

Parma Town Board meeting held on Tuesday, September 17, 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

OTHERS IN ATTENDANCE

Leslie Boedicker, Library Director, Jim Vinette, Mike Weldon, Steve Zajac, 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 3, 2019

RESOLUTION No. 226-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose, to accept the Minutes of the regular meeting held on September 3, 2019. Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

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 had no report. Supervisor Barton asked if Mr. Scibetta could follow up on the Engineering Reports with our Engineers for the Huffer Road and Peck Road properties for a couple structures that are in rough shape.

PARKS AND RECREATION **DEPARTMENT REPORT**

Mr. Venniro reported that the Parks and Recreation Department Budget Reports are accurate through most of September 2019 and will be available at an October meeting. The Fall Experience Guide is available online and will be sent home via the school district this week.

Jessie Brugger will be out for an extended period of time due to a car accident. She is the cornerstone of our Senior Programming and covering for her will be a challenge. They will be evaluating their options for this period of time. The Town expressed their condolences for the Christ family in the passing of their father.

Park Update:

The newly installed Community Garden at Parma Town Park has been vandalized for a 2nd time in a little over two months. The Scout group did a very nice job with this project and it is very sad to think individuals would vandalize it. The Troop leaders have brought attention to this through local media outlets and it was broadcast on Channel 10 news. The hope is to bring awareness to the community that such an event happened. The Town is looking into possible security cameras; however the distance between the building and the garden makes that more difficult to achieve, and discussions are being held regarding the future of the garden. RM Landscaping and other groups have reached out to help put the garden back together. Councilperson Roose thought maybe moving it to a more visible location should be looked at.

LIBRARY REPORT

Leslie Boedicker wanted to make the public aware that there are no census takers going door to door in the Town of Parma despite the phone calls received by the Town today. She has spoken to the representative that has been coming to the Library and they are supposed to let the Town know when canvassing for the Census would begin but that it would not be until early spring.

The grant for the digitization of the Hilton Record newspaper has been submitted and they hope to hear about that by October. She is also working on a Makerspace grant.

PUBLIC FORUM

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

Mike Weldon has a concern with a drop off between the building and the sidewalk that is a safety issue and asked if the landscaping in front of the building could be dressed up since it is the first thing people see when they come to the building. He asked who is responsible for maintaining and fixing the potholes on the bridge over Salmon Creek on Parma Center Road.

Supervisor Barton said that it is the County's responsibility and that he would mention it to the Department of Transportation.

BUSINESS ITEMS

SPECIAL POLICE APPOINTMENTS

RESOLUTION No. 227-2019 Motion by Councilperson Roose seconded by Councilperson Comardo to appoint Peter Colombo and Kenan Hasanbegovic to the Special Police Force effective immediately.

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

There is another interview coming up in the next couple of weeks. Steve Zajac asked if they had their training for Peace Officer status. There would be a concern and possible liability issues if not and they are in the roads.

BASEBALL FIELD WORK

Tom Venniro reported to the Board that he has received the quotes discussed at the last meeting for the Baseball Field work. The current fields are an issue during poor weather conditions and have drainage problems because they are not properly graded. They are a safety hazard due to dangerous hops, sunk in batter boxes, inappropriate mounds, and overly slick conditions with rain. The fields have not had proper work performed on them in roughly 15 years. After a lot of research and quotes received they have a better understanding of the process and are ready to move forward. There was discussion about funding. The money is already in the budget for this year to cover this expense and it has been determined that the Town can procure labor and materials separately which will benefit the Town. The work will be done on Fields 2 and 7.

After reviewing the 3 quotes received for labor he recommends using RM Landscaping. They are a local company and provided the most competitive quote. In addition, Mike Whelehan is the lead staff who has worked with the Town on many projects including the last time maintenance was done on the ballfields. The company is minutes away from the fields if we should ever need to seek advice or assistance.

For the Material the recommendation is different for each field due to the current makeup of the field and the maintenance that needs to be done. For Field 2 we are looking to more or less top-dress the field, so they are looking to use similar product to what is currently on the field. He would recommend we get that mix from Batavia Turf. For Field 7 they plan to take much more off the surface as it is in much worse shape and it will be like starting from scratch. He is recommending we procure that material from Lakeside Sod Supply Company. This material is very commonly used and may be a bit easier on staff for maintenance purposes.

Trying the two different materials appears to be more cost effective and will be a good opportunity to test which material works best for our conditions and practices going forward. After this reconstruction it would become routine to add top dressing to the fields every couple of years to keep them in good shape.

Labor Quotes:

RM Landscaping	\$28,639.00
Great Lakes	\$34,850.00
Home Field	\$40,200.00

Material Quotes Field 2:

Batavia Turf	\$15,000.00
Lakeside Sod	\$12,706.00
Northern Nurseries	\$13,106.00

Material Quotes Field 7:

Lakeside Sod	\$16,000.00
Batavia Turf	\$20,023.00
Northern Nurseries	\$17,773.00

There was discussion about the maintenance of the fields. Supervisor Barton asked about drainage. Mr. Venniro explained that it was recommended to not put drainage in the infield but to put drainage tiles in the outfield. Grading is the biggest issue currently. There will be training for staff for routine maintenance, realizing that the fields are used every day from May until the end of July and during the fall there is still one field being used.

RESOLUTION No. 228-2019 Motion by Councilperson Roose seconded by Councilperson Keller to approve the purchase of material from Batavia Turf for Field 2 Baseball Field reconstruction in the amount not to exceed \$15,000.00 based on the recommendation of landscapers as the best material for the existing conditions.

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

RESOLUTION No. 229-2019 Motion by Councilperson Judd seconded by Councilperson Comardo to approve the purchase of material from Lakeside Sod for Field 7 Baseball Field reconstruction in the amount not to exceed \$16,000.00.

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

RESOLUTION No. 230-2019 Motion by Councilperson Comardo seconded by Councilperson Keller to approve the expenditure of \$28,639.00 to RM Landscaping for labor costs to complete the Baseball Field reconstruction on Fields 2 and 7.

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

PREPAID CHECK

RESOLUTION No. 231-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to authorize the payment of Prepaid Checks as presented.

PREPAIDS			SEPT				
VENDOR CODE	ACCOUNT CODE	DATE	CASH CODE	CHECK NUMBER	AMOUNT	DESCRIPTION	TRANSACTION
JEFF MURPHY	AOO.570.7310.492.32	08/26/19	Z991.110	1175	850.00	BASEBALL CAMP	DONE
ROCHESTER AMERICANS	AOO.570.7989.420.00	09/05/19	Z991.110	1178	100.00	REC NIGHT	DONE
MONROE COUNTY HEALTH	AOO.516.1620.460.00	09/05/19	Z991.110	1179	212.50	SEPTIC	DONE

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

BUDGET TRANSFER

RESOLUTION No. 232-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo, to approve the Transfer as presented in the amount of \$35,233.56.

TRANSFER			SEPT			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO.570.7020.210.00	EQUIPMENT	\$2,000.00	AOO.516.7550.490.00	TOWN CELEBRATIONS	\$1,436.20	VENNIRO
AOO.570.7020.450.00	PERSONAL CAR USE	\$250.00	AOO.570.7020.422.00	EQUIPMENT REPAIR/RENTAL	\$5,000.00	VENNIRO
AOO.570.7140.416.01	PLAYGROUND SUPPLIES	\$271.10	AOO.570.7140.494.01	SCHOOL BEAR EXPENSE	\$500.00	VENNIRO
AOO.570.7140.491.01	PLAYGROUND SUPPLIE YOU	\$4,526.20	AOO.570.7310.490.22	SWIMMING EXPENSE	\$2,400.00	VENNIRO
AOO.570.7140.492.01	PLAYGROUND - BEAR	\$501.44	AOO.570.7310.494.02	PRE-SCHOOL EXPENSE	\$441.00	VENNIRO
AOO.570.7310.487.32	TRACK & FIELD CONDITIONIN	\$300.00	AOO.570.7310.494.32	VOLLEYBALL CAMP EXPENSE	\$17.50	VENNIRO
AOO.570.7310.488.32	RUNNING YOUTH EXPENSE	\$1,687.50	AOO.570.7310.496.02	SCIENCE EXPENSE	\$262.50	VENNIRO
AOO.570.7310.490.32	SWIM CAMP EXPENSE	\$4,949.23	AOO.570.7310.496.32	CHEERLEADING CAMP EXPENSE	\$26.50	VENNIRO
AOO.570.7310.492.32	BASEBALL CAMP EXPENSE	\$129.00	AOO.570.7310.497.32	BASKETBALL CAMP EXPENSE	\$2,113.13	VENNIRO
AOO.570.7310.493.32	SOFTBALL CAMP EXPENSE	\$60.00	AOO.570.7310.498.42	OTHER PROGRAMS	\$2,063.09	VENNIRO
AOO.570.7310.497.02	MUSIC EXPENSE	\$105.00	AOO.570.7310.499.32	FIELD HOCKEY EXPENSE	\$3,180.00	VENNIRO
AOO.570.7310.497.42	GOLF EXPENSE	\$272.00	AOO.570.7610.494.04	SR ENTERTAINMENT/EVENING	\$1,200.00	VENNIRO
AOO.570.7310.498.32	TENNIS EXPENSE	\$511.26	AOO.570.7620.496.05	T SHIRTS	\$138.64	VENNIRO
AOO.570.7310.499.42	ART CAMP EXPENSE	\$1,076.50	AOO.571.7110.210.00	OFFICE EQUIPMENT	\$297.00	VENNIRO
AOO.570.7610.490.04	TRIPS	\$2,200.00	AOO.571.7110.425.00	MAINTENANCE SUPPLIES	\$1,300.00	VENNIRO
AOO.570.7610.492.04	SR CRAFTS	\$236.33	AOO.571.7110.460.00	CONTRACTED SERVICES	\$1,600.00	VENNIRO
AOO.571.7110.490.00	PARK IMPROVEMENTS	\$2,900.00	AOO.576.7520.480.00	MISCELLANEOUS EXPENSES	\$500.00	VENNIRO
AOO.576.7520.110.00	VFW KEY KEEPER	\$200.00				VENNIRO
AOO.576.7520.120.00	VFW CLEANER	\$300.00				VENNIRO
AOO.513.1310.480.00	MISCELLANEOUS	60.00	AOO.513.1310.460.00	CONTRACTED SERVICES	\$60.00	GAVIGAN
AOO.516.1620.490.00	TOWNHALL IMPROVEMENT	8,000.00	AOO.516.1440.475.00	ENGINEERING	\$8,000.00	GAVIGAN
AOO.575.7510.210.00	OFFICE EQUIPMENT	600.00	AOO.575.7520.460.00	CONTRACTED SERVICES	\$1,598.00	GAVIGAN
AOO.575.7510.480.00	MISCELLANEOUS	299.00	AOO.576.7520.490.00	PROCEEDS	\$1,000.00	GAVIGAN
AOO.575.7520.410.00	OFFICE SUPPLIES	400.00				GAVIGAN
AOO.575.7520.480.00	MISCELLANEOUS	299.00				GAVIGAN
AOO.576.7520.441.00	GAS & ELECTRIC	1,000.00				GAVIGAN
AOO.550.5132.210.00	EQUIPMENT	\$500.00	AOO.550.5132.444.00	WATER	500.00	SPEER
AOO.550.5132.441.00	MAINTENANCE SUPPLIES	1,600.00	AOO.550.5132.442.00	TELEPHONE	1,600.00	SPEER
		35,233.56			35,233.56	

Councilperson Roose asked about the transfer from Maintenance Supplies to Telephone was for.
 Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

SEASONAL RECREATION ASSISTANT/BEFORE/AFTER SCHOOL

Tom Venniro explained that they had a couple more applications come in to fill the last open position for the Before and After School program. He has interviewed and as decided on Grace Dean who has experience and a lot of certifications useful to this position.

RESOLUTION No. 233-2019 Motion by Councilperson Judd, seconded by Councilperson Comardo to approve the hiring of Grace Dean to the position of Seasonal Recreation Assistant for the Before and After School program at a rate of \$12.50/hour for the 2019/20 school year.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

INFORMATIONAL ITEMS

SPECIAL POLICE TRAILER

Supervisor Barton noted that he has had a request through email for use of the Parma Special Police Trailer for the Applefest which houses a lot of their equipment.

RESOLUTION No. 234-2019 Motion by Supervisor Barton, seconded by Councilperson Judd to allow the use of the Special Police Safety Trailer during the 2019 Applefest.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

HEALTH CARE

The Town has chosen the new health care plans for the upcoming year. These plans have been reviewed with the Unions. The Town is required to give notice to all employees when there is a change being made to the coverage. The current co-pay plan is not available. They Town will be going with Excellus Gold 1. The High Deductible Silver 2 Plan is still available and will stay the same. There are three tiers at which the Town will contribute. The Town will pay 90% of the insurance premium for Highway employees hired prior to January 2012 and Town Hall employees hired prior to September 2008. The Town will pay 80% of the insurance premiums for Highway employees hired after January 2012 before January 2019 and Town Hall employees hired after September 2008 and prior to January 2019. The Town will pay 75% of the insurance premiums for all employees hired after January 2019. There was discussion about the amount the Town contributes to the HSA.

RESOLUTION No. 235-2019 Motion by Supervisor Comardo, seconded by Councilperson Roose to approve the Excel Gold 1 Copay Plan and continue the Excellus Silver 2 High Deductible Plan for the year beginning December 1, 2019 through November 30, 2020.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

MISCELLANEOUS

Supervisor Barton noted there was a meeting held last week by the State about the changes being made on Ridge Road. The meeting was pretty well advertised and very few people that attended. The project will include reducing from two lanes to one lane with a center turning lane and a 10' wide shoulder. This project is slated to be done next summer. The data suggest that this will help slow down traffic and decrease the amount of rear end accidents in this area.

The Supervisor and Finance Director are looking into a possible Eagle Scout project to refurbish some of the signs in the Town including the Martin Farm sign.

LIAISON REPORTS

**Councilperson Keller reported that there is a Zoning Board meeting this Thursday and he will be unable to attend but it looks like a routine meeting. The Doug Miller Dome is on the Agenda.

**Councilperson Comardo reported HPDICE has reconvened. He was unable to attend their last meeting.

**Councilperson Roose reported that he has spoken to different Assessors to get feedback on the fee the Board discussed at the last meeting for builders who wait to file their plans with the County and he will be sitting down with our Assessor also to see how this could affect the Town and the Builders.

**Councilperson Judd reported they are looking into where the sign is for Zarpentine Farms; it was ordered a while ago. Scott Copey has stepped down as Chairman for Farmland and Open Space. He would like to stay on the committee. They would like to do something for him for all of the work he has done for our Town and this committee. Genesee County Land Trust will be having an informational meeting on October 1, 2019 to make people aware about what goes on with the Genesee Land Trust. The Library Board has been discussing the budget. As for Planning Board, they approved the Deli on Ridge Road. The Mazda dealership is looking to add on to the building to make a better footprint/walking pattern for the business. Two other applications were tabled to October.

WARRANT

RESOLUTION No. 236-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of AOO General Fund bills, in the amount of \$66,620.04.

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

RESOLUTION No. 237-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of BOO Part Town Fund bills, in the amount of \$7,252.55.

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

RESOLUTION No. 238-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of DAO Highway Townwide Fund bills, in the amount of \$659.76.

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

RESOLUTION No. 239-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to approve payment of DBO Highway Part Town Fund bills, in the amount of \$25,253.40.

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

RESOLUTION No. 240-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$13,812.50.

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

RESOLUTION No. 241-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of TAO Trust and Agency Fund bills, in the amount of \$1,000.00.

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

The total to be paid is \$114,598.25

There was no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 7:50 p.m., seconded by Councilperson Keller and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk