

TOWN OF PARMA

APPLICATIONS FOR LOCAL BOARDS

The Parma Town Board is looking to create a base of interested persons for current and upcoming openings. Applicants with an interest and relevant skill are encouraged to apply. **Please check the board(s) you are interested in**, attach an application and cover letter; send/bring to the Parma Town Clerk, 1300 Hilton Parma Road, PO Box 728, Hilton, NY 14468:

<u>Interest</u>	<u>Town Boards/Committees</u>	<u>Meeting Time</u>	<u>Training Required</u>	<u>Function/Duties Description</u> <u>(not all inclusive)</u>
_____	Board of Assessment Review	Annually in May	Yes	-Formal review of all assessment issues
_____	Conservation Advisory Board	1st and 3rd Tuesday, 7:00 pm		-Reviews all environmental issues and concerns regarding site-plan approval and subdivision appraisal -Provides a focus for local environmental overview
_____	Farmland and Open Space Preservation Committee	As scheduled, generally the 2nd Tuesday		-Develop an Agricultural and Farmland Protection Plan
_____	Library Board	1st Tuesday, 1:00 p.m.		-Library Board Trustees act under New York State law in the administration of the library. -Serve as advocates for the library in every possible manner while working with the Library Director to provide the highest quality of service to the community.
_____	Planning Board	1st Thursday & 3rd Monday, 7:00 p.m.	Yes	-Review, approve/disapprove site plans and subdivisions -Review, act on or provide advisory reports on applications -Review/propose modifications to the Comprehensive Plan -Review development proposals, and make recommendations to the Town Board. -Make investigations and reports relating to the planning and development of the Town
_____	Recreation Commission	4th Wednesday, 7:15 p.m.		-Establish recreation policy for the community and develop plans to meet those needs -Approve recommendations for programming and staffing -Make recommendations to Town Board regarding recreational pursuits -Work closely with community and citizen groups regarding recreational pursuits

_____ Town Board

1st and 3rd Tuesday,
7:00 pm

Available -Town Board members are the legislative, appropriating, governing and policy determining body of the Town of Parma.
-This is an elected position. When a vacancy occurs prior to the completion of a term, the Town Board will appoint a replacement.
-The person so appointed shall hold office until the commencement of the calendar year next succeeding the first annual election at which the vacancy may be filled.
-A Board member will act as liaison to two or more departments, boards or committees of the Town. This may require attendance at additional meetings during the month.

_____ Zoning Board of Appeals

3rd Thursday, 7:00 p.m.

Yes -Review applications for special permitted use permits.
-Hear and decide appeals and interpretive matters
-Authorize variances as deemed appropriate

Please Print

Name _____ E-mail _____

Address _____ Phone # _____

City _____ State _____ Postal Code _____