

Parma Town Board meeting held on Tuesday, March 19, 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, Steve Zajac, Anthony DeBellis, Harvey Tran, Joe Gionta, John Huber, Charlie Maxwell, Alice Maxwell, Ron Gosnell, Pat O'Leary, Neil Houser, Joe Sciortino, John Waugh and other members of the Public.

CALL TO ORDER

Supervisor Barton 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.

REGULAR MEETING MINUTES – MARCH 5, 2019

RESOLUTION No. 96-2019 Motion by Councilperson Roose, seconded by Councilperson Judd, to accept the Minutes of the regular meeting on March 5, 2019.

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

TOWN CLERK REPORT

The Town Clerk reported that the VFW Report for February has been completed and submitted to the Supervisor's Office.

Tax collection continues in the office through the end of May but has slowed since the end of February. The Town Clerk will be putting the Agenda together for the Joint Meeting with the

Village on April 2, 2019. If there is anything anyone would like add please send it to the Town Clerk. The Agenda will go out the Friday before the meeting.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was absent, there was no report.

BUILDING DEPARTMENT REPORT

Mr. Scibetta reported Building Permits are up with three new house permits this week.

RECREATION DEPARTMENT REPORT

Mr. Venniro reported that Friday, April 12, 2019 will be the annual Dinner with the Easter Bunny at the VFW Lodge. This event includes a pizza dinner, photo opportunities with the Easter Bunny and entertainment. He invited Board Members to assist or attend the event.

There have been nearly 650 appointments for the Tax Preparation with the AARP and only approximately 8 appointment slots left this year.

The 2019 Spring Summer Experience Guide is being put together. Anyone who would like information included please have it to Tom by the end of this week.

Park Update:

The Park operating hours are 9 am. to 6pm. until April 1, 2019. Planning for the 2019 capital projects will begin shortly. Interviews for the open Park Foreman position are on-going. They hope to offer the position to the qualified candidate within a week and have a rate recommendation for the Board at the April 2, 2019 Board Meeting.

LIBRARY REPORT

Leslie Boedicker reported that MRB has completed the Feasibility Report for the new Library and she is hoping to have them do a presentation at the next Town Board Meeting. She received another grant to brand the Library or the Friends of the Library. Digitization of the Hilton Newspaper is almost complete and should be posted on the New York State Historical Newspaper Website sometime in April at which time they will proceed with finding which issues might have been missed so they get those digitized too.

The safety equipment is in place for the roof replacement to begin, however, they have to wait until there are three continuous nights where the temperature does not drop under 32 degrees to move forward.

PUBLIC FORUM

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

BUSINESS ITEMS

PREPAID CHECKS

RESOLUTION No. 97-2019 Motion by Councilperson Comardo, seconded by Councilperson Keller, to approve the prepaid checks as presented.

VENDOR CODE	ACCOUNT CODE	DATE	MARCH		AMOUNT	DESCRIPTION	TRANSACTION
			CASH CODE	CHECK NUMBER			
GEVA	AOO.570.7610.490.04	02/27/19	Z991.110	1110	230.00	SENIOR TRIP	DONE
MISC	AOO.411.2610.00	3/7/19	Z991.110	1116	15.00	PARKING TICKET OWED	DONE
TEXAS ROADHOUSE	AOO.570.7610.490.04	03/12/19	Z991.110	1118	778.83	SENIOR DINNER	DONE

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

DOG KENNEL AND SEIZURE FEES

Supervisor Barton explained that there has been an incident where the owner of a dog seized in the Town came in to pay the fines to get the dog out of the Kennel and wrote a check on a closed account. These fees are the only ones that cannot be recouped if a check is not good. For example a Building Permit can be voided, or a pavilion rental revoked. One option to avoid this going forward would be to make these fees payable by cash or credit only. The Town would continue to accept checks for all other fees.

RESOLUTION No. 98-2019 Motion by Councilperson Judd, seconded by Councilperson Roose to authorize the Town Clerk’s Office to accept cash or credit only for seizure and kennel fees for dogs.

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

PARK FIELD USE AGREEMENTS

Tom Venniro said that on average the Town engages in 12 Field Use Agreements with various organizations. Tonight he has seven of them for approval and signature by the Supervisor. All of

these have been approved in previous years. The majority of the agreement remains the same but there have been some changes to the fees either to reflect inflation or additional/less responsibilities of the Town. There also were some changes to language regarding food vendors which will be handled by the Recreation Department and not the organization. The Agreements ready for approval tonight are Fanconi Anemia 5K Run to be held on the trails on a Saturday morning in May, Hilton Central School Districts for use of 2 of the baseball fields for their Modified Baseball Teams, Hilton Cadets Youth Baseball Travel for use of one baseball field, Hilton Heat for all of their home games and tournament to be held a weekend in June, Cobras Tournament to be held July 12-14th, Team Valley Baseball Tournament from June 21st – 23rd and Rochester Cougars Tournament from July 5th – 7th.

RESOLUTION No. 99-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to authorize the Supervisor to sign the seven Field Use Agreements presented tonight.

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

SEARCH AND RESCUE SEMINAR

Tom Venniro said that he talked to the gentleman who operates a dog search and rescue class that is looking to use one of the multipurpose fields in the early morning beginning on May 18th for a total of three dates. The dates and times do not interfere with any other events in the park. His understanding is this is a small class, all dogs will be on leashes and they will pick up after them. There is a fee to attend the class and they maintain insurance. He wanted to know from the Board if they would like to enter into a formal agreement with them. Councilperson Comardo felt that some formal agreement is necessary to ensure there will be no misunderstandings. Councilperson Keller felt that having an agreement will be helpful to both parties. The Board asked Mr. Venniro to get further information and to modify an agreement to fit this.

MISCELLANEOUS

PURCHASE OF HIGHWAY EQUIPMENT

Supervisor Barton explained that the Board needs to modify the amount needed for the purchase of the Highway Equipment approved at the end of last year. The paperwork is being finalized with the bank and the amount needed was reduced along with the interest rate being lower. Originally the amount was \$511,000 and now it is \$509,200.

RESOLUTION No. 100-2019 Motion by Councilperson Comardo, seconded by Councilperson Judd to amend the purchase amount for Highway Equipment to \$509,200.

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

Supervisor Barton noted there is some training coming up that the Highway employees will have to take for Dig Safely and requirements needed that he will have to talk to Brian about.

INFORMATIONAL ITEMS

NORTH PARMA STATION

Joe Sciortino, the developer of North Parma Station provided the Board with a Conceptual Plan for the Subdivision for review. He came in tonight because he is ready to move ahead with the project at this point. Last year the property was rezoned and combined five tax parcels into one. The front part of the property has been earmarked for buildings to be used as office/medical space. There is space to have a joint library/recreation center if the Town was interested or an assisted living center. There was discussion about possible cost to the Town to build on the property, cost for the land, and possible funding if multiple departments were to join together. If he does not get a commitment for the front buildings he could put in additional housing in the front.

This project is outside the Village but the sewers will be coming from the Village. There may have to be upgrades as the demand increases on the sewers. The Builder would put sidewalks in leading to the subdivision. There will be approximately 200 units and some duplexes.

JOHN WAUGH – SIGNS

John Waugh, representing the Builder of Sandalwood is here to get permission to place a sign in the right-of-way on the south side of the road coming in to Sandalwood. The road that comes into Sandalwood is going to be owned by U-haul and will be a public road. There is not enough room for a front entrance so that is why they would like to place the sign in the proposed location which would also accomplish getting the current sign off of the RGE property.

He did not think it would be considered a permanent structure because they could take it down if needed and replace it if something happened to it. They would like it to be higher than the 4' allowed so that people would be aware of it and because of the subdivision they would like it to be a unique style sign. The mailboxes will be Timber built and there will be a restriction saying they will have to stay that way. There was discussion about the roadway which will not have gutters or curbs, the road will taper to gravel on the sides.

If the Board is interested in allowing this sign then Supervisor Barton would talk to the attorney and have an agreement drawn up for review. Councilperson Roose said he would like to go out and look at the site. Supervisor Barton asked if a 2x4 could be placed at the proper height and location so that the Board members could see what they are proposing.

Mr. Scibetta has concerns because this is a State Road and they regulate those signs, they may have input and even the authority to put this in their right-of-way. They may need a sign permit with the State. Supervisor Barton said that there would have to be talks with the State also.

Supervisor Barton said he was contacted by RGE regarding street lighting for Sandalwood. He noted that while in the past the developer made the request now the Town makes the request for any street lighting if required. He told Mr. Waugh that when they are ready let the Town know because it can take a good six months for that to happen. Mr. Waugh stated they will be setting up for the street lights next week.

Mr. Waugh also asked the Board about Planting/Landscaping on the public property on the south side of Sandalwood. They would like to put 6 to 7 ft. tall trees. Supervisor Barton felt that there could be an Agreement with the attorney and discussion with Landscaper to work this out.

LIAISON REPORTS

** Councilperson Keller reported that there is a Zoning Board meeting on Thursday he will be attending.

** Councilperson Comardo reported that HPDICE met last week. They had presentations by Poison Control and Recovery Support Navigator, which are services to fight addiction.

** Councilperson Roose reported that the Recreation Department could use some help with the Pizza party on May 3, 2019 and Dinner with the Easter Bunny on April 12, 2019. There was record attendance at the Sweetheart Ball this year and approximately 650 appointments for tax preparation, also a record number.

** Councilperson Judd noted that the Open Space Committee Pancake Breakfast at Zarpentine Farms was very well attended with 57 people and very informative.

Planning Board had four items on their agenda. Two were tabled until they went to the Zoning Board, and the Dome on Ridge Road is waiting to hear from the Insurance Company. Pine Hill Estates was tabled for more information and there were concerns from residents about traffic and lighting with the addition of 22 homes in the area. Mr. DeConinck did a good job explaining the project and trying to show how this could be a good thing. It is a balancing act between

keeping the community farmland and adding residential properties. There have been concerns since Walnut Hill went in. Councilperson Roose asked how this area became Medium Density which is lot sizes of 100x200. Supervisor Barton said that it was determined in the Master Plan which was based on soils and perk tests. Once the Master Plan is established it is hard to get away from that plan. The County Comments are based on that plan also.

**Supervisor Barton noted that the Village approved the revised Municipal Agreement for Equipment to include purchasing of Equipment. That will be an item on our next Agenda.

WARRANT

RESOLUTION No. 101-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of AOO General Fund bills, in the amount of \$55,240.03.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

RESOLUTION No. 102-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of BOO Part Town Fund bills, in the amount of \$954.57.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

RESOLUTION No. 103-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of DAO Highway Townwide Fund bills, in the amount of \$103,361.49.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

RESOLUTION No. 104-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to approve payment of TAO Trust and Agency Fund bills, in the amount of \$982.71.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

The total to be paid is \$160,538.80

ENTER INTO EXECUTIVE SESSION

RESOLUTION No. 105-2019 Motion by Councilperson Comardo, seconded by Councilperson Keller to enter into Executive Session to discuss the employment of a particular individual and a legal matter. There will be no business conducted after the Executive Session.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

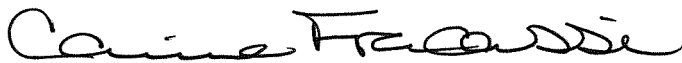
Entered into Executive Session at 8:00 p.m.

EXIT OUT OF EXECUTIVE SESSION

RESOLUTION No. 106-2019 Motion by Councilperson Roose, seconded by Councilperson Keller to exit out of Executive Session and enter back into Regular Session at 9:15 p.m.
Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

There was no further business before the Town Board, Councilperson Judd made a motion to adjourn the meeting at 9:16 p.m., seconded by Councilperson Comardo and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk