

Parma Town Board meeting held on Tuesday, March 1, 2011 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Peter McCann
Councilman	Carm Carmestro
Councilman	Gary Comardo
Councilman	James Roose
Highway Supt.	Brian Speer
Recreation Director	Steve Fowler
Building Inspector	Jack Barton
Absent	Councilman James Smith

OTHERS IN ATTENDANCE

Assessor Don Wells, GIS Coordinator Jim Zollweg, Assistant Historian Don Stilson, Elaine Begy, Helen Ives, Charlie Lissow, Gene DeMeyer, Carol Kluth, Tom Bertrand, Francoise Long, Nathan Long and other members of the public.

CALL TO ORDER

Supervisor McCann 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. Supervisor McCann noted emergency exit procedures.

PUBLIC FORUM

Supervisor McCann asked if there was anyone who wished to address the Town Board.

Elaine Begy asked if conditions in the ladies restroom could be addressed. Mr. Petricone noted that conditions in both restrooms need to be addressed; including countertops and the inability to get replacement parts for faucets. Mr. Petricone was asked to address and look at remodeling for the future.

MINUTES – FEBRUARY 15, 2011

RESOLUTION NO. 54-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to accept the minutes of February 15, 2011 as submitted.

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

TOWN CLERK REPORT

The Town Clerk and VFW reports for February have been completed. A renewal application notice form has been received from Twin Hills Golf Course for their 30 day advance notice to the local municipality and a copy will be provided to the building/code enforcement department.

HIGHWAY DEPARTMENT REPORT

AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT

Supt. Speer reported that paperwork had been received to renew the Snow and Ice Agreement with New York State. He noted the amount to be received by the Town has

been adjusted to \$274,741; up from \$267,000 the previous year. He also noted that we will be \$62,000 over in budgeted revenue so far this year.

RESOLUTION NO. 55-2011 Motion by Councilman Carmestro, seconded by Councilman Comardo, to accept the Amendment to Change the Estimated Expenditure for Snow and Ice Agreement with New York State for the Indexed Lump Sum Contract; authorize the Town Supervisor to enter into the agreement which will increase the amount that the Town will be reimbursed to \$274,741 for the 2010/11 season; and extend the contract through June 30, 2013.

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

1995 Ford Truck Replacement - Supt. Speer reported that since the Town Board meeting when the Board approved to seek bids for a new truck; the state contract has now been renewed and the truck and equipment can be obtained off State bid. He indicated that in order to move forward it must be decided how it will be paid for. It was noted again that this could be purchased with a municipal lease. There was further discussion and it was felt that the entire Board should be present for this discussion and it will be brought up again at the next meeting.

Shared Services Team 40 Grove Street, Salt Shed and Shared Municipal Building – Supt. Speer updated the Town Board. There is a proposal for the salt shed with lean-tos to store plows. There would be roughly 6,000 square feet of storage around the perimeter. He noted the old bus garage was built in the 1920's and must come down. The current salt shed, built in 1978, is being held up by concrete ballards. As it currently stands the school district will be paying for remediation on the site of the old bus garage and the Town will be working on removal of asbestos and taking down the structure. Labella Associates is working on the logistics for this and they are looking to obtain funds from the EPA as well.

BUILDING DEPARTMENT REPORT

Mr. Barton reported that he has been working with the Town Attorney regarding 4742 Ridge Road West and that an inspection has been set up for the week of March 23. He reminded the Town Board that this property is currently in Supreme Court for ongoing violations and that it is the intent to have a videographer with them when they do the inspection.

He also reported there are five applications for the Zoning Board meeting and one already tabled. The February Building Report is completed. He noted it includes a permit for 4 West Creek Drive and foundation repair has started.

FEASIBILITY STUDY EMERGENCY OPERATIONS CENTER

Mr. Barton reported he met with the Village of Hilton, Hilton Central School District and the Hilton Fire District about having the Fire District be the lead to create an emergency operations center. Currently, the Community Disaster Plan lists the Village Community Center and the Town Hall as operation centers. The Community Center has a portable generator but the Town Hall does not. The new fire hall was built with the idea that it might be used for such a purpose. There is a conference room that would be used. The Fire District will be looking for grant money and is looking for support to complete a feasibility study for this project. It was noted that they are not expecting funding from the Town or the Village. There was discussion on the need for a dedicated phone line and the possibility that one of the Town's could be activated for this purpose.

RESOLUTION NO. 56-2011 Motion by Councilman Carmestro, seconded by Councilman Comardo, to show support of the Hilton Fire District concept of creating a central "Emergency Operations Center" that can be used by the Town of Parma, the Village of Hilton, the Hilton Central School

District and the Hilton Fire Department in the event of a community emergency. The Town Board agrees that the Hilton Fire District should complete a feasibility study on creating this operation center and the costs associated with equipping the operations center.

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

RECREATION DEPARTMENT REPORT

Mr. Fowler did not have a report.

PARKS DEPARTMENT

Mr. Petricone reported that the Fire Marshall has completed his inspection of the Town Hall, Park buildings and the VFW. Corrections have been made and the final inspection will be next week. He also reported that there has been a bathroom issue in the park and after narrowing down it has been determined that an excessive amount of ground water is entering the holding tank. It was suggested that the area be excavated to determine if it is a break in the line or a crack in the tank. Supt. Speer indicated his department would look at it. It was also suggested that Mike McHenry at the Village be contacted to see if their camera could be used and if not where a suitable one could be obtained.

ASSESSORS DEPARTMENT

Don Wells informed the Town Board that his office has been informed of a new payment in lieu of tax agreement through the Monroe County Industrial Development Agency (COMIDA) tax incentive given to Greg Stahl Properties, LLC for the parcel at 4621 Ridge Road West. This will make the tax roll for next year in 2012.

BUSINESS ITEMS

HISTORICAL SOFTWARE PROPOSAL

Don Stilson reviewed a request sent to the Town Board proposing the purchase of inventory software specifically for use by museums. He provided background on the inventory practices to date and the recommendations of the New York State Department of Regents regarding the proper recording of these artifacts. Parma has a unique situation in that we have artifacts that belong to the Town and artifacts that belong to the Parma Hilton Historical Society which are displayed and stored together but must have separate documentation. Mr. Stilson reviewed the key points of the software and would also like to have the add-on program for photographs. The cost for this software is reduced if you are a member of the American Association of State and Local History. He estimates the total cost to be \$1,092. There was discussion where it was noted that this was not a budgeted item for the Historian and there would be multiple user licenses purchased to allow use by volunteers.

RESOLUTION NO. 57-2011 Motion by Councilman Carmestro, seconded by Councilman Comardo, to authorize the purchase of museum inventory software and the corresponding photo imaging addition, filing system for a cost not to exceed \$1,200.

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

BUDGET TRANSFERS

TRANSFERS TO BUDGET			Mar-11			
ACCT#	FROM DESCRIPTION	AMT.	ACCT#	TO DESCRIPTION	AMT.	REQUESTED
A00570702041100	BROCHURES	2600.00	A00570702042200	CONTRACTURAL EQUIPMENT	2600.00	FOWLER

RESOLUTION NO. 58-2011 Motion by Councilman Carmestro, seconded by
Councilman Roose, to approve the Budget Transfers as presented

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

LIAISON REPORTS

**Councilman Comardo reported the Assessor's office has noted a larger number than usual of property owners who are entitled to exemptions and have not applied for them. Reminders were sent to these people prompting a large number of last minute applications. The Planning Board reviewed two property merges and one site plan approval. The Recreation Commission received a senior citizens and community relations report. It was noted the Spring Recreation brochure has gone out and reimbursement for the lighting project has been almost completely reimbursed by the State.

**Councilman Carmestro noted the Emergency Operations Center had already been touched upon. The Village has met with Monroe County to discuss the antenna for trunk banding. The location of the antenna will be moved next to the water tower.

The Shared Service team has identified that the needs for the community shared portion of the building have changed. The Furniture Alert is now defunct, the loan closet and the clothes closet have existing locations leaving the Food Shelf. The Food Shelf is currently happy in the Community Center but there is concern on where they would go if the space could be rented. There was discussion on their financial situation and possible future scenarios for them. The needs of the school district could be accommodated in a smaller building. The Shared Services Team is looking for guidance on whether the Town would be willing to continue a monetary donation to assist with part of the rental fee. It was felt that the Town could assist for another year based on the Village budget year.

FOOD SHELF ASSISTANCE

RESOLUTION NO. 59-2011 Motion by Councilman Carmestro, seconded by
Councilman Roose, to set aside \$1,000 to assist with rent for the Food
Shelf for the next year.

Motion carried: Aye 4 Nay 0 Absent Councilman Smith

There being no further business before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 7:44 p.m., seconded by Councilman Roose.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk