

Parma Town Board meeting held on Tuesday, September 21, 2021, at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY.

ATTENDANCE

FILED
TOWN CLERK'S OFFICE
10/20/2021
TOWN OF PARMA

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

OTHERS IN ATTENDANCE

Mike Weldon, Sr., Daniel Disalvo, Melissa Geffert, Dan Rockafellow, Brian Mott, Blake Mott 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 – SEPTEMBER 7, 2021

RESOLUTION No. 245-2021 Motion by Councilperson Judd, seconded by Councilperson Brown, to accept the Minutes of the regular meeting held on September 7, 2021, as presented. Motion carried: Aye 3 (Roose, Judd, Brown) Nay 0 Abstain 1 (Barton) Excused 1 (Ciufu)

TOWN CLERK REPORT

The office has been very busy with tax collection and sales of hunting licenses. I received the resignation of Ann Williams from my office effective October 1, 2021, she graciously stayed an extra week to help get the office through the push of taxes. I have advertised to fill the PT position in the Westside News, on Facebook, the website, and the billboard; we have received a handful of applications and when we get a lull in taxes, I will start reviewing them.

ANN WILLIAMS RESIGNATION

RESOLUTION NO. 246-2021 Motion by Councilperson Roose, seconded by Councilperson Judd, to accept with regrets the resignation of Ann Williams as Deputy Town Clerk effective October 1, 2021.

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

HIGHWAY DEPARTMENT REPORT

Supt. Christ reported the Department finished three more Town roads leaving one more to complete. The Department has finished up the last County job. He thinks revenue earned from County work will fall just under \$200,000.00, which is more than they budgeted for this year and more than last year. They will continue drainage work until snow starts. He thanked Kim and Carrie for handling the numerous brush calls that came in all summer long.

BUILDING DEPARTMENT REPORT

Mark Lenzi was excused; there was no report.

PARKS AND RECREATION REPORT

Tom Venniro was not in attendance but provided a report to the Board. The Parks and Recreation Revenue from January to current date is \$579,000.00 which includes playground fundraising of \$50,000.00. Most recreation programs are running in person under a reopening safety plan. Fall programming has started and registration is open. Featured events include a Fall Concert and Clam Bake, Halloween Celebration and Holiday Tree Lighting Event. All program details can be viewed online.

Parks Update: The fields are currently being treated and they are hosting a Baseball Camp, Flag Football, Cross Country, Hilton Raiders Football practices, Fall Baseball practices, Cyclocross, and a Disc Golf Tournament.

Town Hall Maintenance Updates:

Capital Projects – Projects in progress are the Town Landscaping (South end of the building), Town Hall Thermostats, Town Board Room Work and Meeting House Rehabilitation.

LIBRARY REPORT

There was no Library Report.

MISCELLANEOUS REPORTS

PUBLIC FORUM

Supervisor Barton asked if there were any citizens who would like to address the Town Board with any concerns. There was none.

BUSINESS ITEMS

FINGERPRITING SUPPLIES

Supervisor Barton said that the Town currently uses a company to do background checks. Purchasing the equipment will allow these to be done at the Town by a gentleman from Special Police who works for the Sheriff's Office. It will be a federal background check and more in depth. The Village of Hilton has expressed an interest in using the service.

RESOLUTION NO. 247-2021 Motion by Councilperson Roose, seconded by Councilperson Brown, to approve the purchase of the equipment for fingerprinting in the amount of \$253.38. Motion carried: Aye 4 (Barton, Roose, Judd, Brown) Nay 0 Excused 1 (Ciufo)

APPOINT JIM ROOSE, DEPUTY SUPERVISOR

Supervisor Barton let the Board know that he is appointing Jim Roose as Deputy Supervisor for the remainder of the year.

BOARD ROOM DIVIDING DOOR REPAIR QUOTE

RESOLUTION NO. 248-2021 Motion by Councilperson Judd, seconded by Councilperson Brown, to approve the repair to the Dividing Door by Kraftworks, the company that installed the door originally, in an amount not to exceed \$5,826.00. Motion carried: Aye 4 (Barton, Roose, Judd, Brown) Nay 0 Excused 1 (Ciufo)

JUSTICE COURT ASSISTANCE PROGRAM

Supervisor Barton said with the above resolution to repair the Dividing Door, the Court is looking to apply for a JCAP grant for other Court improvements.

RESOLUTION No. 249-2021 Motion by Councilperson Roose, seconded by Councilperson Judd;

Be it RESOLVED that The Board of the Town of Parma authorizes the Parma Town Court to apply for a JCAP grant in the 2021/22 grant cycle up to \$30,000.00.

Motion carried: Aye 5 (Barton, Roose, Judd, Brown, Ciufo) Nay 0

Dave Ciufo entered the meeting.

SEASONAL RECREATION ASSISTANT APPOINTMENTS/ RATE APPROVALS.

Supervisor Barton noted that Tom Venniro has presented the following two people to be appointed as Seasonal Recreation Assistants.

9/21 New Hires				
First Name	Last Name	POSITION	START DATE	RATE
Gwen	Ryan	Seasonal Recreation Assistant	27-Sep-21	13
Holly	Sealy	Seasonal Recreation Assistant	27-Sep-21	14

RESOLUTION NO. 250-2021 Motion by Councilperson Brown, seconded by Councilperson Roose, to approve the hiring of Gwen Ryan as a Seasonal Recreation Assistant with a start date of September 27, 2021 at a pay rate of \$13.00/hour.

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

RESOLUTION NO. 251-2021 Motion by Councilperson Judd, seconded by Councilperson Ciufu, to approve the hiring of Holly Sealy as a Seasonal Recreation Assistant with a start date of September 27, 2021 at a pay rate of \$14.00/hour.

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

BUDGET TRANSFER

RESOLUTION NO. 252-2021 Motion by Councilperson Roose, seconded by Councilperson Judd, to approve the budget transfer as presented in the amount of \$144,797.42.

BUDGET TRANSFERS

September 2021

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO 513.1310.430.00	Educational & Professional	525.00	AOO 513.1320.471.00	Auditor	525.00	Christodaro
SDO 485.2776.00	Miscellaneous Revenue	4,000.00	SDO 585.8540.400.00	Drainage Expenses	4,000.00	Christ
DBO 550.5130.460.00	Contracted Services	3,000.00	DBO 550.5130.453.00	Diesel Fuel	3,000.00	Christ
AOO.516.1620.460.00	Contracted Services	4,000.00	AOO.516.1430.460.00	Contracted Services	2,000.00	Venniro
AOO.516.1620.490.00	Town Hall Improvements	20,000.00	AOO.516.1620.425.00	Maintenance Supplies	3,000.00	Venniro
AOO.516.7550.490.00	Town Celebrations	57.96	AOO.516.1680.460.00	Contracted Services	3,500.00	Venniro
AOO.570.7140.110.01	Summer Staff Help	16,235.30	AOO.570.7140.491.01	Playground - Youth	3,634.70	Venniro
AOO.570.7140.130.01	Bear Staff	5,228.21	AOO.570.7310.487.32	Track and Field Conditioning	1,495.75	Venniro
AOO.570.7140.140.01	Nature Camp Staff	5,442.90	AOO.570.7310.488.32	Running Youth Expense	650.25	Venniro
AOO.570.7310.120.02	Vacation Club Staff	2,000.00	AOO.570.7310.489.32	Football Camp Expense	1,898.00	Venniro
AOO.570.7989.110.06	Kitchen Help	7,500.00	AOO.570.7310.491.32	Soccer Camp Boys/Girls	2,857.50	Venniro
AOO.570.7020.411.00	Brochures	2,750.00	AOO.570.7310.492.32	Baseball Camp Expense	5,437.75	Venniro
AOO.570.7020.430.00	Educational & Professional	2,000.00	AOO.570.7310.493.32	Softball Camp Expense	80.00	Venniro
AOO.570.7020.451.00	Gasoline	700.00	AOO.570.7310.494.32	Volleyball Camp Expense	2,098.50	Venniro
AOO.570.7020.480.00	Miscellaneous Expense	280.01	AOO.570.7310.496.32	Cheerleading Camp Expense	318.25	Venniro
AOO.570.7020.491.00	Internship	200.00	AOO.570.7310.497.32	Basketball Camp Expense	7,855.87	Venniro
AOO.570.7140.416.01	Playground Supplies	1,317.58	AOO.570.7310.498.32	Tennis Expense	823.75	Venniro
AOO.570.7140.492.01	Playground - BEAR	1,500.00	AOO.570.7310.499.02	Karate Expense	377.50	Venniro
AOO.570.7140.493.01	Nature Camp	1,000.00	AOO.570.7310.499.42	Art Camp Expense	1,251.75	Venniro
AOO.570.7310.400.02	Archery Expense	1,600.00	AOO.570.7315.490.03	Baseball Team Expense	1,746.16	Venniro
AOO.570.7310.489.02	Yoga, Dance Youth Expense	750.00	AOO.570.7315.491.03	Softball Team	629.74	Venniro
AOO.570.7310.490.32	Swim Camp Expense	690.00	AOO.570.7315.496.03	Flag Football Team	977.96	Venniro
AOO.570.7310.494.02	Pre-school Expense	995.34	AOO.570.7610.490.04	Trips	8,500.00	Venniro
AOO.570.7310.495.42	Theater Expense	2,250.00	AOO.570.7620.496.05	T-shirts	634.31	Venniro
AOO.570.7310.496.02	Science Expense	595.00	AOO.571.7110.180.00	Laborer	4,000.00	Venniro
AOO.570.7310.497.02	Music Expense	250.00	AOO.571.7110.210.00	Equipment	77,767.80	Venniro
AOO.570.7310.497.42	Golf Expense	1,125.00	AOO.571.7110.425.00	Maintenance Supplies	2,500.00	Venniro
AOO.570.7315.492.03	T Ball Expense	173.31	AOO.571.7110.430.00	Educational & Professional	900.00	Venniro
AOO.570.7315.495.03	Floor Hockey - Youth	254.35	AOO.571.7110.480.00	Miscellaneous	112.00	Venniro
AOO.570.7315.497.03	Youth Lacrosse	950.00	AOO.571.7110.490.00	Park Improvements	127.62	Venniro
AOO.471.2001.00	Recreation Fund	8,100.00	AOO.575.7510.460.00	Contracted Services	40.00	Venniro
AOO.471.2705.00	Gifts and Doanctions	47,230.20	AOO.575.7520.444.00	Water, Historical	57.26	Venniro
AOO.575.7520.441.00	Gas & Electric, Historical	97.26	AOO.576.7520.480.00	Miscellaneous Expense	2,000.00	Venniro
AOO.576.7520.110.00	VFW Key Keeper	300.00				Venniro
AOO.576.7520.120.00	VFW Cleaner	300.00				Venniro
AOO.576.7520.441.00	Gas & Electric, VFW	600.00				Venniro
AOO.576.7520.490.00	Proceeds	800.00				Venniro
		\$144,797.42			\$144,797.42	

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

PREPAID CHECKS

RESOLUTION No. 253-2021 Motion by Councilperson Judd, seconded by Councilperson Brown, to approve the prepaid checks as presented.

PREPAIDS FOR TOWN BOARD APPROVAL 9/21/2021							
DATE	CHECK NUMBER	CASH CODE	VENDOR	ACCOUNT CODE	AMOUNT	CHECK AMOUNT	DESCRIPTION
08/24/21	ACH	Z99 1.110	CNB	AOO.590.9060.810.00	4,248.00		HSA July-September
				DAO.550.9060.810.00	1,008.75		
				LOO.574.9060.810.00	110.42	5,367.17	
08/25/21	1345	Z99 1.110	Wegmans	LOO 574.7410.492.00	33.24		craft supplies
			Aldi	LOO 574.7410.410.00	4.99		kitchen sink organizer
			USPS	LOO 574.7410.418.00	11.00		postage
			Jo-Ann Fabrics	LOO 574.7410.492.00	23.96		craft supplies
			Tops Markets	LOO 574.7410.492.00	6.00	79.19	program snacks
08/25/21	1346	Z99 1.110	Rob Williams	AOO 576.7520.490.00	375.00	375.00	return rental fee
08/25/21	1347	Z99 1.110	Mike Kornrich	AOO 570.7610.494.04	150.00	150.00	senior entertainment
08/25/21	1348	Z99 1.110	NYS Parks	AOO 570.7140.493.01	35.00	35.00	bus admittance 8/27
08/25/21	1349	Z99 1.110	Van Bortel	DBA 550.5130.480.00	110.00	110.00	interest charges
09/03/21	ACH	Z99 1.130	NYS Retirement	TAO 2.018	104.67	104.67	2nd qtr reporting
09/08/21	ACH	Z99 1.130	NYS Retirement	TAO 2.018	2,336.20	2,336.20	August reporting

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

INFORMATIONAL ITEMS

EAGLE SCOUT HISTORICAL MARKER RESTORATION PRESENTATION

Blake Mott of Troop 125 said he is working on his Eagle Scout project and is looking to restore Historical Markers in the Town of Parma. The main purpose of the project is to strip and repaint the signs restoring them back to good condition. He provided information to the Board detailing the project. He will be coordinating with Mr. Crumb, Town Historian, to define the restoration process and plans to restore 4-5 signs depending on condition. He is hoping to complete the project during the months of October/November 2021.

The safety aspects would include more than one person carrying the signs, helpers will need to wear masks and goggles for protection during painting and stripping, specific tools will be used only by authorized helpers, and all signs will be checked for lead paint before starting the project.

The Board thinks this is a great idea and thanked Blake for coming in and presenting the project and details.

PUBLIC HEARING

IN THE MATTER OF THE FORMATION OF THE TOWN OF PARMA AMBULANCE DISTRICT – SPENCERPORT FIRE DISTRICT

The Public Hearing was opened at 7:00 pm. Supervisor Barton read the following legal notice that was advertised in the Westside News and on the Town Website and Bulletin Board.

PUBLIC HEARING – TO CONSIDER THE FORMATION OF THE TOWN OF PARMA AMBULANCE DISTRICT SPENCERPORT FIRE DISTRICT

PLEASE TAKE NOTICE, That the Town Board of the Town of Parma shall hold and conduct a Public Hearing to consider the formation of the Town of Parma Ambulance District within the Spencerport Fire District, which Public Hearing will be held at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York on the 21st day of September 2021, at 7:00 PM and at which hearing all interested persons shall be heard concerning the subject matter thereof and concerning the same. The boundaries of such proposed district those portions of the Town of Parma who are within the Spencerport Fire District. There is no indebtedness proposed to be incurred by the Town of Parma Ambulance District and accordingly, no disposition of such indebtedness is required to be determined. It is proposed that the basis of the future assessment of all costs of such district shall be taxed on an ad valorem basis. It is anticipated that the total first year cost of the district will not exceed \$528,682.00, resulting in a first-year cost to each property owner of \$.46/thousands of assessed valuations. The Town Board of the Town of Parma will act as the Board of Commissioners for such District.

By order of the Town Board of
the Town of Parma

Carrie Fracassi
Town Clerk
Dated: August 30, 2021

Jim Gray, President of the Gates Volunteer Ambulance spoke about the reason to establish the tax district. This allows them to fund the ambulance service versus depending only on donations. This would affect residents from the Town of Ogden, Parma, and Village of Hilton within the Spencerport Fire District. The cost to residents would be .46 cents per thousand assessed values.

Dan Disalvo, Gates Ambulance, said the Spencerport Fire District covers the South portion of Parma. There has been discussion since 2019 to set up a taxing district among Gates Ambulance and the Towns involved and has become more important as more training is necessary and since the COVID pandemic hit. The amount they are proposing keeps all towns including Gates paying the same amount, and they feel they will not need an increase for at least a year or two. Currently Police Departments and Fire Departments are funded by taxes; the ambulance companies are funded by donations or billing. This

taxing district will add income to their budget to allow them to continue operating. Each Town Board in the district must approve any increase in the future.

The Gates Ambulance averages 7600 calls per year, and they cover 95% of the calls with very limited need for mutual aid to cover those calls and they do provide mutual aid coverage to surrounding areas. They have 7 ambulances currently; a new ambulance costs approximately \$168,000.00, not including any of the medical equipment and supplies needed on board to respond to calls.

Supervisor Barton felt they should ask for more per thousand so they can create a reserve account and stated other ambulance groups are looking to do the same. Mr. Disalvo stated this proposed amount keeps all entities paying the same amount and will give them data to determine if an adjustment is needed.

Dan Rockafellow, asked where the coverage extends to and if they already cover the area. Mr. Disalvo said coverage goes to north of 104 and part of Peck Road, they do already cover the area. Anyone using the service will receive a credit of \$150.00 towards any balances due; this is for unlimited uses.

Melissa Geffert, Gates Ambulance explained some of the programs that are offered through them that are not emergency related and are not chargeable services, including, presence at sporting and public events, blood pressure checks, car seat checks, meeting with residents for safety checks in the home and making house calls for falls/lifts.

Supervisor Barton asked if there was anyone in the audience that would like to speak. There was no response, and the Public Hearing was closed at 7:36 pm.

RESOLUTION AND FINAL ORDER ESTABLISHING
THE TOWN OF PARMA AMBULANCE DISTRICT WITHIN THE
SPENCERPORT FIRE DISTRICT

RESOLUTION NO. 254-2021 Motion by Councilperson Brown, seconded by Councilperson
Judd;

WHEREAS, on August 17, 2021 the Town Board did adopt an Order reciting the boundaries of the proposed Ambulance District, there being no improvements or expenditures to be made or incurred within such district, and calling for a Public Hearing to be held and conducted by the said Town Board at the Town of Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York 14468 on the 21st day of September 2021 at 7:00 p.m. for the purposes of considering the formation of such Ambulance District and to hear all persons interested in the subject thereof concerning the same; and

WHEREAS, copies of such Order were duly published and posted according to law, and the said Town Board did, at the time and place specified in such Order, duly meet and consider such proposal and hear all persons interested in the subject thereof, who appeared at such time and place, concerning the same; and

WHEREAS, the evidence offered at such time and place requires that the Town Board make the determinations hereinafter made;

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

1. The Notice of Hearing was published and posted as required by Law and was otherwise sufficient;
2. That all of the property and property owners with the proposed Ambulance District are benefited thereby;
3. That all of the property and property owners benefited are included within the proposed Ambulance District;
4. It is in the public interest to establish the proposed Ambulance District as hereinafter described; and be it

FURTHER RESOLVED, that the Town Board of the Town of PARMA does, by the adoption of this Final Order and Resolution, approve the establishment of the Town of PARMA Ambulance District, the boundaries of which shall be those portions of the Town of Parma who are within the Spencerport Fire District, pursuant to the provisions of §209 of Town Law,

FURTHER RESOLVED, that, as there is no indebtedness proposed to be incurred by the said Ambulance District, that no disposition of such indebtedness is required to be determined, and the consent of the State Comptroller not being required as a result thereof; and be it

FURTHER RESOLVED, that this Final Order and Resolution is subject to a Permissive Referendum in the manner provided in Article Seven of the Town Law and Subdivision 3 of Section 209-e of the Town Law.

Motion carried: Aye 5 (Barton, Roose, Judd, Brown, Ciufo) Nay 0

PROCESS FOR EXPENDITURES

Supervisor Barton will be sending an email to Department Heads to review the process for coming to the Board to approve expenditures. Before coming to the Town Board, Department Heads should go to the Finance Department to determine if there is money and where the funds will be coming from.

FENCE SURVEY

Supervisor Barton noted that there have been approximately 500 responses to the Fence Survey. He will send the survey to the new Town Board members to review, and this will be discussed at the next Town Board meeting.

LAKESHORE PROJECTS

There has been a lot of back and forth between the Town and the State; the process has not gone as smoothly as the State made it seem like it would.

442 TRIMMER ROAD

Supervisor Barton said the Town Attorney is finishing up an Order to Show Cause for the Supervisor to sign next week and that will open a case in Supreme Court. Because of COVID the courts are backed up so it could be a long process but will be started.

LIAISON REPORTS

**Councilperson Roose reported there was discussion at Planning Board about a property split on Ridge Road/Manitou Road.

**Councilperson Judd reported the Assessor is concerned about coverage in the office after Ann leaves. There have been more people visiting the library which has been nice. Genesee County Land Trust has taken over the DeMeyer application and will let the Town know the next steps in the process.

**Councilperson Brown is still waiting for liaison assignments and had no report.

**Councilperson Ciufu is still waiting for liaison assignments and had no report.

**Supervisor Barton noted that one application was tabled for notifications and one application was approved at the Zoning Board meeting last week.

WARRANT

The Town Clerk noted that she and the Finance Director talked and will begin sending the Board the full Council Report so all Board Members will see what bills are paid under which budget line.

RESOLUTION No. 255-2021 Motion by Councilperson Brown, seconded by Councilperson Roose to approve payment of AOO General Fund bills, in the amount of \$171,306.27.

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

RESOLUTION No. 256-2021 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of BOO Part Town Fund bills, in the amount of \$17,938.05.

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

RESOLUTION No. 257-2021 Motion by Councilperson Judd, seconded by Councilperson Ciufu to approve payment of DAO Highway Town Wide Fund bills, in the amount of \$1,518.93.

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

RESOLUTION No. 258-2021 Motion by Councilperson Ciufu, seconded by Councilperson Brown to approve payment of DBO Highway Part Town Fund bills, in the amount of \$45,060.29.

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

RESOLUTION No. 259-2021 Motion by Councilperson Brown, seconded by Councilperson Roose to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$5730.00.

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

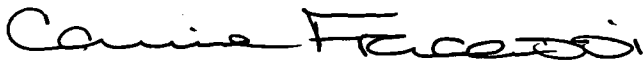
RESOLUTION No. 260-2021 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of TAO Trust and Agency Fund bills, in the amount of \$129.09.

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

The total to be paid is \$241,682.63

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 8:05 p.m., seconded by Councilperson Brown and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk