

Parma Town Board meeting held on Tuesday, May 21, 2019 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY

ATTENDANCE

Absent	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, Neil Houser, Mike Weldon, Jim Vinette, Peter McMann and other members of the Public.

CALL TO ORDER

Deputy Supervisor Comardo 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 – May 7, 2019

RESOLUTION No. 139-2019 Motion by Councilperson Keller, seconded by Councilperson Roose, to accept the Minutes of the regular meeting held on May 7, 2019.

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

TOWN CLERK REPORT

The Town Clerk reported that her office will be collecting taxes for another 10 days and then they will be turned over to Monroe County to collect. She has been notified by Board of Elections that only one polling location will be used for the Primary, which will be the Town Hall. It should be a small primary and she will touch base with the Court Clerk about Court that night.

There was discussion regarding the etiquette for flying the US Flag at Town Hall. The Hilton Central School District, Fire District and the Village have decided to follow the US Federal Government guidelines when determining when to lower the flag. After discussion it was determined that it would be a good idea for the Town to lower the flag using the same guidelines as the other entities.

RESOLUTION No. 140-2019 Motion by Deputy Supervisor Comardo, seconded by Councilperson Judd, to follow the US Federal Government guidelines when the United States Flag is to be lowered, this allows the Supervisor to use his discretion when a local decision is made regarding the flag.

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

HIGHWAY DEPARTMENT REPORT

Supt. Speer was absent. There was no report.

BUILDING DEPARTMENT REPORT

Mr. Scibetta reported that the Department is receiving many drainage calls. They are keeping an eye on lake levels and hope that the number of improvements made at the lake since 2017 will help to keep any flooding to a minimum. Sandbags have been delivered to the lake front.

There was a small leak in the court office. They contacted Elmer Davis who did the ceiling repairs and they came out and with Phil Smith were able to find where it is leaking from. They will be working to fix it. Deputy Supervisor Comardo asked if there was any damage in the court office. Mr. Scibetta said there were some stained ceiling tiles which will be replaced as soon as they are sure the leaking has stopped.

RECREATION DEPARTMENT REPORT

Mr. Venniro reported that the Parks and Recreation Budget Report is accurate through most of May/June 2019. The 2019 Spring Summer Experience Brochure has been delivered to homes and dispersed electronically. We launched this in conjunction with the start of a brand new registration software so the last few weeks were very busy getting people acclimated to the new system during the heaviest registration period of the year.

They are conducting Summer Camp staff interviews for open spots and will have recommendations at the next Board Meeting.

Park Update:

Weather over the past several weeks have really been problematic for outdoor work and getting park users on fields/spaces. The Department can hardly mow the grounds to access areas of the park. The baseball leagues have been postponed for the first two scheduled weeks. Hilton School Modified Baseball and Hilton Heat Soccer have not been able to access the fields either. They will be looking into re-prioritizing some capital spending for the year to work on those drainage issues in the park.

LIBRARY REPORT

Leslie Boedicker reported the Library roof has been completed. MRB will be doing inspections tomorrow so the report can be sent to NYS for the grant. All money from the grant should be received in installments over the next year and a half.

There is a new law going into effect on June 19 stating there can be no smoking within 100' of the library doors; they have to post signage to this effect. They are looking at doing a bulk order for signs with all local libraries. Mike Weldon asked how the law will be enforced. Ms. Boedicker said that it is not the libraries job to enforce the new law especially since the Town property consists of only the 2' right in front of the building it is more the responsibility of the surrounding property owners within the 100' to enforce.

She has discussed with the Supervisor to designate the library to be available to residents affected by any flooding so that they can charge their phones and get information.

PUBLIC FORUM

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

BUSINESS ITEMS

BUDGET TRANSFERS

RESOLUTION No. 141-2019 Motion by Councilperson Roose, seconded by Councilperson Judd, to approve the Budget Transfers as presented in the amount of \$6,855.00.

BUDGET TRANSFER			MAY			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO.570.7020.480.00	MISCELLANEOUS EXPE	\$500.00	AOO.570.7310.489.02	YOGA, DANCE/YOUTH EXPE	\$1,500.00	VENNIRO
AOO.570.7020.491.00	INTERNSHIP	\$1,000.00	AOO.570.7310.490.42	SKI CLUB EXPENSE	\$3,280.00	VENNIRO
AOO.570.7310.401.02	ICE SKATING EXPENSE	\$375.00	AOO.570.7310.499.02	KARATE EXPENSE	\$75.00	VENNIRO
AOO.570.7310.489.32	FOOTBALL CAMP EXPE	\$750.00	AOO.570.7620.493.05	CRAFTS	\$1,000.00	VENNIRO
AOO.570.7310.495.32	GYMNASTICS EXPENSE	\$375.00	AOO.571.7110.211.00	OFFICE EQUIPMENT	\$1,000.00	VENNIRO
AOO.570.7310.496.42	TEEN TRIPS EXPENSE	\$750.00				
AOO.570.7315.495.03	FLOOR HOCKEY YOUTH	\$2,105.00				
AOO.571.7110.451.00	GASOLINE	\$1,000.00				
		6,855.00			6,855.00	

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

**NEW YORK STATE AMENDED EXTENDED INDEXED LUMP SUM
MUNICIPAL SNOW AND ICE AGREEMENT**

RESOLUTION No. 142-2019 Motion by Councilperson Keller, seconded by Councilperson Roose to authorize the Supervisor to sign the agreement to amend the Extended Indexed Lump Sum Municipal Snow and Ice Agreement with the State of New York, which will change the amount that the Town will be reimbursed to \$259,182.72 for the 2018/2019 season; the ending date to be June 30, 2019.

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

PROPERTY MAINTENANCE

Arthur J. Fritz, Jr., ZEO submitted a letter to the Board explaining that he has reached out to companies to do the property maintenance in Parma but has not secured any quotes to date. He would like the Board to approve KPC to cut the vacant properties in the interim until the quotes can be secured and awarded. KPC was the company the Town used last year for property maintenance. There was discussion about advertising for this earlier in the season.

RESOLUTION No. 143-2019 Motion by Councilperson Keller, seconded by Councilperson Roose to authorize the Zoning Enforcement Officer to use KPC Properties in the interim to cut the vacant properties until the Town approves a company to cut those vacant properties for 2019.

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

RESCIND MOTION #136-2019

RESOLUTION No. 144-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to rescind Motion #136-2019, the expenditure of \$6,804.19 out of Unappropriated B Fund to cover the Grievance filed by the Highway Department Union Workers.

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

OVERTIME SETTLEMENT FOR HIGHWAY

RESOLUTION No. 145-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to approve the expenditure not to exceed \$6,282.89 out of the DA Overtime Line to cover the Grievance filed by the Highway Department Union Workers. This resolution is not precedent setting.

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

PARK USE AGREEMENTS

Tom Venniro explained there were some minor adjustments to the Insurance requirements by the Town for these two events. Both the Girls Scouts of America and Greater Rochester Disc Golf Club have provided the proper insurance. Greater Rochester Disc Golf Club is looking to hold two tournaments on July 6 and August 24-25th. There will be approximately 100 players. He is suggesting the Town not charge a fee this year because of the approximately \$1,500.00 in enhancements they are putting into the course and they will not be using the VFW. He also suggested they not charge a fee to the Girl Scouts of America for their 2019 Pet Adoption project. Any food vendors will have to get and pay for proper permitting of their food trucks.

RESOLUTION No. 146-2019 Motion by Councilperson Roose, seconded by Councilperson Keller to authorize the Deputy Supervisor to sign the Park Use Agreements for the Girl Scouts of America for their 2019 Pet Adoption Take Action Project and the Greater Rochester Disc Golf Club Tournaments.

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

NRPA ANNUAL CONFERENCE ATTENDANCE

Tom Venniro explained he is seeking approval to attend the 2019 NRPA Annual Conference in Baltimore, MD. This will be a four night/four day conference. He will only be staying in a hotel for two of those nights as he will be staying with a friend the other two nights to help keep the cost down. This conference is budgeted for yearly and he is willing to pay for any costs over the

\$1200 he is asking the Town to pay. This is a large conference with many opportunities to see and learn new things. He will provide a written report to the Board following the conference.

RESOLUTION No. 147-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to authorize Tom Venniro to attend the NRPA Annual Conference in Baltimore MD, from September 23-26th for a cost not to exceed \$1200.

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

**REQUEST FOR AN 8ft. SECURITY FENCE – HIGHWAY
COMMERCIAL – 5412 RIDGE ROAD**

Dennis Scibetta shared with the Board Town of Parma Zoning Article 165, subsection 128. Fence Regulations. This part of the code gives the Town Board the authority and jurisdiction to approve a fence up to a height of 10 ft., including a barbed wire top or an electric shock fence in the Highway Commercial, General Commercial and Light Industrial District upon approval of the Town Board. In order to obtain approval the applicant must demonstrate that any one of the conditions in this section exist. The following two conditions exist with this request:

1. The fence is needed to prevent entry to an area which may be hazardous to the health, safety or welfare of a person or persons.
2. The fence is needed to secure an area where materials and/or equipment are stored.

Mr. Scibetta explained that Mr. McMann recently purchased JB Auto and intends to operate a tow yard to enhance his business. Mr. McMann has come in and done a lot to clean up this property since he purchased it and now would like to erect an 8 ft. wooden board on board fence. The fence would not be barbed wire or electric shock. A map was provided showing the placement of the fence.

Mr. Scibetta said this is a Type II Action and no further action is required. The Short Environmental Assessment Form was completed and reviewed by the Board. Councilperson Roose asked about the placement of the fence to the property line and if you would be able to view it from Ridge Road. Dennis Scibetta said they pulled it in off the property line to account for the swale and that you will be able to see a little bit of the fence but it will also screen the property.

RESOLUTION No. 148-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to classify this a Type II Action no further action is required. The Parma Town Board has reviewed the EAF and all indications are that the proposed action will not have a significant adverse impact on the environment and the Town hereby issues a Negative Declaration.

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

Councilperson Roose asked if this was brought to the Zoning Board for comment. Mr. Scibetta said it was not brought to them because it is not a Zoning Board variance; this is a permitted action under the code with Town Board approval.

RESOLUTION No. 149-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to grant the request for an 8 ft. high fence at the location shown on the plan at 5412 Ridge Road West.

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

INFORMATIONAL ITEMS

LIAISON REPORTS

** Councilperson Keller reported that the Zoning Board meeting was pretty routine. There was a request for an accessory structure, but not an overly large one. An area variance request that was approved and a request for an accessory apartment that was 33% larger than code allows that was tabled. There was discussion at the Zoning Board meeting that this part of the code might need some updating to keep up with the times and the Board might want to consider looking at this.

** Councilperson Comardo reported he attended the HPDICE meeting. There was a small group of people there. While they have cooperation from the school, town, county and police the group discussed ideas on how to engage parents and the community. Councilperson Judd noted that because she is working in the schools she sees and hears what is going on and how important it is to bring parents and kids to the table. She feels that Dr. Green, HHS Principal, is working hard to engage the kids and keep them on track in school.

** Councilperson Roose reported that there is a Recreation Commission Meeting tomorrow.

** Councilperson Judd reported that there were three actions on the Planning Board Agenda. Pine Hill Estates was tabled for further information. 5107 Ridge Road is being sent to Zoning for some setback issues and the Hilton Parma Corners Road item was given preliminary approval.

WARRANT

RESOLUTION No. 150-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of AOO General Fund bills, in the amount of \$86,611.38.

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

RESOLUTION No. 151-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of BOO Part Town Fund bills, in the amount of \$6,455.03.

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

RESOLUTION No. 152-2019 Motion by Councilperson Roose, seconded by Councilperson Judd to approve payment of DAO Highway Townwide Fund bills, in the amount of \$1,028.30.

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

RESOLUTION No. 153-2019 Motion by Councilperson Judd, seconded by Councilperson Keller to approve payment of DBO Highway Part Town Fund bills, in the amount of \$16,878.88.

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

RESOLUTION No. 154-2019 Motion by Councilperson Keller, seconded by Councilperson Comardo to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$370.86.

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

RESOLUTION No. 155-2019 Motion by Councilperson Comardo, seconded by Councilperson Roose to approve payment of TAO Trust and Agency Fund bills, in the amount of \$1,485.42.

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

The total to be paid is \$112,829.87

There was no further business before the Town Board, Deputy Supervisor Comardo made a motion to adjourn the meeting at 7:40 p.m., seconded by Councilperson Judd and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk