

Parma Town Board meeting held on Tuesday, September 15, 2020 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY
and available live on Youtube.

ATTENDANCE

Supervisor	Jack Barton	
Councilperson	James Roose	
Councilperson	Blake Keller	
Councilperson	Linda Judd	Via Zoom
Councilperson	Stephen Zajac	
Town Clerk	Carrie Fracassi	
Building & Development Coordinator	Dennis Scibetta	Excused
Dir. of Parks and Recreation	Tom Venniro	
Highway Supt.	Jim Christ	Excused

OTHERS IN ATTENDANCE

Amy Hogue, Library Director; Peter Lacagnina; JP Schepp, Town Engineer; Teresa Cummings, Deputy Town Clerk 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 1, 2020

RESOLUTION No. 226-2020 Motion by Councilperson Keller, seconded by Councilperson Roose, to accept the Minutes of the regular meeting held on September 1, 2020 as presented.

Motion carried: Aye 4 (Roose, Keller, Judd, Zajac) Nay 0 Abstain 1 (Barton)

TOWN CLERK REPORT

The Town Clerk reported that School Tax Collection has started and it has been very busy at the counter and with phones.

HIGHWAY DEPARTMENT REPORT

Supt. Christ was excused from the meeting, there was no report.

BUILDING DEPARTMENT REPORT

Mr. Scibetta was excused from the meeting, there was no report.

PARKS AND RECREATION REPORT

Tom Venniro reported that the Out of and After School Program are officially up and running though different from previous years. There is no before school option at this time and the program is running between 8 a.m. and 5:30 p.m. daily.

Food Truck Wednesday's which started on June 3rd ended on September 2, 2020. Each vendor compensated the Friends with 15% of their revenues for each evening. There feedback was extremely positive and Recreation will consider hosting these events in the future.

The final event in the Drive-In Concert/Movie Series is this Friday, September 18th and is sold out. These events have been a success by all accounts.

The fall programming schedule has been released on-line. Registration is up and running and going well. Included in the programming is the Fall Community Garage Sale on October 3rd. A Fall FREE Mask Handout will also take place on Saturday, October 3rd at the Town Hall similar to what we did in the spring. There will be a fall Drive-In Concert on October 17, 2020 and Halloween Trunk or Treat on October 31, 2020. Flag Football begins this Saturday. Registrations are at max capacity with a waitlist.

All Park amenities are open to the public at this time. Facilities continue to be cleaned more frequently. With the lack of facilities at the school district the Town continues to have additional sports teams using the facilities for their practices in addition to the Town activities.

There has been a refund request for a VFW cancellation. An individual rented the VFW for six Sundays to offer what appears to be an outdoor church service. After booking all the dates in September he has asked to cancel the last two because of weather and will not be able to accommodate the under 50 guests rule if they have to move inside. The cancellation request is within the 30 day window and based on the policy not eligible for a refund. The individual would like the Board to make an exception to this policy. This will be discussed further under business items.

LIBRARY REPORT

Amy Hogue reported that they have increased their hours to include Saturday. They have many virtual programs that will be starting in October for both adults and children

MISCELLANEOUS REPORTS

There was none.

PUBLIC FORUM

Supervisor Barton asked if there were any citizens who would like to address the Town Board with any concerns.

Mr. Lacagnina thanked the Board and Supt. Christ for the work on the drainage easement located on his property, he is very happy with the results.

BUSINESS ITEMS

PAVILION RENTALS – BOY/GIRL SCOUTS

Supervisor Barton explained that he was at an Eagle Scout function and they were discussing the lack of space available to accommodate their meetings. Supervisor Barton stated that he had told them they could rent the pavilion at no cost by contacting the Town Clerk's Office and making application. Since then the requests have come in quickly, from troops outside Parma and they are looking to use space on weekends, which was not allowed in the past.

The Town Clerk explained that we have had troops submit paperwork for 15 occasions and another for two occasions. The paperwork involved for these rentals including copies and putting it into two systems takes time in the Clerk's Office. We have had calls to change dates after holding them which is more time and paperwork in our office. The three reservations we had on Saturday took rental space away from residents who would have rented them being it was summer. The Town Clerk stated that after discussion at the last meeting the office has stopped taking reservations for the Scouts until the Board has a clear direction on how to proceed. The Clerk's Office has told them if a pavilion is available they are open to the public and they can use them. There was discussion among the Board that if the troops want to make a reservation for a certain pavilion they would pay a reduced fee during the week and the residential rate on weekends. This will become part of the Organizational Packet going forward. Tom Venniro was in agreement with this change.

RESOLUTION No. 227-2020 Motion by Councilperson Roose, seconded by Councilperson Zajac to authorize the Boy/Girls Scouts to rent pavilions during the week at a reduced fee of \$25.00 and on weekends at the residential rate of \$75.00.
Motion carried: Aye 5 (Barton, Roose, Keller, Judd, Zajac) Nay 0 Absent 0

1043 & 1047 HILTON PARMA CORNERS ROAD – PIPE YARD – STATE ROAD

This Agenda Item will be discussed at a future Town Board meeting.

BUDGET TRANSFERS

RESOLUTION NO. 228 -2020 Motion by Councilperson Zajac, seconded by Councilperson Judd, to approve the Budget Transfers for as presented in the amount of \$42,237.50.

BUDGET TRANSFER			SEPT			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO.535.3510.460.00	CONTRACTED SERVICE	180.00	AOO.535.3510.410.00	OFFICE SUPPLIES	\$25.00	FRITZ
			AOO.535.3510.480.00	MISC EXPENSE	\$155.00	FRITZ
AOO.516.1620.460.00	CONTRACTED SERICE	400.00	AOO.516.1620.425.00	MAINTENANCE SUPPLIES	\$400.00	VENNIRO
AOO.570.7140.491.01	PLAYGROUND YOUTH	8,000.00	AOO.570.7140.494.01	SCHOOL BEAR	\$3,000.00	VENNIRO
AOO.570.7310.494.32	VOLLEYBALL CAMP	102.50	AOO.570.7310.488.32	RUNNING YOUTH	\$102.50	VENNIRO
AOO.571.7110.180.00	LABORER	\$4,500.00	AOO.570.7310.498.42	OTHER PROGRAMS	\$5,000.00	VENNIRO
AOO.571.7110.451.00	GASOLINE	\$200.00	AOO.571.7110.150.00	LABORER SEASONAL	\$4,500.00	VENNIRO
			AOO.571.7110.410.00	OFFICE SUPPLIES	\$200.00	VENNIRO
BOO.516.1990.400.00	MIS CONTINGENCY	\$2,755.00	BOO.537.3620.491.00	PROPERTY MAINTENANCE	\$2,561.00	GAVIGAN
AOO.516.1430.464.00	GRANTS	\$1,000.00	BOO.589.8090.460.00	CONTRACTED SERVICES	\$194.00	GAVIGAN
AOO.516.7550.490.00	TOWN CELEBRATIONS	\$10,000.00	AOO.516.1440.475.00	ENGINEERING	\$1,000.00	GAVIGAN
			AOO.516.1620.490.00	TOWN HALL IMPROVEMENT	\$10,000.00	GAVIGAN
AOO.550.5010.410.00	OFFICE SUPPLIES	\$200.00	AOO.550.5132.460.00	CONTRACTED SERVICES	\$200.00	CHRIST
DAO.550.9060.810.00	MEDICAL INSURANCE	\$4,800.00	DAO.550.5142.210.00	EQUIPMENT	2,200.00	CHRIST
DBO.550.9060.810.00	MEDICAL INSURANCE	\$9,700.00	DAO.550.9050.810.00	UNEMPLOYMENT INS	\$2,600.00	CHRIST
BOO.550.8510.490.00	SPRING PICK UP	\$400.00	DBO.550.9050.810.00	UNEMPLOYMENT INS	5,900.00	CHRIST
			DBO.550.5130.210.00	EQUIPMENT	3,800.00	CHRIST
			BOO.550.8510.491.00	RECYCLING	400.00	CHRIST
		42,237.50			42,237.50	

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

REQUEST FOR VFW REFUND

There was further discussion regarding the refund for the VFW for two dates in September. It was noted that when these were booked the applicant was made aware that they could only rent the building if there were under 50 people coming to the event and the applicant stated on the application that there were only going to be 50 people in attendance. The Board felt because of COVID restrictions they were comfortable refunding these rentals minus the \$30.00 per rental for cancellation fees.

RESOLUTION NO. 229-2020 Motion by Councilperson Roose, seconded by Councilperson Judd, to approve a refund to Mr. Schuster in the amount of \$490.00 less the cancellation fee for the last two VFW rentals in September.

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

PUBLIC HEARING

TOWN OF PARMA LAKESHORE SEWER DISTRICT

Supervisor Barton opened the Public Hearing at 7:05 p.m. and read the legal notice that was advertised in the Suburban News and posted on our Website and Bulletin Board. Supervisor Barton noted that four information meetings were held previously to explain the project.

The Town Engineer for Parma gave a brief overview of the project. He explained that the Town received grant money for 3 projects, one of them being the Lakeshore Sewer System to run North of Lake Ontario State Parkway from Hamlin Parma Town Line Road to Lakeside Blvd. This encompasses 208 residential parcels. A low pressure grinder pump system was recommended. Every residential property will receive a grinder pump and lateral line which will run to a shared main line. There will be a lift station around the Parkway and North Avenue which will pump to the main lift station north of Dunbar Road. Although this will run up North Avenue those residents will not be able to be in this district because they are not impacted by the flooding but could in the future petition to create their own district.

A mailer will be going out to all property owners shortly so they can find where all of the existing septic systems are and the desired location for the grinder pumps. The property owner will be responsible for the electrical connections and/or upgraded electrical panels, paying the initial hook-up fees, all electrical charges, and payment of the annual Operation and Maintenance Fees. They anticipate the total cost to residents to be approximately \$247.00/year. The Town will take care of all maintenance.

Supervisor Barton asked if there was anyone in attendance or on Youtube that would like to ask any questions.

John Duggan, North Avenue, asked for clarification as to whether this will be made available to residents along North Avenue since it will be going past their house. Supervisor Barton noted that this grant is very specific to what the money can be used for. Once this district is created additional districts could be created in the future. They discussed what side the road this will run along. The engineer said that they have not determined that yet, the design is still on the works and it will depend on the location of the existing utilities.

There were no further questions and Supervisor Barton closed the Public Hearing at 7:23 p.m.

Supervisor Barton noted that SEQR was reviewed at a previous meeting and it was determined to be a Type 1 Action, and a Negative Declaration was declared.

RESOLUTION NO. 230-2020

Motion by Councilperson Keller, seconded by

Councilperson Roose, to create the Lakeshore Sanitary Sewer District subject to Permissive Referendum.

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

MISCELLANEOUS

INFORMATIONAL ITEMS

LAKESHORE

Supervisor Barton noted that the other two lakeshore projects are moving along and are in the design phase.

MISCELLANEOUS

LIAISON REPORTS

**Councilperson Keller reported that he has a Business Development Group meeting in the morning.

**Councilperson Zajac reported that he has the following three quotes for Ballistic Vests Level 3 for Special Police members.

Company	Final Cost
NY Police Supply, Inc.	\$573.46/vest
Safe Life Defense	\$449.00/vest
United Uniform	\$593.00/vest

Councilperson Zajac and Craig Burritt recommend the Town use NY Police Supply, Inc. for this purchase. They have a local representative so each vest can be made to fit each person specifically which helps to provide protection. They have a good turnaround when ordering products. The lowest bid is by a company that is not local, vest would be bought off a shelf with no individual sizing. They also did not quote the additional trauma plate. Special Police Members will be required to wear these vests.

RESOLUTION NO. 231-2020 Motion by Councilperson Roose, seconded by Councilperson Keller, to authorize the expenditure not to exceed \$3,014.22 to purchase Level 3 Ballistic Vests, carrier and trauma plates. This purchase will be taken out of A Unappropriated Funds. The low quote had no local representatives and would not be able to custom fit the vests.

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

Councilperson Zajac also noted that three members are waiting to attend the academy due to COVID delays. They are looking to see if there can be extensions made to their appointments until the academy takes place.

**Councilperson Roose reported that Food Truck Wednesday has come to end and were very popular. The last drive-in movie is this Friday night. The Monday night Planning Board has a busy Agenda.

**Councilperson Judd had no report. There is a Zoning Board meeting this Thursday and she will be attending through Zoom.

WARRANT

RESOLUTION No. 232-2020 Motion by Councilperson Keller, seconded by Councilperson Zajac to approve payment of AOO General Fund bills, in the amount of \$81,881.58.

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

RESOLUTION No. 233-2020 Motion by Councilperson Zajac, seconded by Councilperson Roose to approve payment of BOO Part Town Fund bills, in the amount of \$37,571.80.

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

RESOLUTION No. 234-2020 Motion by Councilperson Roose seconded by Councilperson Judd to approve payment of DAO Highway Townwide Fund bills, in the amount of \$3,239.26.

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

RESOLUTION No. 235-2020 Motion by Councilperson Judd, seconded by Councilperson Keller to approve payment of DBO Highway Part Town Fund bills, in the amount of \$17,033.71.

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

RESOLUTION No. 236 -2020 Motion by Councilperson Keller, seconded by Councilperson Zajac to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$3,308.35.

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

RESOLUTION No. 237 -2020 Motion by Councilperson Zajac, seconded by Councilperson Roose to approve payment of TAO Trust and Agency Fund bills, in the amount of \$1,379.09.

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

The total to be paid is \$144,413.79

ENTER INTO EXECUTIVE SESSION

RESOLUTION No. 238-2020 Motion by Councilperson Zajac, seconded by Councilperson Roose to enter into Executive Session regarding a personnel matter. There will be no business conducted after the Executive Session.

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

Entered into Executive Session at 7:55 p.m.

EXIT OUT OF EXECUTIVE SESSION

RESOLUTION No. 239-2020 Motion by Councilperson Roose, seconded by Councilperson Keller to exit out of Executive Session and enter back into Regular Session at 8:05 p.m.

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

There was no further business before the Town Board, Councilperson Keller made a motion to adjourn the meeting at 8:06 p.m., seconded by Councilperson Zajac and all were in favor.

Respectfully submitted,



Carrie Fracassi
Parma Town Clerk