

Parma Town Board meeting held on Tuesday, October 1, 2019 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY

### ATTENDANCE

	Supervisor	Jack Barton
	Councilperson	Gary Comardo
Absent	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 Venniro
Absent	Highway Superintendent	Brian Speer

### OTHERS IN ATTENDANCE

Leslie Boedicker, Library Director, John Huber, Steve Zajac, Gabrielle DePetres, Celina Vargas, Mike Weldon 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 – SEPTEMBER 17, 2019

RESOLUTION No. 242-2019 Motion by Councilperson Comardo, seconded by Councilperson Judd, to accept the Minutes of the regular meeting held on September 17, 2019. Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

### TOWN CLERK REPORT

The Town Clerk reported that the Town Clerk and VFW Reports for September will be ready for the next Town Board meeting. The office has been very busy with the 2019/20 School Tax collection cycle. The Surrender for Installments to the County was finished and sent to them today.

The 2020 Tentative Budget has been provided to the Town Clerk from the Finance Director and has been sent to Waylen to put on our Website.

## **HIGHWAY DEPARTMENT REPORT**

Supt. Speer was absent. There was no report.

## **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported they are getting close to closing out some subdivisions. They are at the same number of building permits issued last year and there are 5 new house permits for the Sandalwood Subdivision.

The quotes are coming in for the brickwork for the front of the building. There has been some interest in the Town Clerk Office Renovation job.

## **PARKS AND RECREATION DEPARTMENT REPORT**

Mr. Venniro reported that the Budget Report is accurate through most of September 2019. The Fall 2019 Experience Guide is available online and has been sent to homes via the school district. Registration is under way and many programs have started.

Mr. Venniro attended the National Recreation and Parks Association Conference last week in Baltimore, MD. He will be submitting a report of his experiences to the Board. Some of the topics he will be highlighting will include background checks for staff and volunteers, playground replacement options, dog park designs and amenity trends for 2020 and beyond.

### *Park Update:*

The Baseball Field Project is underway and everything is moving along nicely. The fields have been stripped, cut and measured. The material has been delivered and will be going down in phases over the next couple of weeks.

The Parks Department has revitalized the small historic Doctor's Office behind the meeting house. The roof has been completed and other work was completed to shore up the structure and any deficiencies.

A local scout troop has offered to donate a permanent Gaga Pit to the Park. Gaga Ball is a very popular game. The Town and Village worked together to install a base and are just waiting for the pit to be installed. It will be located between the skate park and warming hut.

The new Pick-up truck was delivered two weeks ago. They will now be putting the old truck up for auction. They are hoping to use the money from the sale of the truck for a new plow for the new truck.

## **LIBRARY REPORT**

Leslie Boedicker reported that after some further investigation she has discovered that there are Census people in the area currently, not going door to door. Their main purpose is for them to visually see where the vacant properties are so they do not spend money sending mailings to those properties.

The first installment for the roof grant has come in from the state. The remaining money will be sent after the final report is finished.

## **PUBLIC FORUM**

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

John Huber asked Dennis Scibetta if there is a policy in place to promote more growth in Parma and what the report on how many permits the Town has issued over last years is for. Dennis Scibetta explained that they compare the number of permits to last year to see how growth in the Town is being managed and also to see where we compare to other Towns with growth and the amount of new houses. They always encourage new growth in current subdivisions to anyone looking to move into Parma. They try to balance the growth while also keeping the farmland intact.

Mr. Huber asked Mr. Venniro what the auction is that we send our equipment to for disposal. Mr. Venniro explained that he has recently started using Auction International which is an online auction for municipalities which has been pretty successful. He also noticed the disc golf baskets have been removed and asked if that is seasonal or are they looking to change it around. Mr. Venniro will look into this.

Supervisor Barton noted that he contacted NYSDOT about the bridge on Parma Center Road over Salmon Creek and they have already patched it with blacktop.

## **BUSINESS ITEMS**

### **SET THE PUBLIC HEARING FOR THE 2020 BUDGET**

**RESOLUTION No. 243-2019** Motion by Councilperson Comardo, seconded by Councilperson Judd, to schedule the Public Hearing for the 2020 Preliminary Budget for Wednesday, November 6, 2019 at 7:00 p.m. to be held at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY.

Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

**HIGHWAY DEPARTMENT – DISPOSAL OF  
 SURPLUS EQUIPMENT**

The Highway Department ordered two new pick-up trucks this year and they have been delivered and are on the road now leaving two vehicles as surplus to go to auction.

**RESOLUTION No. 244-2019** Motion by Councilperson Comardo, seconded by Councilperson Judd, to identify the 2005 Ford Ranger and 2009 Ford F150, detailed below, as surplus equipment and authorize them to go out to auction.

<b>YEAR</b>	<b>MAKE</b>	<b>BODY TYPE</b>	<b>ID #</b>	<b>LIC PLATE #</b>
2005	FORD	RANGER	1FTYR15E25PA78362	AG8750
2009	FORD	F150 4X4	1FTRX14W59FA07401	AD9914

Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

**RESOLUTION No. 245-2019** Motion by Councilperson Comardo, seconded by Councilperson Judd, to identify (2) 3,000 gallon and (1) 1,000 gallon tanks as surplus equipment and authorize them to go out to auction.

Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

**RETIREMENT REPORTING RESOLUTION  
 ELECTED AND APPOINTED OFFICIALS STANDARD  
 WORKDAY AND REPORTING**

**RESOLUTION No. 246-2019** Motion by Councilperson Comardo seconded by Councilperson Judd,

BE IT RESOLVED, that the Town of Parma hereby establishes the following as standard work days for the following appointed official and will report the officials to the New York State and Local Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

<b>Title</b>	<b>Name</b>	<b>Standard Work Day (Hrs/day)</b>	<b>Term Begins/Ends</b>	<b>Tier 1 Employee (Y/N)</b>	<b>Days/Month (based on Record of Activities)- maximum days reported is 20)</b>	<b>Not submitted (Check only if official did not submit their Record of Activities )</b>
<b>Appointed Officials</b>						
Zoning Board of Appeals	Dean Snyder	7	01/01/2019– 12/31/2021	N	1.24	

Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

**RETIREMENT REPORTING RESOLUTION**  
**ELECTED AND APPOINTED OFFICIALS STANDARD**  
**WORKDAY AND REPORTING**

**RESOLUTION No. 247-2019**      Motion by Councilperson Comardo seconded by  
Councilperson Judd,

BE IT RESOLVED, that the Town Clerk will change her form of record keeping from Record of Activity to the Town's time keeping system recognizing that this is for NYS Retirement Reporting only.

Motion carried: Aye 3 (Barton, Comardo, Judd) Nay 0 Absent 2 (Roose, Keller)

**MISCELLANEOUS**

**INFORMATIONAL ITEMS**

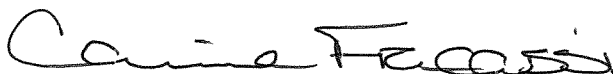
**LIAISON REPORTS**

- \*\* Councilperson Keller was absent. There was no report.
- \*\* Councilperson Comardo reported HPDICE has not met since the last meeting.
- \*\* Councilperson Roose was absent. There was no report.
- \*\* Councilperson Judd reported that there is a meeting at the VFW tonight hosted by the Genesee Land Trust and Farmland and Open Space to see if there is any interest in the community for the next round of grants. Planning Board is meeting this Thursday.

Mike Weldon asked about the November meeting scheduled for Wednesday. Supervisor Barton explained that because of Election Day on November 5, 2019 the Town Board meeting will be held on Wednesday, November 6, 2019 at 6:30 p.m.

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 6:55 p.m., seconded by Councilperson Comardo and all were in favor.

Respectfully submitted,



Carrie Fracassi  
Parma Town Clerk