

Parma Town Board meeting held on Tuesday, April 16, 2019 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY

**ATTENDANCE**

Absent	Supervisor	Jack Barton	FILED TOWN CLERK'S OFFICE 5/9/2019 TOWN OF PARMA
	Councilperson	Gary Comardo	
	Councilperson	James Roose	
	Councilperson	Blake Keller	
	Councilperson	Linda Judd	
	Town Clerk	Carrie Fracassi	
	Building & Development Coordinator	Dennis Scibetta	
Absent	Dir. of Parks and Recreation	Tom Venniro	
Absent	Highway Superintendent	Brian Speer	

**OTHERS IN ATTENDANCE**

Leslie Boedicker, Library Director, Steve Zajac, Neil Houser, Mike Weldon, Jim Vinette and other members of the Public.

**CALL TO ORDER**

Deputy Supervisor Comardo called the meeting to order at 6:30 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Emergency exit procedures were noted.

**JOINT MEETING MINUTES – APRIL 2, 2019**

**RESOLUTION No. 116-2019** Motion by Councilperson Roose, seconded by Councilperson Keller, to accept the Minutes of the Joint meeting with the Village held on April 2, 2019.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**REGULAR MEETING MINUTES – APRIL 2, 2019**

**RESOLUTION No. 117-2019** Motion by Councilperson Keller, seconded by Councilperson Judd, to accept the Minutes of the regular meeting held on April 2, 2019.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

### **TOWN CLERK REPORT**

The Town Clerk reported she received a Road Closing notice from the Monroe County Department of Transportation for Clarkson Parma Town Line Road between Roosevelt Highway (Rt. 18) and Lawrence Road effective May 2, 2019 and lasting approximately 3 months for Bridge Rehabilitation. Notice was sent out to the School District, Highway Department, Fire Department, Monroe Ambulance, Monroe County Sheriff's Office and Post Office. The notice was put on our website and the bulletin board at the Town Hall.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer was absent. There was no report.

### **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported that it has been quiet but in the past week they have had a run on new houses.

### **RECREATION DEPARTMENT REPORT**

Mr. Venniro was absent but submitted the following report to the Town Clerk.

On April 12<sup>th</sup> they hosted the annual Dinner with the Easter Bunny at the VFW Lodge. There were roughly 85 attendees. The Parma Pizza Party will be held on May 3<sup>rd</sup>, this is a fun but labor intensive event and any assistance would be welcome.

The 2019 Spring Summer Experience Brochure will be distributed next week to coincide with the new registration software being put in place.

The Recreation full-time staff attended the 2019 NYSRPS State Conference from April 6 through April 8<sup>th</sup>. They will be sharing their conference reports at a later meeting.

#### *Park Update:*

The park hours have opened up for the season and park attendants have started working nights and weekends. The first set of park users, U8 baseball and modified baseball are set to be in the park as early as this week.

### **LIBRARY REPORT**

Leslie Boedicker reported that the company doing the roof repair has started moving equipment on the roof; however, they are still waiting for some consistent weather to continue. There were few complaints from neighbors when the machine came in to remove the rocks off the roof.

The Library is working in conjunction with a NYS program to bring fishing poles into the Library which can be checked out so people can go fishing. She has prepared a brochure with information on licensing and places to go fishing.

The Summer Reading Program will begin in July this year, which is later than usual because school will not be ending until the last week of June.

The Friends of the Library book sale will run April 23<sup>rd</sup>-27<sup>th</sup>. It will run in conjunction with the Treasure Trek, a Chamber of Commerce sponsored event on April 27<sup>th</sup> taking place throughout the Village. During the event participants can shop or visit as many participating Hilton businesses as they want and collect stickers. Anyone collecting three or more stickers can enter into a drawing at M&T Bank. The participating businesses will have sales, discounts and giveaways during the event.

### **PUBLIC FORUM**

Deputy Supervisor Comardo asked if there was any other citizen who would like to address the Town Board with any concerns. There was no response.

### **BUSINESS ITEMS**

### **HISTORIAN REPORT**

Dave Crumb, Town Historian came to update the Board on some upcoming things. On May 18, 2019 they will be hosting a dinner to celebrate its 50<sup>th</sup> anniversary at the Fireman's Exempt Club. Tickets are \$20.00 for anyone interested in attending and are available in the Historian's Office.

Dave Crumb and David Almeter will be co-authoring a book titled The Parma Hilton Timeline. It will be 40 to 45 pages beginning in 1638 when the land was under Dutch Rule up to and including 2019. They will be using Copy Town Enterprises in Lima, New York to publish the book and hope to have them available for sale at the May 18<sup>th</sup> celebration and sales will continue at

different locations throughout Town. He will be using \$1,000 from their budget line from the Town to facilitate this and an equal amount from the Village. The cost of the book will be \$10.00. A resolution was not needed because the money is in the budget line.

### **TOWN CLERK OFFICE-MRB**

**RESOLUTION No. 118-2019** Motion by Councilperson Keller, seconded by Councilperson Roose to authorize the Deputy Supervisor to sign the Proposal for Professional Services for the Parma Town Hall Clerk's Office Area Renovation with MRB in the amount of \$15,000.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

### **RATE CHANGE – KEY FINANCING HIGHWAY EQUIPMENT**

**RESOLUTION No. 119-2019** Motion by Councilperson Judd, seconded by Councilperson Roose to amend the purchase amount for Highway Equipment to \$509,200 at a 3.68% interest rate.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

### **PARK FOREMAN HIRE AND RATE APPROVAL**

Tom Venniro provided the Town Clerk with his recommendation for this position as follows: The position of Park Foreman has been offered to Phil Smith and Mr. Venniro is seeking approval to hire and set the pay rate. He would have a start date as soon as April 24<sup>th</sup> but no later than May 1<sup>st</sup>. Mr. Smith is currently serving at the Town of Parma Highway Department in the capacity of MEO. He has been with the Town over 5 years and has valuable experience. He is one of three mechanics so he would be able to maintain vehicles in house versus sending them somewhere. He is familiar with drainage work, concrete work, road work, and some electric work which would be normally outsourced. He is already very well versed in most Town Policy. He is familiar with the park because he has performed work in the park over the past five year. He would like to bring him in at a rate of \$23.70. Mr. Venniro noted in his report that Mr. Smith has a great attitude and a desire to make Parma better which was apparent in his interviews and also with his relationships with the community and Town employees.

Mr. Venniro and Supervisor Barton interviewed over a dozen applicants in the last six weeks and believe they have the best candidate for the job.

**RESOLUTION No. 120-2019** Motion by Councilperson Roose, seconded by Councilperson Keller to hire Phil Smith to the position of Park Foreman at the pay rate of \$23.70 per hour with a start date to be determined by the two departments.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**SEASONAL RECREATION HIRE (BEFORE/AFTER SCHOOL)**  
**RATE APPROVAL**

Also in Mr. Venniro's report he recommended the Seasonal Recreation Hire for the Before/After School Program. This position was approved to advertise/hire after they lost two After School Staff Members. He is seeking approval to hire and set the pay rate for Alexis Schlosnki as Seasonal Recreation Assistant at a rate of \$11.10 with a start date as soon as April 24, 2019.

**RESOLUTION No. 121-2019** Motion by Councilperson Keller, seconded by Councilperson Judd to hire Alexis Schlonski to the position of Seasonal Recreation Assistant at the pay rate of \$11.10 per hour with a start date of April 24, 2019.

Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**INFORMATIONAL ITEMS**

Mike Weldon asked what is happening with the Dome on Ridge Road. Dennis Scibetta said that they submitted three different plans and are working with the insurance companies. It looks like it will be a similar dome (air supported) structure in the same footprint.

Mr. Weldon clarified with the Town Clerk the location of the bridge closing on Clarkson Parma Town Line Road.

Mr. Weldon asked if the sign on Burritt Road needs a permit. Mr. Scibetta stated that he does not have a permit and would require one. He has been sent a letter to come in and get permits from the Town, which he has 10 days to do. The sign is an illegal sign.

**LIAISON REPORTS**

\*\* Councilperson Keller reported that there is a Zoning Board meeting this week; however, he will not be in attendance. There are three applications for accessory structures, including the one tabled last month. He would like to continue looking at these accessory structure requests to see if the Board needs more guidance to rule on these.

\*\* Councilperson Comardo reported that HPDICE met last week. They are preparing for end of school year events.

\*\* Councilperson Roose reported that while he was unable to attend the Dinner with the Easter Bunny, there was a good turnout. They are looking for volunteers at the Pizza Party being held

on May 3, 2019. The park has opened for their extended hours and the park attendants are working nights and weekends.

\*\* Councilperson Judd reported that Planning Board had two items on their Agenda; both items were tabled for additional information. There was discussion at the meeting about the Fairfield Development and the ability to revert it back to its original zoning. There have been no approvals to develop the land, no sewers, and the property is landlocked. Currently the only activity on the land is for fill permits they continue to renew. The Farmland and Open Space Committee has applied for the sign at Zarpentine Farms.

### **WARRANT**

**RESOLUTION No. 122-2019** Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of AOO General Fund bills, in the amount of \$56,779.92.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**RESOLUTION No. 123-2019** Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of BOO Part Town Fund bills, in the amount of \$1,188.09.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**RESOLUTION No. 124-2019** Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of DAO Highway Townwide Fund bills, in the amount of \$141,629.74.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**RESOLUTION No. 125-2019** Motion by Councilperson Judd, seconded by Councilperson Keller to approve payment of DBO Highway Part Town Fund bills, in the amount of \$60,385.43.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**RESOLUTION No. 126-2019** Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$1,165.80.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

**RESOLUTION No. 127-2019** Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of TAO Trust and Agency Fund bills, in the amount of \$867.71.  
Motion carried: Aye 4 (Comardo, Roose, Keller, Judd) Nay 0 Absent 1 (Barton)

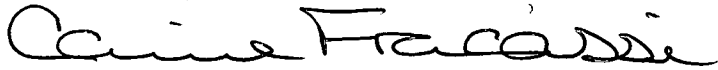
**The total to be paid is \$262,016.69**

There was no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 7:12 p.m., seconded by Councilperson Keller and all were in favor.

Town of Parma Town Board  
April 16, 2019

7

Respectfully submitted,

A handwritten signature in cursive script that reads "Carrie Fracassi". The signature is written in black ink and is positioned above the printed name and title.

Carrie Fracassi  
Parma Town Clerk