

Parma Town Board meeting held on Tuesday, February 2, 2021 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York  
Due to COVID-19 this meeting will also be held via ZOOM.

### **ATTENDANCE**

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

### **OTHERS IN ATTENDANCE**

Don Wells, Assessor; Kris Schultz 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.

### **TOWN CLERK REPORT**

The Town Clerk reported that Town Clerk and VFW Reports for January are complete and have been submitted to the Finance Office.

The Town Clerk's Office will be open Saturday, February 6<sup>th</sup> from 9 am to Noon and on Thursday's until 5pm for the month of February for the collection of taxes. The Town Clerk talked to Tom Venniro and Jim Christ about snow removal depending on the weather during the extended hours.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Christ reported they have been very busy with snow removal. Supt. Christ was on a Zoom call with other Highway Superintendents discussing concerns about the lack of opportunity to receive the COVID Vaccine as essential employees. As a group they are going to send a letter to the County and State DOT expressing those concerns.

### **BUILDING DEPARTMENT REPORT**

Building Department reports for January have been completed.

## **REGULAR MEETING MINUTES – JANUARY 19, 2021**

**RESOLUTION NO. 61-2021** Motion by Councilperson Judd, seconded by Councilperson Keller to accept the Minutes of the regular meeting held on January 19, 2021 as presented.

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

### **RECREATION DEPARTMENT REPORT**

Mr. Venniro reported that the Parks and Recreation Budget Reports are accurate through 2020 and will be available soon with the annual report.

Many in-person Recreation programs, services and events are operational and running under a reopening safety plan. The Village Community Center is only open for programming and the Hilton Central School District has allowed us to use facilities for select programming. The winter programming schedule is being finalized and released in waves. The programming features Paint and Create Classes, Virtual Cookie Decorating, Youth Cooking Classes, Winter Games Event Series (In-person and virtual options), Youth Bowling, Floor Hockey and Basketball Leagues and Senior Grab and Go Meals.

Appointments are being made for Tax Preparation Services with a different process in place from previous years. The first appointment is scheduled for February 9<sup>th</sup>.

#### **Playground Replacement:**

Fundraising for the project has been highlighted on the front page of the Westside News as well as a two-minute feature on Spectrum News.

#### **Town Hall Maintenance:**

In progress or in planning process: Town Landscaping (South End of the Building), Town Hall Security Doors, Town Hall Thermostats, Court Room Work, Town Board Room Work, Town Hall Security and Fire System Upgrade, and Town Hall Water Treatment.

Councilperson Zajac asked if there is an update on the Town Hall security system. Mr. Venniro noted that the company did a walk through and looked at camera placement last week.

### **LIBRARY REPORT**

There was no report.

### **PUBLIC FORUM**

Supervisor Barton asked if there was any other citizen who would like to address the Town Board with any questions or concerns. There was none.

**BUSINESS ITEMS**

**8' FENCE TO SECURE CROPS – 645 CURTIS ROAD**

The neighbor to the property called the Town to ask about the fence on the property line that surrounds their property on three sides. The property owner is farming fruit trees which is an Agricultural Operation. No permit is required for the fence and these types of fences are very common and sometimes a lot taller to protect the fruit trees from deer and other animals.

**TIME WARNER CABLE TAX PAYMENTS**

Per the Franchise Agreement with the Town, the Town pays the Town portion of the following four tax bills while Time Warner pays the remaining portion of five tax bills. Time Warner has paid their portion of the amount of \$17,033.43, which included a school tax re-levy leaving the Town portion to be paid in the amount of \$1,328.25.

264001 500.00-0-258./HILT	\$257.45
264089 500.00-2-580./BKPT	\$ 64.25
264089 500.00-2-580./HILT	\$728.14
264089 500.00-2-580./SPEN	\$278.41

**RESOLUTION NO. 62-2021** Motion by Councilperson Roose, seconded by Councilperson Judd to accept \$17,033.43 from Charter Communications and \$1,328.25 from the Town of Parma for full payment of the 2021 Town and County tax bills for Time Warner Cable.

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

**REZONE 5100 RIDGE ROAD WEST**

Kris Schultz, engineer for the applicant, explained that Cardinal Landscape is looking to consolidate the equipment layout on the property and put up a building to store vehicles and equipment out of the weather and to clean up the property. This parcel is currently split zoned and the back 500' from Ridge Road is Rural Residential. By rezoning this portion, the whole parcel will be zoned General Commercial. The rural residential piece is surrounded by Commercial. Pending approval by the Town Board the applicant will then proceed to the Planning Board. There will be no impact on the Federal Wetland and a pond will be added to comply with stormwater regulations.

**RESOLUTION NO. 63-2021** Motion by Councilperson Judd, seconded by Councilperson Keller, to schedule a public hearing for the rezoning of 5100 Ridge Road West for March 16, 2021 at 7:00 p.m. at the Parma Town Hall, 1300 Hilton Parma Corners Road. This Public Hearing will also be available on Zoom.

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

**PREPAID CHECKS**

**RESOLUTION NO. 64-2021** Motion by Councilperson Keller, seconded by Councilperson Judd, to approve the prepaid check as presented.

				JAN			
VENDOR CODE	ACCOUNT CODE	DATE	CASH CODE	CHECK NUMBER	AMOUNT	DESCRIPTION	TRANSACTION
BUREAU OF CONSUMER	AOO.550.501.0410.00	01/13/21	Z991.110	1298	25.00	VLECK INSPECTION CLASS	DONE

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

**MISCELLANEOUS**

**BUILDING PERMIT FEES REFUND – 1241 HILTON PARMA CORNERS ROAD**

Jack Barton explained that he would like to refund Building Permit Fees to MGB Building for a delay in getting building permits and because of the delay there was an increase in costs to the builder.

**RESOLUTION NO. 65-2021** Motion by Councilperson Roose, seconded by Councilperson Zajac, to waive the building permit fees for two building permits for a sign and storage building at 1241 Hilton Parma Corners Road to MGB Building in the amount of \$380.00.

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

**FULL TIME BUILDING INSPECTOR**

Jack Barton noted he would like to advertise for a full-time building inspector.

**RESOLUTION NO. 66-2021** Motion by Councilperson Judd, seconded by Councilperson Keller, to advertise for a full-time Building Inspector.

Councilperson Zajac asked if there has been any response to the part-time ad. Supervisor Barton said two applications were received, he was hoping to get some more interest.

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

**INFORMATIONAL ITEMS**

## **PUBLIC EMPLOYER EMERGENCY PLAN**

Supervisor Barton noted that the Town is required to have a Public Employer Emergency Plan in place by April 1, 2021. This is a plan for employees during emergency situations. He will send further information to the Board this week.

## **LAKESHORE**

Supervisor Barton noted that easements have started coming in signed by homeowners along the lake. East Wautoma (Delavergne Drive) has a possible start date for their project in April.

## **LIAISON REPORTS**

**\*\*Councilperson Keller was not able to attend the Zoning Board meeting last month.**

**\*\*Councilperson Zajac reported that the Special Police interviewed a new member. Ballistic vests have been ordered. They are reviewing the organizational structure and making changes to the General Orders. Councilperson Roose asked if those changes are regarding doing things beyond traffic control. Councilperson Zajac said they would like to do more at some point. Any changes will have to go to all entities for approval.**

**\*\*Councilperson Roose noted that the Spectrum News and Suburban News story featuring the new playground was done nicely.**

**\*\*Councilperson Judd reported that the Library Board is looking at their budget and have some concerns regarding grant money that is currently included in their budget. This money may not be available anymore and they will have to figure out a how to cover the gap. They are looking for ways to promote the bookstore.**

Councilperson Keller asked for the status of Winding Country Lane and Zoning, Outdoor storage in Light Industrial District and Lighted sign. Supervisor Barton said the application for Winding Country Lane has been tabled to a future meeting and they will be working with the Planning Board. As for outdoor storage in LI District and lighted signs, there will need to be more discussion among the Board.

There was no further business before the Town Board, Councilperson Keller made a motion to adjourn the meeting at 7:30 p.m., seconded by Councilperson Judd and all were in favor.

Respectfully submitted,



Carrie Fracassi  
Parma Town Clerk