY REPORT**

There was no report.

## **TOWN BOARD APPOINTMENT – DAVID CIUFO**

**RESOLUTION NO. 236-2021** Motion by Councilperson Brown, seconded by Councilperson Judd, to appoint David Ciuffo to fill a vacancy on the Town Board effective immediately through December 31, 2022.

Motion carried: Aye 3 (Roose, Judd, Brown) Nay 0 Excused 1 (Barton)

## **PUBLIC FORUM**

Councilperson Roose asked if there was any other citizen who would like to address the Town Board with any questions or concerns.

Jim Smith, North Avenue, noted that the Class of 1971 from Hilton Central School District is holding their 50<sup>th</sup> class reunion on September 18, 2021.

## **BUSINESS ITEMS**

### **REQUEST FOR WATER DISTRICT – MOUL ROAD (Informational)**

Councilperson Roose said the Town Clerk received a Petition today to create a water district from residents who live on Moul Road west of 259.

Kyle Mullen, 311 Moul Road, stated that the residents east of 259 have wanted water for many years and have had many of the same issues that residents west of 259 have and would like the whole street to get it. He stated that he found out this was on the agenda but there were no facts as to what the plan is and there should have been facts before this was placed onto the agenda.

Mark Lenzi said there were no facts to give because the Petition came in today from 15 residents. This is not the Town's idea, and the Town has not moved forward with anything. At this point the Town would decide if they wanted to investigate this and have the engineer put together a rough idea as to cost. He suggested the remaining portion of the road circulate a petition.

Richard Baliva, 336 Moul Road, said he has signed many petitions over the years, and he doesn't understand why they still do not have water. He feels the County and State should help with this.

Mark Lenzi said the Town could have the engineer look at the whole road; he further stated that this would have to be put to a vote and over 50% of the people would have to agree. Councilperson Judd asked if the Town could petition Monroe County to do the remaining 13 miles of road that do not have water in the Town. Mark Lenzi said the Town could create the district, but the residents affected would still have a vote. There are concerns that with not enough fire hydrants on the street and no water availability any fire would become dangerous and destroy houses or fields.

Jim Smith said he was the Supervisor for the Town and that it is not always a matter of wanting water; there are a lot of factors involved and sometimes cost becomes the determining factor.

The Board agreed they are not opposed to this. Mark Lenzi will investigate this further and talk to MRB about obtaining a rough estimate of the cost to residents to determine the ability of the Town to move forward.

### **ROBERT PELKEY RESIGNATION – PLANNING BOARD**

**RESOLUTION NO. 237-2021** Motion by Councilperson Brown, seconded by Councilperson Judd to accept with regrets the resignation of Robert Pelkey from the Planning Board effective immediately.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

### **RAYMOND WENZEL – PLANNING BOARD APPOINTMENT**

**RESOLUTION NO. 238-2021** Motion by Councilperson Judd, seconded by Councilperson Brown, to appoint Raymond Wenzel as a seated member of the Planning Board effective immediately to fulfil the remainder of Robert Pelkey’s term ending December 2022.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

### **1241 HILTON PARMA CORNERS ROAD – COMMERCIAL FENCE**

Mark Lenzi stated a fence was put up to screen the property from the neighboring parcels parking lot, barn and materials being stored outside. Under the code, approval is needed from the Town Board because the fence is over 4’ tall.

Matthew Brooks said the applicant has put over \$800,000 into the property and they would like to screen the cars and car parts that are stored outside from their view. The fence is only on the back corner of the property and does not enclose the property; it is only to screen this corner. It sits 1’ off the ground to keep the fence level.

The applicant and the installer did not communicate to get the fence permit. Councilperson Brown asked how this came to the Town’s attention. Mark Lenzi stated he was driving by and saw it. Councilperson Judd said she is concerned this could set a precedent. Mark Lenzi stated that because this is commercial property the reasons to erect a fence taller than 4’ are different than if it was residential.

**RESOLUTION NO. 239-2021** Motion by Councilperson Roose, seconded by Councilperson Brown to approve the 7’ privacy fence at 1241 Hilton Parma Corners Road for screening purposes.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

### **FINGERPRINTING SUPPLIES – SPECIAL POLICE**

This Agenda item will be discussed at the next Town Board meeting.

### **ADMINISTRATIVE HOURS – COURT DEPUTY**

Chairperson Roose said a request has come from the Court to reimburse Jennifer McColl for reviewing and updating the Court General Orders at a proposed rate of \$15.00/hour out of the Court Officers pay line. There are 13.5 documented hours.

**RESOLUTION NO. 240-2021** Motion by Councilperson Roose, seconded by Councilperson Judd to pay Jennifer McColl for reviewing and updating the Court General Orders at a rate of \$15.00/hour for 13.5 hours. The funds to come out of the Court Officers budget line.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

**PT SEASONAL RECREATION ASSISTANT APPOINTMENTS/  
 RATE APPROVALS**

This Agenda item will be discussed at a future Town Board Meeting.

**PT RECREATION ASSISTANT CLASSIFICATION/RATE APPROVALS**

Mr. Venniro is seeking Town Board approval to hire, classify, and/or re-classify the following individuals to work the full day UPK wrap around program pending a background and drug test.

Mr. Venniro said it has been very hard to get staff and hopes that reclassifying employees to PT versus Seasonal would help keep staff or get staff that is hard to come by. Those employees would receive 5 paid holidays along with some other benefits. This will not impact the program negatively relative to finances and will create an opportunity to expand the program in the future. If they are unable to get or keep staff some of these programs may not be able to continue in the future.

**9/7 New Hires**

First Name	Last Name	POSITION	START DATE	RATE
Shari	Leshner	Part-Time Recreation Assistant	8-Sep-21	13.75

**9/7 Returning/Current Staff**

First Name	Last Name	POSITION	START DATE	RATE
Katherine	Brockman-Bellanca	Part-Time Recreation Assistant	8-Sep-21	15.75
Kerri	Kwiatowski	Part-Time Recreation Assistant	8-Sep-21	15.00
Aliya	Leshner	Part-Time Recreation Assistant	8-Sep-21	14.25
Kyle	McDonald	Full-Time Parks HGEO	TBD	24.53

**RESOLUTION NO. 241-2021** Motion by Councilperson Judd, seconded by Councilperson Ciufu to the PT year-round Recreation Assistant reclassification from Season to PT; to approve the rates as presented and to approve the hiring of Shari Leshner as PT Recreation Assistant.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

**FT PARKS HEAD GROUNDS EQUIPMENT OPERATOR  
 APPOINTMENT/RATE APPROVAL**

Mr. Venniro is seeking Town Board approval to hire Kyle McDonald as Full-Time Parks Department Head Grounds Equipment Operator at a rate of \$24.53/hour, with a scheduled raise to \$25.76 on his Town Anniversary Hire Date in April of 2022. Kyle is an exceptional employee of the Town Highway Department. Several interviews were conducted, and Kyle was the perfect candidate and discussions have been ongoing with Jim Christ, his current Supervisor.

**RESOLUTION NO. 242-2021** Motion by Councilperson Ciufu, seconded by Councilperson Brown to approve the hiring of Kyle McDonald as Head Grounds

Equipment operator at a rate of \$24.53/hour with a scheduled raise to \$25.76/hour on his Town Anniversary Date in April 2022. The start date will be determined by the Highway and Parks Departments.

Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

With the approved previous motion, the Highway Department will be looking to advertise for an MEO.

**RESOLUTION NO. 243-2021** Motion by Councilperson Brown, seconded by Councilperson Judd to authorize the Highway Department to advertise for a MEO.  
Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

### **PAVILION RENTAL**

Tom Venniro was contacted by Lisa Ostrander, Dreams from Drake, a non-profit organization for kids and teens that are grieving the loss of a sibling or parent. They would like to use the park for a back-to-school family picnic. The organization has monthly meetings, and all events are free to the participants. They have asked if the Town could donate a pavilion for their event at the end of September/beginning of October. During this timeframe the pavilions are not heavily rented and most days there are no rentals.

**RESOLUTION NO. 244-2021** Motion by Councilperson Judd, seconded by Councilperson Brown to waive the pavilion fee for Dreams from Drake for a date in September/October for their back-to-school family picnic.  
Motion carried: Aye 4 (Roose, Judd, Brown, Ciufu) Nay 0 Excused 1 (Barton)

### **INFORMATIONAL ITEMS**

#### **EAGLE SCOUT HISTORICAL MARKER RESTORATION PRESENTATION**

This Agenda item will be discussed at the next Town Board meeting.

#### **1350 WEST AVENUE – PROPOSAL FOR AG-OPERATION (Informational)**

John Sciaraba, Landtech, explained that Bozza Pasta is an existing business in the Village, which has been doing well for many years and they have outgrown their current location. They need a larger space for employees, storage, and prep. They are looking to purchase and subdivide 5-7 acres from 1350 West Avenue along with the outbuildings. They feel like they meet the code to be considered an AG-Operation. They would be growing and using produce from the property for their products. They came tonight to the Town Board to find out how to proceed with the application.

Mark Lenzi stated that while the opinion of the Town Board would be taken into consideration, they cannot make the determination and he needs much more

information to make that determination, including a formal business plan with the operations and a supporting statement from Department of AG & Markets would be helpful. The buildings will be subject to NYS Building Codes. All information should be directed to the Building Department to figure out what the next steps are.

Louie Hauck, owner of 1350 West Avenue, said he wants to help keep the business in Town. Product grown on the property is already being used by them for the business. At the end of the month, they will start providing product to the school district which will require a lot more storage. Councilperson Judd suggested they reach out to Bob King for help with the wording that would help them with their application. They are hopeful this will be completed by the end of the year.

### **LAKESHORE**

There was no new information for this Agenda item.

### **MISCELLANEOUS**

### **LIAISON REPORTS**

\*\*Councilperson Roose noted the Summer Celebration was a huge success with a lot of people in attendance, great weather. He spoke to several people about the open board positions.

\*\*Councilperson Judd reported the Library Board meeting will be held next week.

\*\*Councilperson Brown had no report.

\*\*Councilperson Ciufu had no report.

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 8:33 p.m., seconded by Councilperson Brown and all were in favor.

Respectfully submitted,



Carrie Fracassi  
Parma Town Clerk

