

Parma Town Board meeting held on Tuesday, September 19, 2006 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### ATTENDANCE

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	Carm Carmestro
Councilman	James Smith
Recreation Director	Steve Fowler
Entered Late: Councilman	Joseph Reinschmidt
Absent: Highway Supt.	Brian Speer
Building Inspector	Jack Barton

### OTHERS IN ATTENDANCE

Gene DeMeyer, Leo Downey, Brian Rasmusson, Laurie Matthews, Chris Shelton, Bob Trowbridge and Jon Frase of the Hilton Raiders and others not signed in.

### CALL TO ORDER

Supervisor Lemcke called the meeting to order at 7:00 p.m. and led those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Lemcke noted emergency exit procedures.

Supervisor Lemcke asked if anyone present would like to address the Town Board on any topic not on the agenda.

Leo Downey wanted to thank the Town Board for their recognition at the time of his retirement.

Joseph Rittler asked Supervisor Lemcke inquired about written notice of conflicts or potential conflicts of interest for purchases from his company and whether they were submitted to the governing body in 2006. Supervisor Lemcke thanked him for bringing this to his attention. Mr. Rittler also inquired about the town purchasing topsoil. He was referred to the Highway Superintendent.

Brian Rasmusson and Laurie Matthews requested information regarding the status of pathways on Lake Side Boulevard and what action will be taken. Mr. Barton was called away for a personal matter so there was no information available at this time. This will be added to the October 3, 2006 Town Board meeting agenda and it is expected that by then the surveys will be completed and that a GIS map will be available. There will be no action taken until this information has been received.

Supervisor Lemcke acknowledged William VanAlst of Larsen Engineers and asked that his findings for the Dunbar Road Sidewalks be held until Mr. Barton comes.

### MINUTES – SEPTEMBER 5, 2006

**RESOLUTION NO. 257-2006** Motion by Councilman Carmestro, seconded by Councilman Smith, to approve the Minutes of the September 5, 2006 meeting as presented.

Motion carried: Aye 5 Nay 0

### TOWN CLERK REPORT

Town Clerk reported that she received thank you notes from the Gazebo Band Members and the Ignite Youth Ministry group thanking the Town for the use of a pavilion for each of their functions. A temporary is being used to assist with data entry for tax receipts. There have been some problems with the new tax software, including being able to run reports and data enter receipts.

### **HIGHWAY DEPARTMENT REPORT**

There was no Highway Department report. Supt. Speer is out of town.

### **RECREATION DEPARTMENT REPORT**

Director Steve Fowler reported that the 2006/2007 Shared Municipal Services Incentive (SMSI) Grant Program applications are due to Albany by October 23, 2006. These grants require a 10% minimum cash match and focus on consolidations, mergers, dissolutions, cooperative agreements and shared services among municipalities.

The Recreation Department is in the process of updating the Hilton-Parma Recreation Master Plan and will be discussing the process at the September 27, 2006 Commission meeting.

Fowler reported that an information request was made by the Boy Scouts to hold a Klondike Derby in January of 2007. They have been asked to submit a formal request in writing.

He also reported that there has been vandalism to the Town Park vending machines. The machines are being removed for the season and he expects to receive feedback from Coca Cola regarding the damage. The vending machines generate approximately \$1,000 in revenue per year and that the damage occurred during the day time.

### **BUILDING DEPARTMENT REPORT**

There was no Building Department report due to Mr. Barton's absence. It came to the Town Board's attention that Mr. Barton had been called away and would not be in attendance.

### **PARKS DEPARTMENT REPORT**

Parks Forman Joe Petricone reported that electrical power was not available in a pavilion that was rented this past weekend due to a breaker and timer issue. Mr. Petricone requested that the Town Board approve a refund of the rental fee. Additional contact phone numbers will be added to the application form so that renters have a means to better get a hold of park employees.

### **FEDERICO – REFUND PAVILION RENTAL FEE**

**RESOLUTION NO. 258-2006** Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to reimburse Jeanne Federico for the \$50.00 pavilion rental fee.

Motion carried: Aye 5 Nay 0

Supervisor Lemcke acknowledged additional people that arrived and asked if they would like to address the Town Board.

### **REZONING PROPOSAL FOR 5083, 5087, 5091 AND 5095 WEST RIDGE ROAD**

Albert and Rosa Lopa, owners, came before the Town Board to discuss the possible rezoning of 5083, 5087, 5091 and 5095 West Ridge Road from General Commercial to Highway Commercial. The properties are located approximately one quarter mile from the corner of Route 259 on the south side of Ridge Road. It was noted that if the Lopa's proceed, they should contact the homeowners of the three properties that are between their properties and Doan Chevrolet as they should also be rezoned. Rezoning to Highway Commercial could not be considered unless the properties involved are adjacent to property already zoned Highway Commercial. There was discussion as to what steps would need to be taken to proceed. It was suggested that applications for rezoning should be made by each property owner involved and submitted at the same time. Drainage issues were also discussed.

### **DUNBAR ROAD SIDEWALKS – LARSEN ENGINEERS**

William VanAlst of Larsen Engineers presented a report regarding the proposal for sidewalks on Dunbar Road from Collamer Road to Carter Street and provided optional information for Carter Street to North Avenue. Estimates were provided in both sections for Concrete Sidewalks (Continuous) and Concrete Sidewalks (Match at Driveways). Asphalt was not recommended. A copy of the summary report is available in the Town Clerk's office.

## **BUSINESS ITEMS**

### **HILTON RAIDERS - FIELD USAGE**

Jon Frase and Bob Trowbridge represented the Hilton Raiders Football Club. They were asked how they felt their use of fields and the new building was going. The organization is very proud to have such premier fields for the organization and the building for concessions and storage. They receive many compliments on the condition of the fields as well as the park as a whole. They also indicated that sharing of the building was going well.

Costs associated with facility usage over and above the normal costs that the Town incurs were discussed. This has been an unusual year due to weather and additional costs arose to cover field damage resulting from usage during tournaments. It was noted that the Raiders organization currently contributes to seeding and fertilizing as well as a great deal of time toward upkeep. There was discussion regarding additional over and above costs and that the Town Board will be compiling usage information for all the organizations that use the facilities. The additional expenses incurred by each organization's use of the facilities will be passed back to the respective group. Questions were raised regarding a use fee. It was determined that it was more of a terminology interpretation of what the Town Board is trying to accomplish by recouping the additional expenses that occur due to extraordinary circumstances.

The football and soccer organizations are given first right of use for fields during their respective seasons. Field usage for other groups is geared around that usage. It is unique for a public park to have that kind of exclusive usage and is done because the groups are Hilton based. It is the goal for usage beyond that to provide the most amount of usage without over extending the fields.

### **SCAN AND STORE**

The Assessor's office has been looking at options for electronically storing records. This has been prompted by space issues, the ability to easily retrieve records by all parties and the workability to update the files. Scan and Store made a presentation outlining their product and services. A copy of the presentation is on file in the Town Clerk's office

### **SCHEDULE BUDGET WORKSHOP MEETINGS – NEW BUDGET DATES**

The Tentative Budget will be submitted by the Supervisor to the Town Clerk for presentation to the Town Board at the October 3, 2006 Town Board meeting. Workshops for the 2007 Budget between Department Heads and the Town Board will be held during the October 3, 2007 Town Board meeting and continue on October 10, 2007. The October 10<sup>th</sup> workshop will start at 7:00 p.m.

**POD UPDATE**

Supervisor Lemcke and Jack Barton attended a meeting for the POD/Mass Immunization Program. A letter was received from Mark Kalen, Fire Chief Hilton Fire Department, regarding the PODS representative. The Fire Chief will now be the Town of Parma's designated representative for this immunization program.

**LAKE ONTARIO COSTAL INITIATIVE (LOCI) GRANT**

The Town has received a letter from the Lake Ontario Costal Initiative (LOCI) that the Town of Parma has received a grant in the amount of \$24,000. This money was sought for the Dunbar Road East Sewer District and will bring the total required to be raised below the threshold required by the Department of Audit and Control.

**FOIL REQUEST APPEAL**

On September 14, 2006, Joseph Rittler submitted an appeal to the denial of his FOIL request dated September 7, 2006 and denied on September 14, 2006. The Town Board must respond within ten business days of receipt of a request to appeal.

**RESOLUTION NO.259-2006** Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to accept the reason for denial as submitted by the Town Clerk in writing to the FOIL request made by Joseph Rittler dated September 7, 2006 and denied on September 14, 2006.

Motion carried: Aye 5 Nay 0

The board asked that the Town Clerk notify Mr. Rittler of their decision and a copy will be sent to the Committee for Open Government as required.

**BUDGET TRANSFERS**

TRANSFERS TO BUDGET

Sep-06

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
A7141.422	SWIMMING	2,150.00	A7141.12C	SWIMMING	2,150.00	FOWLER
A7141.409	FLOOR HOCKEY	750.00	A7141.410	GOLF	750.00	FOWLER
A7141.406	BASKETBALL		A7140.12A	SUMMER HELP	1,900.00	FOWLER
A7141.492	CAMP	1,900.00	A7141.12B	BEAR	300.00	FOWLER
A1330.449	VOLLEYBALL		A1410.445	MAINTENANCE	600.00	CURRY
	CAMP	300.00		PROPERTY		
	MISC EXPENSES	600.00	B3620.411	MAINTENANCE	4,500.00	GAVIGAN
	B SURPLUS	4,500.00	B9060.840	BLUE CROSS	9,600.00	GAVIGAN
	B SURPLUS	9,600.00	A7110.439	PARKING LOT		
	A SURPLUS	6,805.00		IMPROVEMENT	6,805.00	GAVIGAN
A1620.445	MAINT		A1620.491	ALARM MAINT	794.97	DOOL
	CONTRACTS	794.97		CONTRACTED		
A1620.479	MISC CONST.	907.00	A1620.449	SERVICES	907.00	DOOL
				EQUIPMENT		
A7110.423	VEHICLE MAINT	252.48	A7110.424	MAINT	252.48	DOOL

A7110.437	PAVILIONS	900.00	A7110.426	SEPTIC	900.00	DOOL
	A SURPLUS	3,200.00	A7110.418	UPGRADES / PLAYGROUNDS	3,200.00	DOOL

**RESOLUTION NO. 260-2006** Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve the budget transfers as submitted.

Motion carried: Aye 5 Nay 0

**MISCELLANEOUS**

**NATIONAL INCIDENT MANAGEMENT SYSTEMS (NIMS)**

Deadline to complete the training for NIMS is September 30, 2006. Councilman Carmestro has been in touch with Highway Superintendent Speer to be sure that Highway Department has completed the necessary training and will complete the response to Monroe County about compliance.

**INFORMATIONAL ITEMS**

**TIME WARNER – PARKS DEPARTMENT**

The Town is working with Time Warner for a high speed internet connection. The specifics of how the line will be run and what charges will be incurred are being negotiated. The Town Hall currently gets Road Runner through Monroe County. Its guidelines will not allow remote access for the Parks, Highway and Recreation Departments. Establishing our own high speed internet connection with Time Warner will eliminate the dialup service that these departments must currently use to connect to the Town's server.

The charge for a two year contract would be \$80.00 per month. There would be a \$4,000 cabling charge to bring it into the Parks Maintenance building. For a two year Road Runner contract, Time Warner will drop that charge to \$2,000. In addition, if the Town extends the Franchise agreement for two more years, Time Warner will give us Road Runner for free. It was agreed that this was the direction to take.

**TOWN HALL INVENTORY**

Marian Aprilano has been asked to take a visual inventory of all offices as recommended for insurance purposes. This can also be done for the Historian.

**LIAISON REPORTS**

\*\*Councilman Smith reported that two members of the Planning Board will be attending training workshops for farmland preservation. The Special Police are busy supporting football games and getting ready for Apple Fest. He has spoken to Mary Gavigan about the usage spreadsheet and how it will be available to the Departments involved.

\*\*Councilman Carmestro reported that a notice has been received for a Joint Informational meeting this Saturday. The proposed new fire hall has been estimated to cost 6.1 million dollars and the budget is estimated to increase between eight and thirty seven percent.

\*\*Councilman Reinschmidt had no report for his assignments but noted that the Spencerport Fire Department has submitted a preliminary plan for replacement of the fire hall.

\*\*Councilman Blackburn had no official items to report.

\*\*Supervisor Lemcke reported that he will be out of town next week and will return the following Sunday.

### WARRANTS

**RESOLUTION NO. 261-2006** Motion by Councilman Smith, seconded by Councilman Carmestro, to approve payment of the A Fund, General Fund bills, in the amount of \$72,341.57.  
Motion carried: Aye 4 Nay 0 Abstained: Supervisor Lemcke  
The corrected invoice to pay R&M Landscape up to the \$750.00 threshold is included.

**RESOLUTION NO. 262-2006** Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve payment of the B Fund, Part Town Bills, in the amount of \$4,747.46.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 263-2006** Motion by Councilman Smith, seconded by Councilman Blackburn, to approve payment of the DA Fund, Highway Town Wide bills, in the amount of \$736.42.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 264-2006** Motion by Councilman Smith, seconded by Councilman Carmestro, to approve payment of the DB Fund, Highway Outside bills, in the amount of \$22,709.57.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 265-2006** Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve payment of the SD Town Wide Drainage Fund bills, in the amount of \$258.78.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 266-2006** Motion by Councilman Smith, seconded by Councilman Blackburn, to approve payment of the ST Fund bills, in the amount of \$191.20.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 267-2006** Motion by Councilman Smith, seconded by Councilman Carmestro, to approve payment of the SS3 Fund bills, in the amount of \$212.50.  
Motion carried: Aye 5 Nay 0

**RESOLUTION NO. 268-2006** Motion by Councilman Smith, seconded by Councilman Reinschmidt, to approve payment of the Trust & Agency bills, in the amount of \$4,501.49.  
Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilman Smith made a motion to adjourn the meeting at 9:45 p.m., seconded by Councilman Carmestro and all were in favor.

Respectively submitted,

Donna K. Curry  
Parma Town Clerk