

Parma Town Board meeting held on Tuesday, November 19, 2019 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY

ATTENDANCE

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

FILED
TOWN CLERK'S OFFICE
12/4/2019
TOWN OF PARMA

OTHERS IN ATTENDANCE

Lon Jacobs, Teresa Cummings, Deputy Town Clerk and Tax Receiver, Larry Gurrslin, Steve Zajac, Jim Christ 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 6, 2019

RESOLUTION No. 284-2019 Motion by Councilperson Comardo, seconded by Councilperson Judd, to accept the Minutes of the regular meeting held on November 6, 2019 as presented.

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

TOWN CLERK REPORT

The Town Clerk had no report.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was absent. There was no report.

BUILDING DEPARTMENT REPORT

Mr. Scibetta reported that the 2020 Census Survey has been completed; the Town of Parma added 282 new houses since 2010.

PARKS AND RECREATION **DEPARTMENT REPORT**

Mr. Venniro reported that the Parks and Recreation Budget Reports are accurate through most of November 2019.

The annual tree lighting is scheduled for Saturday, December 7th at the Village Community Center. The event will feature cookies, a movie, kid games, the tree lighting, carols, wagon rides and a visit with Santa. Anyone who would like to help or just come visit is more than welcome.

In partnership with the Lions Club the Senior Thanksgiving Dinner will be held on Wednesday, November 20th at Foster's. This event maxes out at 50 and is full. This event features a Thanksgiving meal and musical entertainment.

They are in the process of collecting information for the Winter/Spring 2020 Experience Guide. If any Town Department would like to include something, provide that information to Tom by December 13, 2019.

Park Update:

Snow removal has started early this season after the winter storm on November 11th and 12th. Clean up was successful and this will be priority number 1 as the snow falls. The previous parks pick-up truck is going live on Auction International on November 20th.

The Park is open from 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 were none.

BUSINESS ITEMS

SET PUBLIC HEARING SANDALWOOD **LIGHTING DISTRICT**

The paperwork for this request has not been received; this will be added as an Agenda item after the information is provided to the Town.

HIGHWAY DEPARTMENT POSITIONS

Jim Christ noted that they have received and reviewed some applications and interviews are being lined up. He is hoping to hire the first week of December. He would like to discuss hiring

part-time workers for the weekends with the hopes of reducing the overtime by using part-time workers to cover the weekends.

HOLIDAY HOURS FOR THE TOWN HALL OFFICES

RESOLUTION NO. 285-2019 Motion by Councilperson Roose, seconded by Councilperson Comardo, to authorize the closing of the Town Hall Offices at noon on December 24, 2019 and December 31, 2019.

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

PREPAID CHECKS

RESOLUTION NO. 286-2019 Motion by Councilperson Comardo, seconded by Councilperson Judd, to approve the Prepaid Checks as listed.

NOV							
VENDOR CODE	ACCOUNT CODE	DATE	CASH CODE	CHECK NUMBER	AMOUNT	DESCRIPTION	TRANSACTION
BRODNER	AOO.571.7110.210.00	10/17/19	Z991.110	1189	14,379.70	LAWNMOWER	DONE
IMS	AOO.516.1670.418.00	11/18/19	Z991.110		4,000.00	POSTAGE	DONE

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

MISCELLANEOUS

SET TIME FOR BILL PAY - DECEMBER 30, 2019

RESOLUTION NO. 287-2019 Motion by Councilperson Comardo, seconded by Councilperson Judd, to set the time and advertise for the Bill Pay meeting to be held on Monday, December 30, 2019 at 1 p.m.

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

**SET TIME FOR ORGANIZATIONAL MEETING –
JANUARY 2, 2020**

RESOLUTION NO. 288-2019 Motion by Councilperson Roose, seconded by Councilperson Judd, to set the time and advertise for the Organizational meeting to be held on Thursday, January 2, 2019 at 5:30 p.m.

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

INFORMATIONAL ITEMS

NAMING OF TOWN ROADS

Larry Gurrslin thanked the Town Clerk and the Town Clerk office for their quick response and help when he has contacted the Clerk's Office in the past six months. He stated that he appreciates the timely response; it means a lot and is important to the constituents. The Town Clerk thanked him.

Mr. Gurrslin is here on behalf of Dave Crumb as well, to discuss the naming of Public Streets in the future. He spoke of the importance of naming roads after members of the community. He told stories about how some of the roads in the Village got their name and the history that surrounds them and the importance of those names to the history of the Village and Town. In the Village they have the Historian come up with a list of suggested names and the reason and then they go through the process of getting it approved with the Office of Emergency Preparedness.

Supervisor Barton stated that the Planning Board gives the final approval of the street names but that they can be made aware of those names to be considered when naming roads in the future. Kris Schultz also has the list of approved names.

REDI-COMMISSION

In a revised letter received from the State to the Town, in addition to the two projects discussed at the last Town Board meeting, the Town has also been approved for a third project on an open beach area of East Wautoma to construct a breakwater in front of a right-of-way access point and elevate beach property. This will also receive 95% funding with the Town having to put 5% towards the project similar to the other two projects approved.

There was discussion about the sewer project that would run from Lakeside Boulevard to the end of West Beach; however, after reviewing this it was found that 1,000 feet on East Wautoma was not included in this. It was hoped that the Town would approve this and include East Wautoma into the project.

The request for a berm to run along the south side of the lake roads that the Town submitted to the State was not approved.

The projects the Town will be doing have to be submitted to the State by February and the State would like to see the projects completed within 3 years. The first step is to sign the REDI-Grant Intake Form and return it to NYS.

RESOLUTION No. 289-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to authorize the Supervisor to sign the REDI Grant Intake Form that identifies the three projects and that the Town of Parma wants to do these projects and will come up with the needed funding.

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

WARRANT

RESOLUTION No. 290-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of AOO General Fund bills, in the amount of \$300,076.84.

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

RESOLUTION No. 291-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of BOO Part Town Fund bills, in the amount of \$50,780.01.

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

RESOLUTION No. 292-2019 Motion by Councilperson Judd, seconded by Councilperson Comardo to approve payment of DAO Highway Townwide Fund bills, in the amount of \$37,412.36.

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

RESOLUTION No. 293-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of DBO Highway Part Town Fund bills, in the amount of \$64,920.39.

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

RESOLUTION No. 294-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of LOO Library Fund bills, in the amount of \$36,547.66.

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

RESOLUTION No. 295-2019 Motion by Councilperson Judd, seconded by Councilperson Comardo to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$8,592.50.

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

RESOLUTION No. 296-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of SW1 Clarkson Parma TL Water Fund bills, in the amount of \$8,408.22.

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

RESOLUTION No. 297-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of TAO Trust and Agency Fund bills, in the amount of \$1067.91.

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

The total to be paid is \$507,805.89

LIAISON REPORTS

**Councilperson Keller was absent. There was no report.

**Councilperson Comardo reported that there has not been a HPDICE meeting.

**Councilperson Roose noted that if anyone is interested the Recreation Department is looking for people to help with the upcoming Tree Lighting Ceremony.

**Councilperson Judd reported that Farmland and Open Space did not meet. The Library Board met and discussed Budget concerns. All business on the Planning Board Agenda was determined at last night's meeting. Supervisor Barton would like the Town to move forward with getting a TV for the audience to view at meetings.

ENTER INTO EXECUTIVE SESSION

RESOLUTION No. 298-2019 Motion by Councilperson Roose, seconded by Councilperson Comardo to enter into Executive Session to discuss the employment history of a particular person. There will be no business conducted after the Executive Session.
Motion carried: Aye 4 (Barton, Comardo, Roose, Judd) Nay 0 Absent (Keller)

Entered into Executive Session at 7:23 p.m.

EXIT OUT OF EXECUTIVE SESSION

RESOLUTION No. 299-2019 Motion by Councilperson Judd, seconded by Councilperson Comardo to exit out of Executive Session and enter back into Regular Session at 8:20 p.m.
Motion carried: Aye 4 (Barton, Comardo, Roose, Judd) Nay 0 Absent (Keller)

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 8:21 p.m., seconded by Councilperson Comardo and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk