

Parma Town Board meeting held on Tuesday, May 1, 2007 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

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

OTHERS IN ATTENDANCE

Members of the Town of Parma Special Police, their family and friends; Bob Prince, Gene DeMeyer, John Frillici, Jim Quick, Jim Zollweg and other unidentified members of the public.

CALL TO ORDER

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

TOWN OF PARMA SPECIAL POLICE – PRESIDENT’S VOLUNTEER SERVICE AWARD

The following members of the Town of Parma Special Police were recipients of the President’s Volunteer Service Award: Chief Tod Edenhofer, Lt. Scott Frearson, Officer Mike Silvestro, Officer Kathleen Edenhofer, Officer Randy Mousaw, Officer Joe Silvestro and Officer Dan Kohler. In addition special recognition was given to Retired Chief Frank Hutchinson for his leadership and over 30 years of service by being awarded the Presidential Volunteer Service Award for Lifetime of Service. Each member was presented with a pin and certificate of recognition in honor of the occasion.

The President’s Volunteer Service Award was established in 2003 and is awarded annually to individuals, groups and families who have met or exceeded requirements for volunteer service and have demonstrated exemplary citizenship through volunteering.

The Town of Parma Special Police was organized in 1962 as a volunteer organization, and is funded by the Town of Parma to assist the public and authorities during community events, natural disasters and emergencies.

PUBLIC FORUM

Supervisor Lemcke noted emergency exit procedures. Supervisor Lemcke asked if there was any citizen present who would like to address the Town Board on any topic not on the agenda.

Jody (name was unintelligible on the tape), a student of the Hilton Central School District and a user of the Town Skate Park, expressed her concern regarding maintenance and safety issues in the Skate Park. There was discussion on repairs already made, estimates that have been previously sought, what steps can immediately be taken, alternate activities that might be offered and the need to look at the long range plans for the Skate Park. Users of the Skate Park were asked not to make repairs themselves and to notify the Park Foreman of any

dangerous condition. John Frillici, a town resident, offered to inspect the site and make repairs. Jody asked if money could be collected by users for repairs. Supervisor Lemcke indicated that donations earmarked for this purpose would be accepted.

John Frillici will address the Town Board regarding drainage concerns that he and several neighbors have in regards to the Mercy Flight Subdivision when Mr. Barton arrives.

MINUTES – APRIL 17, 2007

RESOLUTION NO. 132-2007 Motion by Councilman Carmestro, seconded by Councilman Smith, to accept the Minutes of the April 3, 2007 meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk's Report and VFW Summary report for March have been submitted.

The Town Clerk's Association Annual Conference was held in Rochester Sunday through Wednesday this week. The Town Clerk attended a Business Automation Services (BAS) user group meeting on Sunday. The group met to discuss the rollout of an upgrade to the Town Clerk module which will be taking place over the next several months. Sessions on FOIL, Legal Matters, Marriages Licenses and Racing and Wagering were also attended.

The Town Clerk will be on vacation May 21st through May 25, 2007.

Stuart Brown Associates was contacted for a quote to update the Town's zoning maps. An estimate of \$750 was received to incorporate current parcel boundaries, add new roads and update any zoning changes. This was last done in February of 2005.

Public Notice of Foreclosure has been received from Monroe County and a list of delinquent properties is available for public viewing in the Town Clerk's office during regular business hours.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported that three bids were received for a Rubber Tire Excavator and opened in the Town Clerk's office at 11:00 a.m. this morning. The Town Clerk provided Town Board members with copies of the bid opening summary sheet. Supt. Speer will present at the next Town Board meeting.

HIGHWAY EQUIPMENT - 1989 DODGE TRUCK

Supt. Speer stated that the frame broke on the 1989 Dodge Pickup truck. The box and accessory equipment have been removed and he felt it should be junked. He would like to replace it and is looking for a good used truck. He also is looking at 10 wheeler trucks. It was noted that state bids for trucks have just come out. He will be looking at several options and will come back to the Town Board with a proposal.

RESOLUTION NO. 133-2007 Motion by Councilman Blackburn, seconded by Councilman Reinschmidt, to junk the 1989 Dodge Pickup, per the Highway Superintendent's recommendation.

Motion carried: Aye 5 Nay 0

RECREATION DEPARTMENT REPORT

Mr. Fowler reported that the department is in the process of collaborating with the Monroe County Office for the Aging to update the Community Center kitchen with a built in oven for the Nutrition Program. The Monroe County Office for the Aging will pay for the oven and the cabinet and the Town of Parma and the Village of Hilton will share the installation cost.

The Recreation Department Summer Brochure will be going to the printer on May 11th.

REQUEST FOR PAYMENT - CHAD SLAYTON

Mr. Fowler requested payment of \$450 to Chad Slayton for entertainment provided during the Senior Anniversary Dinner on April 27, 2007.

RESOLUTION NO. 134-2007 Motion by Councilman Carmestro, seconded by Councilman Smith, to approve payment of \$450.00 to Chad Slayton for entertainment services provided on April 27, 2007 at the Senior Anniversary Dinner.

Motion carried: Aye 5 Nay 0

COMMUNITY CENTER – DEWOLFF PARTNERSHIP AGREEMENT AUTHORIZATION

Mr. Fowler informed the Town Board that the contract has been received from DeWolff Partnership and has been reviewed by Peter Rodgers. He requested that the Town Board authorize the signing of this contract. It was noted that any additional or extra work that might be required would have to be approved by the Town Board.

RESOLUTION NO. 135A-2007 Motion by Councilman Smith, seconded by Councilman Carmestro, to authorize Steve Fowler to sign the agreement for the study of the proposed Library and Community Center with DeWolff Partnership.

Motion carried: Aye 5 Nay 0

There was discussion to change the signatory to the Town Supervisor.

RESOLUTION NO. 135B-2007 Motion by Councilman Smith, seconded by Councilman Carmestro, to change the authorization from Steve Fowler to Supervisor Lemcke to sign the agreement for the proposed Library and Community Center with DeWolff Partnership.

Motion carried: Aye 5 Nay 0

Councilman Carmestro complimented the Recreation Department staff on the fine job they did for the Senior Anniversary Dinner and for all the effort put forth for the Kites in the Park. Although the weather could have been better, those that attended participated in a well planned event and enjoyed the experience.

**** Jack Barton entered the meeting at 7:30 p. m.**

DRAINAGE ISSUE – MERCY FLIGHT SUBDIVISION

John Frillici spoke regarding a potential drainage issue on his property and that of his neighbors as a result of development in the Mercy Flight Subdivision. Jim Quick also spoke regarding the issue and noted that his septic system could be adversely affected by the situation. Mr. Barton will contact the Town Engineer and this will be put on the agenda for the next Town Board meeting.

BUSINESS AUTOMATION SYSTEMS PRESENTATION

A copy of the April Building Department Report has been given to Town Board members. Mr. Barton introduced the representative from Business Automated Systems (BAS) who made a presentation demonstrating the software product that Mr. Barton is looking at for the Building Department. Mr. Barton and staff have reviewed the product firsthand in the Town of Hamlin. Purchase of this software would track building applications, calculate fees, print permits and Certificates of Occupancy, track inspections and generate reports that are currently being manually done. It would also track complaints and code enforcement issues as well as periodic regular inspections by the fire marshal and the status of applications for the Planning and Zoning Boards. There was discussion on the implementation time, areas where savings might result, complaint trail for zoning enforcement, security, backups and other related topics.

ABOVE GROUND FUEL STORAGE TANKS

Mr. Barton noted that most of the information provided to date is from the National Fire Protection Association (NFPA). Mr. Prince will get information from Towns comparable in size and character and that address mixed use areas.

KIRBY MOTEL DEMOLITION

Mr. Prince stated that there had been contact and that demolition was scheduled to start today and was expected to last a week.

BUILDING DEPARTMENT REPORT

Mr. Barton reported that the Building Department report from April has been submitted.

Mr. Barton has received an estimate for the renovation in the Court Clerk area. The area to be renovated calls for enclosure of the area in front of the current office space which will provide more office space, change the counter area and provide for a reception area. The estimate was based on the original plans previously submitted. Discussion continued later in the meeting.

Mr. Barton informed the Town Board that an engineer stopped in today and dropped off a sketch plan to be submitted to the Planning Board from the owners of Parma Plaza, 5087 Ridge Road West. GLC of Monroe County, LLC has purchased the property to the east and west and would like to use it for auto sales. This is the same property that looked into rezoning last fall. Mr. Barton indicated to the engineer that they would be referred to the Town Board since this would require rezoning.

DUNBAR ROAD EAST SEWER DISTRICT

A letter was received from Larsen Engineers regarding the Dunbar Road East Sewer District. They have made recommendations and are currently completing requirements for Rural Development. Next steps include paperwork to be sent to Monroe County Department of Health and to Rural Development, we can then advertise for bids. The possibility of the Town doing the work was also discussed

TOWN PARK WASTE WATER

Supervisor Lemcke noted that there has been no standing water and that portable bathrooms have been brought in. A letter was received from Larsen Engineers regarding the status of the septic system for the Town Hall and Town Park. There was discussion on how to correct problem, whether to have a needs study for the existing multiple systems and recommendations

on what should be done going forward. This was set aside for the moment and the Town Board will come back to later in the meeting.

As a follow up to discussion at the last meeting regarding electricity availability from Spencerport Electric, Councilman Reinschmidt reported that there was a moratorium approximately 5 years ago and in 2002 a local law was adopted providing a process for potential new users to follow to apply for out of franchise service. The Village Board decides if new users will be added and it was noted that there was no notification to the Town. The party having difficulty getting electricity can apply through this process.

PARKS DEPARTMENT

There was no Parks Department report.

BUSINESS ITEMS

ACCEPTANCE OF THE DRAFT ANNUAL REPORT FOR COMPLIANCE WITH THE PHASE II STORMWATER REGULATIONS

RESOLUTION NO. 136-2007 Motion by Councilman Reinschmidt, seconded by Councilman Blackburn,

WHEREAS, the Town of Parma has been identified as a Municipal Separate Storm Sewer System (MS4) under the EPA's Phase II Storm Water Regulations under the Clean Water Act of 1999, and

WHEREAS, the Phase II Program requires each MS4 to prepare a Draft Annual Report on the Town's efforts to protect and improve the water quality of our streams and water bodies, and

WHEREAS, the public is invited to review the Draft Annual Report and provide input, and

WHEREAS, a Draft Annual Report has been prepared in conformance with the Phase II Regulations by the Highway Department, and

WHEREAS, the Annual Report must be submitted to the New York State Department of Environmental Conservation offices in Albany, NY by June 1, 2007,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Parma accepts said Draft Annual Report and it is available for public review at the Town Hall, Community Library, and the Highway Department; and be it

FURTHER RESOLVED, that all comments on the Draft Annual Report will be incorporated into the Final Annual Report to the NYSDEC.

Vote of the Board:

Richard Lemcke	Aye
Kenneth Blackburn	Aye
Joseph Reinschmidt	Aye
Carmey Carmestro	Aye
James Smith	Aye

Motion carried: Aye 5 Nay 0

BUDGET TRANSFERS

TRANSFERS TO BUDGET

May-07

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
	A SURPLUS	41,600.00	DA5110.450	SALT OFFICE	41,600.00	SPEER
A5132.421	GAS & ELECTRIC	378.38	A5132.201	EQUIPMENT OFFICE	378.38	SPEER
	B SURPLUS	5,000.00	B8030.412	SUPPLIES	5,000.00	BARTON

There was discussion on the transfer for salt.

RESOLUTION NO. 137-2007 Motion by Councilman Smith, seconded by Councilman Blackburn, to approve the budget transfers as submitted.

Motion carried: Aye 5 Nay 0

INFORMATIONAL ITEMS

DRAINAGE EASEMENT ISSUE - MALEK

In follow up to the discussion at the last Town Board meeting, Supt. Speer will talk to Peter Rogers.

21 DEAN ROAD DEMOLITION

Mr. Barton updated the Town Board as to the status of the demolition of 3 structures at 21 Dean Road which have been approved for demolition by the Supreme Court. The owner has been notified to remove personal items and we are in the middle of the 30 day notice period. Mr. Barton noted that asbestos is going to be an issue. The site will be treated for asbestos removal and the procedure for removal is being determined. It was noted again that the cost will go on the property owner's tax bill.

TOWN OF PARMA PROJECT UPDATES

Supervisor Lemcke asked that items be given to Marian to be added to the list. This will be an agenda item for each meeting and followed up on monthly.

WILDER ROAD SIDEWALK CONSTRUCTION PROJECT

Supervisor Lemcke spoke with Steven Beauvais of the NYS DOT to let him know that the Town Board denied acceptance of the approved grant. The money will not stay in the region and will now be available to others. Supervisor Lemcke inquired as to whether the money might be available for other projects. This particular money would not but the Town can get back into the cycle for consideration. There was discussion on the process for how this project evolved.

DUNBAR ROAD SIDEWALKS

A sidewalk grant information packet was provided by Jeff Forberg for sidewalks from Merton Williams to Collamer and Dunbar Roads. The Safe Routes to School program provides 100% funding and applications will be available in 4-6 weeks. Mr. Beauvais is the coordinator for this grant. There may also be funding available through a Legislator's Member Items Grant.

VEHICLE PURCHASES

Councilman Carmestro supplied the Town Board with a summary of the number of vehicles used by Town on the Westside. He would like to see the number of vehicles that are being taken home by Town of Parma employees reduced to three. The Highway Superintendent, Assistant Building Inspector/Fire Marshall and Dog Control Officer would be the only ones allowed to take vehicles home overnight. Accountability, savings in fuel and the life of the vehicle were the primary reasons for the proposal. Each of these persons is on call 24/7. There was discussion regarding those affected by this change, the impact of making this change and seasonal needs. The agenda for the next Town Board will include a draft written policy on vehicle usage and who should be considered for a take home vehicle.

LIAISON REPORTS

**Councilman Smith reported that the inspectors for accreditation will be here later in the month. There will be a list of events that the Recreation Department will be holding familiarize the inspectors with town officials and the public.

The Recreation Commission held another joint workshop with the Village, Town, and Library Boards to clarify the scope of the work for the Community Center Project.

**Councilman Carmestro reported that Mr. Wells, Town Assessor, has requested that Jeff Forberg and James Kesselring be appointed to the Board of Assessment Review. There was discussion on the number of members, whether the positions should be advertised, the amount of notice that was given and whether any interviewing should be done.

BOARD OF ASSESSMENT REVIEW - APPOINTMENTS

RESOLUTION NO. 138-2007 Motion by Councilman Carmestro, seconded by Councilman Smith, to appoint Jeff Forberg to the Board of Assessment Review for a term to expire September 30, 2008 and to appoint James Kesselring to the Board of Assessment Review for a term to expire September 30, 2007.

Motion carried: Aye 3 Nay 2 Councilman Blackburn voting Nay
Councilman Reinschmidt voting Nay

**Councilman Reinschmidt noted that the Special Police Award was the news for that department.

**Councilman Blackburn reported that the Parks department is following up on the leach fields and that staff is busy mowing.

Code Enforcement is looking at adding on to or changing an existing policy pertaining to excessive junk on property. What some consider junk is not to others and is posing a problem as it pertains to property maintenance.

Councilman Blackburn reviewed his conversation with Peter Rodgers in follow up to the issue of exclusive use of facility for a period of time for non profit organizations. He has not heard from him in response. Councilman Blackburn also contacted the State Department. He stated that the feedback from them was whatever you do with taxpayer dollars has to apply to everyone.

MISCELLANEOUS ITEMS

CABLE ACCESS

At the invitation of the Greece Central School District, Supervisor Lemcke and Steve Fowler attended a meeting regarding the District taking over Public, Education and Government (PEG) Cable TV Access for the western side of Monroe County. Educable previously provided cable access. An intermunicipal type of agreement would be necessary. The cost would be the same as through Educable.

**AUTHORIZATION FOR LARSEN ENGINEERS TO REVIEW TOWN HALL AND
PARK SEPTIC SYSTEMS**

RESOLUTION NO. 140-2007 Motion by Councilman Reinschmidt, seconded by Councilman Smith, to authorize expenditure up to \$2,500 to Larsen Engineers to do an analysis and recommendations for perfecting our sewage disposal system.

Motion carried: Aye 5 Nay 0

COURT RENOVATIONS

An estimate was received from Carlson Schmeer Construction Company, for \$39,500, for the cost to renovate the Court Clerk area. Because of the high cost, we will have to get other prices. There was discussion on putting out Requests for Proposals; breaking out the renovation by type of work to be done and then getting quotes for those specific projects; and the need for input from the Judges. Copies of two prior studies were provided by Councilman Reinschmidt. This was put on hold until additional information is obtained.

MISCELLANEOUS

Supt. Speer reported that the lawsuit for Mr. Nau was thrown out.

Mr. Barton added that he has received another estimate for a software package. It started out significantly higher and has come down considerably. A sample demonstration can be provided on line for the Town Board, if they would like to review it.

A problem with opening and closing the partition in the Courtroom/Board Room has come to light. Joe Petricone will be informed.

Mr. Barton also spoke with Steve Fowler about Town Hall Park usage. This was sent to the Town Engineer as information for its impact on usage of the septic system.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 140-2007 Motion by Councilman Carmestro, seconded by Councilman Reinschmidt, to enter into Executive Session to discuss a pending legal matter.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 10:20 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 141-2007 Motion by Councilman Smith, seconded by Councilman Reinschmidt, to close the Executive Session at 10:34 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Supervisor Lemcke made a motion to adjourn the meeting at 10:34 p.m., seconded by Councilman Carmestro and all were in favor.

Respectively submitted,

Donna K. Curry
Parma Town Clerk