

Parma Town Board meeting held on Tuesday, December 3, 2019 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY

### ATTENDANCE

Supervisor	Jack Barton
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Blake Keller
Councilperson	Linda Judd
Town Clerk	Carrie Fracassi
Building & Development Coordinator	Dennis Scibetta
Dir. of Parks and Recreation	Tom Venniro
Absent Highway Superintendent	Brian Speer

FILED  
TOWN CLERK'S OFFICE  
12/18/2019  
TOWN OF PARMA

### OTHERS IN ATTENDANCE

Mike Weldon, Steve Zajac, Jim Vinette, Kathryn Bache, Kayla Alston, Justin Getty, Zachary Haffen and other 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 – NOVEMBER 19, 2019

**RESOLUTION No. 300-2019** Motion by Councilperson Comardo, seconded by Councilperson Judd, to accept the Minutes of the regular meeting held on November 19, 2019 as presented.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

### TOWN CLERK REPORT

The Town Clerk reported that the Town Clerk and VFW Reports for November have been submitted to the Supervisor's Office. The Town Clerk reported that after looking at reports to date going back to 2017 she found that the VFW rental amounts have stayed pretty consistent.

### HIGHWAY DEPARTMENT REPORT

Supt. Speer was absent. Supervisor Barton reported that Highway Superintendent Elect Christ will be holding interviews for the two open Highway Department positions this week.

## **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported that they are down in permits from last year. It has been slower with the holidays. The office has been able to catch up on a lot of other things.

## **PARKS AND RECREATION DEPARTMENT REPORT**

Mr. Venniro reported that the Budget Reports are accurate through most of November 2019. Registration numbers continue to be solid for Fall 2019 programming. The Parks Department has been working on snow removal and painting the Town Clerk's Office.

The 2019 Tree Lighting Ceremony will be held on Saturday, December 7<sup>th</sup> at the Village Community Center. The event will feature treats, a movie, games, the tree lighting, carols, wagon rides and a visit with Santa. Anyone who would like to assist or just enjoy the event is more than welcome to attend.

Any Department that would like to add something to the Winter/Spring 2020 Experience Guide can contact Tom by December 13, 2019.

### *Park Update:*

The auction for the Park's pick-up truck is scheduled to end on December 4, 2019 and is currently at a bid of \$16,000.00.

The Park Hours are 9 a.m. to 6 p.m.

## **PUBLIC FORUM**

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

## **BUSINESS ITEMS**

### **AL LEONI RETIREMENT – HIGHWAY DEPARTMENT**

The Town Clerk received a letter from Al Leone on November 27, 2019 stating he would be retiring on November 30, 2019 from the Town of Parma Highway Department.

**RESOLUTION No. 301-2019**      Motion by Councilperson Roose seconded by Councilperson Comardo, to accept the Letter of Retirement from Al Leone effective November 30, 2019 from the Town of Parma Highway Department.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

## **HR HANDBOOK**

Supervisor Barton noted that there will be some changes made to the HR Handbook which should be finished this week and he will get them to the Board to review for the next meeting.

## **GEODETIC MONUMENT IN PARK**

Robert Hatch from Schultz Associates reached out to Mr. Venniuro about installing a Geodetic Monument at Parma Town Park on behalf of the Genesee Valley Land Surveyor's Association and the family of Daryl Moser. Daryl Moser and family lived on Clarkson-Parma Town Line Road and was a highly respected surveyor who recently passed away. The monument itself is a four inch disc that gets buried 3-4 feet into the ground (preferably an open area with grass). The monument represents a final resting point and is used as an educational piece and can also be used by local surveyors as a known point where they can set up base and test equipment based on the coordinates of the point. The group would like to install and dedicate the monument in late winter/early spring. There would be no cost to the Town.

Supervisor Barton noted that he felt this was a great idea and a nice tribute to Daryl Moser who worked in our area for a long time. At one point he had offices on Ridge Road, lived in the community and was helpful when making updates to the Town Code back in 1998.

Councilperson Keller said it seems like a good idea but wondered how these requests normally get handled and how they should in the future. Supervisor Barton said these requests always come to the Town Board for approval.

There was discussion about the educational value this could have since this will be sitting ground level. While it may not have an educational value to the general public it would for Land Surveyors or interns.

**RESOLUTION No. 302-2019** Motion by Councilperson Judd, seconded by Councilperson Comardo to approve the placement of a Geodetic Monument in the Town Park commemorating Daryl Moser's life and profession.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

## **BUDGET TRANSFERS**

**RESOLUTION No. 303-2019** Motion by Councilperson Roose, seconded by Councilperson Comardo to approve the Budget Transfers as presented in the amount of \$168,511.00.

TRANSFER			DEC			
FROM			TO			
ACCT #	DESCRIPTION	AMT.	ACCT #	DESCRIPTION	AMT.	REQUESTED
LOO.474.3840.00	STATE GRANTS	\$30,584.00	LOO.574.7410.460.00	CONTRACTED SERVICES	\$73,190.00	OLEARY
	FUND BALANCE	\$42,606.00				
AOO.513.1310.430.00	EDUCATIONAL	300.00	AOO.513.1310.460.00	CONTRACTED SERVICES	50.00	GAVIGAN
AOO.516.1430.464.00	GRANTS	1,000.00	AOO.513.1310.410.00	OFFICE SUPPLIES	250.00	GAVIGAN
AOO.516.1620.422.00	EQUIPMENT REPAIR	600.00	AOO.516.1430.460.00	CONTRACTED SERVICES	1,000.00	GAVIGAN
AOO.516.1620.490.00	TOWNHALL IMPROVEMENTS	20,000.00	AOO.516.1480.450.00	PERSONAL CAR USE	600.00	GAVIGAN
AOO.575.7520.430.00	EDUCATIONAL	200.00	AOO.516.1440.475.00	ENGINEERING	10,000.00	GAVIGAN
AOO.575.7520.431.00	SUBSCRIPTION	300.00	AOO.516.1620.460.00	CONTRACTED SERVICES	10,000.00	GAVIGAN
AOO.575.2670.00	BOOK SALE	1,078.00	AOO.575.7520.460.00	CONTRACTED SERVICES	1,578.00	GAVIGAN
AOO.476.2657.00	VFW RENTAL	1,363.00	AOO.576.7520.480.00	MISC EXPENSE	958.23	GAVIGAN
BOO.437.2773.00	PROPERTY MAINTENANCE	3,678.00	AOO.576.7520.490.00	PROCEEDS	404.77	GAVIGAN
BOO.537.3620.210.00	EQUIPMENT	377.00	BOO.537.3620.491.00	PROPERTY MAINTENANCE	4,055.00	SCIBETTA
BOO.482.2115.00	PLANNING BOARD FEES	8,000.00	BOO.582.8020.475.00	ENGINEERING	8,000.00	SCIBETTA
	B FUND BALANCE	12,000.00	BOO.537.3620.473.00	LEGAL FEES	12,000.00	SCIBETTA
DBO.550.5110.410.00	BLACK TOP REPAIRS	16,500.00	DBO.550.5130.452.00	VEHICLE MAINTENANCE	16,500.00	BARTON
DBO.550.5110.410.00	BLACK TOP REPAIRS	20,007.00	DBO.550.5130.210.00	EQUIPMENT	20,007.00	BARTON
DBO.550.5110.410.00	BLACK TOP REPAIRS	5,300.00	DBO.550.5130.460.00	CONTRACTED SERVICES	5,300.00	BARTON
DBO.550.5130.480.00	MISC. EXPENSE	4,418.00	DBO.550.5130.120.00	PART TIME	4,418.00	BARTON
AOO.550.5010.410.00	OFFICE SUPPLIES	200.00	AOO.550.5132.415.00	JANITORIAL SUPPLIES	200.00	BARTON
		168,511.00			168,511.00	

Supervisor Barton noted that the transfers approved by him are Highway Department transfers. The transfers are coming out of the Black Top Repair line that was never completed and put into lines that had zero balances and need funding to pay bills.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

### TRANSFER FOR FALL BRUSH

**RESOLUTION No. 304-2019** Motion by Councilperson Roose, seconded by Councilperson Comardo to approve the transfer for Fall Brush as presented in the amount of \$22,000.00.

TRANSFER			DEC			
FROM			TO			
ACCT #	DESCRIPTION	AMT.	ACCT #	DESCRIPTION	AMT.	REQUESTED
BOO.599.9901.911.00	INTERFUND TRANSFER	\$22,000.00	DBO.450.5031.01	BRUSH REVENUE	\$22,000.00	SPEER
	BRUSH					
		22,000.00			22,000.00	

Councilperson Comardo asked if the Town was going to return to the policy of only picking up brush during the two time periods set up in the spring and fall. Supervisor Barton believed that was going to be true. The conversations with the Superintendent Elect have been that with the amount of County work the Department will be doing they will not have the opportunity to do year round brush clean up, this will take some getting used to for the residents who are used to the Town picking up brush year round.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**MISCELLANEOUS**  
**INFORMATIONAL ITEMS**

**LIAISON REPORTS**

- \*\* Councilperson Keller reported there is a Zoning Board meeting in two weeks.
- \*\* Councilperson Comardo reported that there has not been an HPDICE meeting since June.
- \*\* Councilperson Roose asked what year the Parks Truck is that is being auctioned. Mr. Venniro said it was a 2011. There was discussion about the auction.
- \*\* Councilperson Judd attended the Library Board meeting today. They discussed a training class coming up in January, their Christmas Party and books sent to Friends of the Library. They are looking for and accepting applications for 2 Library Board member positions. Planning Board meets this Thursday and Farmland and Open Space Committee has not met.
- \*\* Supervisor Barton noted that he had approximately 40 First Graders tour the Historical Building and the Town Hall today. There will be an equal amount of kids on Thursday and Friday this week. He will be speaking at the Town Clerk's Association meeting on Thursday morning. It is being hosted by Parma at Braemar Country Club.

There was no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 6:59 p.m., seconded by Councilperson Roose and all were in favor.

Respectfully submitted,



Carrie Fracassi  
Parma Town Clerk