

Parma Town Board meeting held on Tuesday, May 4, 2021 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York
Due to COVID-19 this meeting will also be held via ZOOM.

ATTENDANCE

Supervisor
Councilperson
Councilperson
Councilperson
Councilperson

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

Jack Barton
James Roose (Excused)
Blake Keller
Linda Judd
Stephen Zajac

Carrie Fracassi
Mark Lenzi
Tom Venniro
Jim Christ

FILED
TOWN CLERK'S OFFICE
5/24/2021
TOWN OF PARMA

OTHERS IN ATTENDANCE

Corinne Zajac, Keith Christenson, Peggy Christenson, Jason Clark, Jason Corke, Carrie Corke, Brynne Clark, Cathy Wackerman, Dick Vance, and other unidentified members of the public.

CALL TO ORDER

Supervisor Barton 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 – APRIL 20, 2021

RESOLUTION NO. 133-2021 Motion by Councilperson Keller, seconded by Councilperson Judd to accept the Minutes of the regular meeting held on April 20, 2021 as presented.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

TOWN CLERK REPORT

The Town Clerk reported the VFW and Town Clerk Reports for April 2021 have been submitted to the Supervisor's Office.

The Town Clerk provided information to the Board about an Interactive Zoning Map through General Code for residents and Town access on the web site. There is a webinar coming up this month and that information was forwarded to Board members so there can be further discussion at the next meeting.

HIGHWAY DEPARTMENT REPORT

Supt. Christ reported the Department continues with their spring brush pickup until next Friday when it will end until Fall. They have been working on drainage issues in the Town. The Highway Department will be performing some of the work for the East Wautoma (Delavergne) lakefront project. There is ongoing discussion with the Village about purchasing land jointly for Village DPW/Town Highway Department use.

RECREATION DEPARTMENT REPORT

Mr. Venniro reported most in-person Recreation programs, services and events are operational and running under a reopening safety plan. The winter programming schedule is wrapping up.

Baseball and Softball leagues are about to begin, and numbers are very good with over 220 players. They are in the middle of planning for all summer programs. Summer Camp registration opened today.

Parks Update:

A meeting has been held with the installer of the playground regarding timeline and a plan is tentatively in place to begin on June 1st.

Town Maintenance Updates:

Completed projects include Court Room Work, Town Hall Water Treatment, and Town Hall Security Doors. Projects in progress or in planning stages include Town Hall Building Drainage and Downspouts, Town Hall Landscaping (South End of the Building), Town Hall Thermostats, Town Board Room Work, Town Hall Security and Fire System Upgrade, and Meeting House Rehabilitation.

BUILDING DEPARTMENT REPORT

Mark Lenzi reported the Department has been very busy with Building Permits; mostly fences and sheds. They have had a lot of drainage calls.

LIBRARY REPORT

There was no report.

PUBLIC FORUM

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

Dick Vance, 253 Peck Road, has concerns about brush pick-up not being done year-round anymore. Supt. Christ stated that he does not have the manpower with only 10 employees to continue brush pick-up all year long. They have County/State road work along with drainage issues that were not completed for several years and have to be completed during the summer months. The Town paid over \$80,000.00 a year when

they were doing brush all year long. The brush bin is open during the pick-up times only for the same reason; several times they have stopped people from dumping in the brush bin that are not Parma residents. If there is a weather issue, they will do additional.

Brynne Clark, 442 Burritt Road, asked what the process would be to change the code in Parma to allow 6' fences. She would like to keep her 6' fence for child and animal safety. She has an application into the Zoning Board, but she understands they are very rarely approved, and she does not understand why they are not granted. Supervisor Barton stated that they are allowed for the purpose of screening a patio or pool. He explained that when the code was last updated in 1998, there was a committee of residents, the Fire Department and the Town that worked on and gave recommendations for what they envisioned the Town would look like. At that time, the committee determined that they wanted an open rural atmosphere. There were public hearings held during that time and the code was adopted in 1998. Ms. Clark stated that she would like to work with the Town to help make this change.

Carrie Fork, 57 Brianna Lane, stated that a 4' fence is more expensive than a 6' fence. She is concerned that coyote could jump a 4' fence and get her two small dogs. She felt that 6' fences will make residents feel safe and keep their personal belongings safe. She feels that with houses so close to each other in a tract it should be allowed and feels the Town should do what residents want and change the code.

Mr. Christenson, Parma Center Road, supports having 6' fences. He has an application in front of Zoning Board currently and he feels the Zoning Board does not have a good reason to deny the request and that the comments from the Board were negative and they wanted alternatives to everything.

Ms. Arnold, Greece, NY, stated she feels that 6' fences help keep dogs contained and barking to a minimum.

Ms. Keller, Henrietta, NY, she fosters animals, and she supports 6' fences for the safety of animals. She stated more people are getting animals in the time of COVID because they are staying home more.

Kathy Wackerman, 106 North Avenue, stated she supports 6' fences, her neighbor has junk in their yard and rides 4 wheelers all the time which invades on her enjoyment and privacy in her yard.

Supervisor Barton noted that the Zoning Board is charged by law to grant the minimum amount of relief and the criteria they must use and must be met is very specific. The Zoning Board cannot grant relief just because someone "wants" it. They are limited by what they can do. Councilperson Zajac said he can appreciate what residents in attendance are saying but while the 20 people here want 6' fences there are 20 people not here that might not agree. He felt that the Town should be surveyed to see if there is an interest in changing the code.

Councilperson Keller noted that he understands the character of Parma is changing since 1998 and there are more housing developments. He would agree with trying to get an idea of how the residents feel about this.

Mr. Christenson asked what is bad about a 6' fence. Supervisor Barton said it is against the code. Supervisor Barton did some research knowing this was coming and the Town of Ogden is also dealing with a lot of 6' fence requests. All municipalities are different, all codes are different on what is allowed. Mrs. Christenson asked what the process is to change the code. Supervisor Barton said there would have to be action by the Town Board, advertising, and a Public Hearing.

BUSINESS ITEMS

PINE HILL LETTER OF CREDIT

RESOLUTION NO. 134-2021 Motion by Supervisor Barton, seconded by Councilperson Judd to accept the Pine Hill Letter of Credit in the amount of \$237,062.20.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

ROADSIDE MOWER – HIGHWAY DEPARTMENT

Supt. Christ said the current roadside mower needs a lot of maintenance work so he would like to replace it. In its current condition it is not worth anything to sell so he would keep it as a backup. He provided information for the new one he would like to purchase which is on state bid. He has the money in his budget for this purchase.

RESOLUTION NO. 135-2021 Motion by Councilperson Zajac, seconded by Councilperson Keller to approve the purchase of the Model DBF050-H 50" HD Flail in an amount not to exceed \$14,417.00 under Sourcewell Contract #052417-DMM and funded out of the DB Equipment Line.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

ADVERTISE – FINANCE DIRECTOR

Supervisor Barton noted that Mary Gavigan, Finance Director, will be retiring and he would like approval to advertise for the soon to be open position. He noted that this is a Supervisor's appointment. Councilperson Judd stated she felt this position should be split into two positions one for HR and one for Finance that way the Finance Director is only working on financial stuff and not dealing with HR issues too. She has concerns with this being a joint position and this would free up Kim to work in the Highway Department full-time. Supervisor Barton stated he is not sure he agrees, there is plenty of time for the Finance Director to do both positions and Highway will not have additional work until further down the road with the Sewers. This will be posted online, in the Suburban News and on Facebook.

DENNIS SCIBETTA RESIGNATION

RESOLUTION NO. 136-2021 Motion by Councilperson Keller, seconded by Councilperson Zajac, to accept the resignation of Dennis Scibetta.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

AUTHORIZE SUPREME COURT ACTION - 442 TRIMMER ROAD

Supervisor Barton said residents have brought an issue to the Board regarding the above property and the need for the Town to act. There have been many violations over the last 20 years at this property. Steve Zajac stated that the Town Board is ultimately responsible to make sure these violations are being dealt with. There should be reporting from the Zoning Enforcement Officer to make sure these do not fall off the radar. It has been a while since any reporting was done.

RESOLUTION No. 137-2021 Motion by Councilperson Judd, seconded by Councilperson Keller, to authorize the attorney for the Town, Maureen Werner, to initiate action in Supreme Court for code violations under Chapter 165 of the Town of Parma Zoning Code for property at 442 Trimmer Road in the Town of Parma.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

MEETING HOUSE PROJECT

Tom Venniro explained that the project received \$54,000 CDEBG Funding in 2020, which would address the roof, gutters, siding, parking area and entry way at the Parma Meetinghouse and Historical Museum on Parma Center Rd. He is hoping to have further information and bid documents to the Board by the second meeting in May for review; there is a timeframe in which to complete this project.

PART TIME RECREATION ASSISTANT

Mr. Venniro is looking to hire Matthew Ball, our current student intern as a Part-Time Recreation Assistant to cover the gap while they look for a replacement for Dustin Young. The wage would be \$13.25/hour with a start date of May 10, 2021. He will be working approximately 10-15 hours per week through the end of May.

RESOLUTION NO. 138-2021 Motion by Councilperson Judd, seconded by Councilperson Keller, to approve the hiring of Matthew Ball as a Part-time Recreation Assistant at a rate of \$13.25 per hour starting May 10, 2021 through the end of May 2021.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

STANLEY SECURITY

Stanley Security has informed the Town that as originally designed and approved, the fire system being installed in the Town Hall would not meet code. There was a disconnect somewhere between the walkthroughs and the building prints provided to Stanley, previous system, and engineer recommendations. Most of this is due to the unique ceiling design. They added 26 systems without prior approval from the Town. In a meeting between the Town and Stanley, Stanley's representatives explained the situation in more detail and noted they would take much of the ownership for the disconnect; they were hoping the Town would offset the additional cost of \$12,507.86 and meet them in the middle. The Town has requested that Stanley provide certified documentation confirming that these additions were indeed necessary and up to code, not exceeding code. They have not yet been received. There is money in the Town Hall Improvement Line to cover the expenses.

Councilperson Zajac stated that they did not do their due diligence, they did a walkthrough and should have seen what was needed and dealing with a Government Agency they should have known they would need approval for additional costs. Mark Lenzi stated he told them not to do anything until the Town approved it and next thing, he knew they were installed. He stated he asked for engineering drawings from them; they have still not been provided. They have been very slow at getting back to the Town. The Company has taken ownership for not following the process. Councilperson Keller stated this is a very large amount over what was approved. Mr. Lenzi has his doubts they are all needed per code. Councilperson Judd said they should not have done additional work without permission. Councilperson Blake said it might have been different if there was a miscalculation and they needed a couple more, but this was a complete omission and the excuse that they never looked is not an acceptable reason. Mr. Venniro said it is important to maintain a relationship since this will be long term. Councilperson Zajac said that works both ways.

CEMETERY TREE SERVICE

A concerned resident has approached the Town directly west of the Peck Road Cemetery regarding what appeared to be dying trees within the cemetery. Mr. Venniro had a couple companies come out and look, 4 quotes were provided. As you can see from the quotes this is costly and the Town does not necessarily have a budget for this type of situation. For that reason, Supervisor Barton has asked that Mr. Venniro reach back out to the companies and ask if there are any other options, if they are indeed a threat to neighboring properties for example trimming back threatening areas, not grinding stumps etc. The hope is to have more information by the next meeting.

HIRE FULL TIME BUILDING INSPECTOR

RESOLUTION NO. 139-2021 Motion by Councilperson Keller, seconded by Councilperson Zajac to approve the appointment of Mark Lenzi from Part-time Building Inspector to Full-time Building Inspector.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

BUDGET TRANSFERS

RESOLUTION NO. 140-2021 Motion by Councilperson Zajac, seconded by Councilperson Judd to approve the Budget Transfers as presented in the amount of \$181,718.82.

BUDGET TRANSFER			MAY			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
DBO.550.9710.600.00	PRINCIPLE ON LOAN	1,850.28	DBO.550.9710.700.00	INTEREST ON LOAN	1,850.28	CHRIST
DAO.550.9710.600.00	PRINCIPLE ON LOAN	3,932.47	DAO.550.9710.700.00	INTEREST ON LOAN	3,932.47	CHRIST
DAO.550.5142.210.00	EQUIPMENT	109,436.25	DAO.550.9710.600.00	PRINCIPLE ON LOAN	107,884.60	CHRIST
DBO.550.5130.210.00	EQUIPMENT	40,993.24	DAO.550.9710.700.00	INTEREST ON LOAN	1,551.65	CHRIST
DBO.550.5130.451.00	GASOLINE	3,000.00	DBO.550.9710.600.00	PRINCIPLE ON LOAN	50,769.63	CHRIST
DBO.550.5130.453.00	DIESEL	6,000.00	DBO.550.9710.700.00	INTEREST ON LOAN	730.19	CHRIST
DBO.550.5130.460.00	CONTRACTED SERVICES	1,506.18	DBO.550.5130.210.00	EQUIPMENT	15,000.00	CHRIST
DBO.550.5130.452.00	VEHICLE MAINTENANCE	10,000.00				
DBO.550.5130.480.00	MISC. EXPENSE	5,000.00				
		181,718.42			181,718.82	

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

INFORMATIONAL ITEMS

165 COLLAMER ROAD – VILLAGE/TOWN LAND

Supervisor Barton said the Village and Town have discussed purchasing land jointly for many years for the storage of materials and are considering land at 165 Collamer Road. There will be an appraisal done on the property. All costs associated with this will be split 50/50 with the Village.

IT SERVICES

Supervisor Barton noted that he signed a contract with Comtec for new IT Services as an emergency expenditure. ATS has gone through a couple employees that worked on our account and the current one is leaving also. Things have not gone well with ATS over the years and there have been a lot of issues. Comtec will come in and evaluate all the current equipment and computers. Comtec has told Mary that the server is out of warranty and that needs to be brought up to date.

ELAINE BEGY – PAY INCREASE

Supervisor Barton said Elaine Begy has taken on a lot of additional work in the Building Department. He would like to give her a pay increase to \$25.25/hour. He stated this would be a temporary raise and will decrease when her duties go back to normal.

RESOLUTION NO. 141-2021 Motion by Supervisor Barton, seconded by Councilperson Judd, to increase Elaine Begy’s pay, temporarily, to \$25.25 per hour effective May 3, 2021.

Motion carried: Aye 4 (Barton, Keller, Judd, Zajac) Nay 0 Excused 1 (Roose)

There was discussion about Building Permits and Zoning Board applications and how to better help applicants with their applications so the Building Department and Boards can process them more effectively.

LAKESHORE

While the Town created the Sewer District, the Governor keeps extending the deadline for permissive referendums, so the Town is unable to move forward until it is no longer extended leaving the option open to call for a vote.

MISCELLANEOUS

LIAISON REPORTS

**Councilperson Keller reported the Zoning Board did a good job clearing things up last month; there were 11 applications, 2 were tabled for additional information. There were six accessory structure applications, two fences and two garages. He is still looking at how to address accessory structures and how to streamline the process for applicants. There was discussion that with the changeover in members it might be beneficial to have the Town Attorney at the meetings.

**Councilperson Zajac reported he is waiting to hear about the workers compensation and liability insurance for Special Police. Supervisor Barton is filling out an application for the insurance. He is still working to schedule a meeting with the oversight committee.

**Councilperson Roose was excused; there was no report.

**Councilperson Judd reported Mr. Crumb would like to leave 167 acres of land to the Genesee County Land Trust in the future. She is looking at options for Mr. Crumb with Genesee County Land Trust and they are hoping to have a Farmland and Open Space meeting this month.

There was no further business before the Town Board, Councilperson Keller made a motion to adjourn the meeting at 8:45 p.m., seconded by Councilperson Zajac and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk