

Parma Town Board meeting held on Tuesday, June 2, 2009 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

ATTENDANCE

Supervisor	Richard Lemcke	
Councilman	Carm Carmestro	
Councilman	James Smith	
Councilman	Gary Comardo	
Councilman	James Roose	
Building Inspector	Jack Barton	
Recreation Director	Steve Fowler	
Absent	Highway Superintendent	Brian Speer

OTHERS IN ATTENDANCE

John Chart, Austin Wolk, Gene DeMeyer, Jim Zollweg, Michael Weldon, Art Cosgrove, Tom Bertrand, Carol Kluth, Helen Ives, Richard Vance Tod Edenhofer, and other members of the public.

CALL TO ORDER

Supervisor Lemcke called the meeting to order at 6:30 p.m. Those present participated in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Lemcke noted emergency exit procedures.

PUBLIC FORUM

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

SOIL TESTING – UPDATE

John Chart asked about the status of the soil testing. Mr. Petricone responded that the testing was done today. A representative from Chatfield Engineers was present. Blended samples were taken at six and twelve inch depths as per Mr. Foti's recommendations. Nine samples were taken on the multipurpose field and 20 samples were taken on the football field.

Mr. Chart asked what the results were from a telephone poll conducted several weeks ago to gauge candidate support in the upcoming election. Supervisor Lemcke responded that the Town did not do the poll. Councilman Carmestro indicated it might have been done by downtown. (*Clerk notation: reference to downtown refers to Republican Party headquarters.*)

Supervisor Lemcke asked if anyone else wished to address the Town Board. There was no response.

MINUTES – MAY 16, 2009

RESOLUTION NO. 145-2009 Motion by Councilman Carmestro, seconded by Councilman Comardo, to accept the Minutes of the May 16, 2009 meeting as submitted.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The Town Clerk and VFW Summary reports have been submitted for the month of May.

Carrie Webster, a resident of the Village, has been hired to fill the Deputy Town Clerk and Receiver of Taxes position which has been open since the first week of April. Ms. Webster started Monday and will be working a minimum number of hours to start as she transitions out of her current job and into this one.

HIGHWAY DEPARTMENT REPORT

Supt. Speer was not in attendance.

BUILDING DEPARTMENT REPORT

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

Mr. Barton reported the Draft Annual Report for Compliance with the Phase II Stormwater Regulations was submitted and met the deadline. Mr. Barton provided draft wording for a resolution to accept the Draft Report.

RESOLUTION NO. 146-2009 Motion by Councilman Comardo, seconded by Councilman Smith, to accept the Draft Annual Report for Compliance with the Phase II Stormwater Regulations.

WHEREAS, the TOWN OF PARMA has been identified as a Municipal Separate Storm Sewer System (MS4) under the EPA's Phase II Stormwater 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 waterbodies, 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 Building and Highway Departments, and

WHEREAS, the Annual Report must be submitted the New York State Department of Environmental Conservation offices in Albany, NY by June 1, 2009,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accepts said Draft Annual Report and is available for public review at the Town Hall and Community Library,

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

Motion carried: Aye 5 Nay 0

The Building Department report for May has been submitted for the Town Board's review. Building activity has started to increase.

COURT RENOVATIONS

Mr. Barton reported the Court Clerk office area has been moved temporarily into the courtroom and asbestos removal started yesterday.

The contracts for construction of the court office have been sent to Lacy Katzen for review. A pre construction meeting is planned for next Monday. It is hoped that work will start next week. The duration period is unknown at this time.

Mr. Barton addressed the Town Board regarding allowing the Code Enforcement office to provide administrative relief for minor infractions of the zoning code. A structure too close to the property line was sighted as an example of when this might be applied. If the structure is off within a minimum number of inches the Code Enforcement Office would have the authority to approve without the property owner having to seek relief through the Zoning Board process.

Supervisor Lemcke reported a resident of the Dyminski property reported a tree has fallen over; is tangled in phone and electrical wires and could come down on the resident's dwelling at any time. The phone company and RG&E have been contacted but cannot take any action until the tree is removed. Supervisor Lemcke asked that the Code Enforcement Office find out what can be done by the Town. He suggested that the tree be removed and the property owner be billed for the expense or it added to their tax bill.

RECREATION DEPARTMENT REPORT

Mr. Fowler reported that Hilton Varsity Baseball Coach Jeff Murphy announced that the Team has pledged a donation of up to \$500 for the purchase of a batting tunnel dividing net, a home plate mat, and an additional L-Screen. This will allow the new batting cage facility to be able to accommodate two batting stations at once.

Mr. Fowler discussed the idea of bringing the game of Pickleball to Parma. Pickleball is very popular with the senior population, especially in retirement communities. He visited the courts at the Monroe County Park in Churchville and is proposing to make one or two of the Town Park tennis courts "multi sport usable" by marking out Pickleball Court lines (of a different color) inside the existing Tennis Court lines. Diagrams of a Pickleball Court layout were provided. Mr. Fowler was asked to get a price per court.

Later in the meeting, Mr. Fowler noted that the busy season for use of the portable stage is about to begin. The stage is lent to other municipalities and will be used at the Clarkson Rodeo Days and the Spencerport Fireman's Parade during the next two weeks.

PARKS DEPARTMENT

Mr. Petricone reported the department is getting ready for the soccer tournament this weekend and finishing work on the new softball field.

There was discussion on obtaining the Town of Richmond's nine skate park ramps and included debate on whether the skate park area should be resurfaced; the cost to dismantle, transport here and put back together; and installation of a higher fence. It was noted that there is \$23,000 in the Recreation Fund that might be used for this purpose. Tom Bertrand, a Hilton EMT, stated it was his perception that the skate park gets used a lot. He was surprised at how few calls they get for injuries there. Before the next meeting, Town Board members will visit our skate park to view conditions firsthand. The Park Foreman will compile the total cost.

BICENTENNIAL

There will be a meeting of the Bicentennial Committee this Thursday. Final arrangements are being made for the Bicentennial Parade. There was discussion on the amount budgeted for the yearlong event. Ten thousand dollars had been approved last year. Expenses are a little over \$7,000. Councilman Smith and Town Clerk Donna

Curry remarked that the committee has been very conscientious about keeping costs in check.

BUSINESS ITEMS

BUDGET TRANSERS

RESOLUTION NO. 147-2009 Motion by Councilman Carmestro, seconded by
Councilman , to accept the budget transfers as submitted.

TRANSFERS TO BUDGET

Jun-09

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
	L FUND BALANCE	6,950.00	LOO574741046000	CONTRACTED SERVICES	6,950.00	KIRK
LOO574741042200	EQUIP REPAIR/RENTAL	500.00	LOO574741049200	VISITING ARTIST	500.00	KIRK
	B FUND BALANCE	2,500.00	BOO516803046000	CONTRACTED SERVICES	2,500.00	GAVIGAN
	B FUND BALANCE	13,200.00	AOO575751046000	CONTRACTED SERVICES	13,200.00	GAVIGAN
AOO570762049605	T SHIRTS	1,030.00	AOO570702042200	EQUIP/RENTAL	1,030.00	FOWLER
AOO570731049742	GOLF EXPENSE	1,500.00	AOO570762049705	ADULT GOLF	1,500.00	FOWLER

Motion carried: Aye 5 Nay 0

TOWN BOARD MEETING DATE CHANGE

The Town Board meeting scheduled for September 15, 2009 falls on Primary Day this year. Rooms at the Town Hall will need to be available for polling locations.

RESOLUTION NO. 148-2009 Motion by Councilman Smith, seconded by
Councilman Carmestro, to change the Town Board meeting date from
September 15, 2009 to September 22, 2009.

Motion carried: Aye 5 Nay 0

HUMAN RESOURCE HANDBOOK

A copy of the Town of Parma Employee Handbook identifying all the revisions had been provided to the Town Board for review prior to the meeting. There were no new changes from the last discussion. Councilman Smith confirmed that all employees will be provided an updated copy and will sign off that they have received. Councilman Carmestro noted that Jeff Travers, the consultant on this update, was an excellent resource and very receptive to our needs. Supervisor Lemcke noted the disclaimer that the Parma Town Board can change this handbook by resolution is included.

RESOLUTION NO. 149-2009 Motion by Councilman Carmestro, seconded by
Councilman Comardo, to accept the changes to the Town of Parma
Employee Handbook.

Motion carried: Aye 5 Nay 0

INFORMATION ITEMS

SMITH FAMILY CEMETERY

The Town Board received a copy of a thank you letter from the Parks Department acknowledging the work James Cobb has done at the Smith Family Cemetery.

TIME WARNER CABLE
PUBLIC, EDUCATIONAL AND GOVERNMENT ACCESS CHANNELS

Time Warner Cable has agreed to provide public access channels 12 and 15 at no charge to the seventeen municipalities in our established viewing area. A resolution will be forthcoming.

LIAISON REPORTS

**Councilman Smith reported the Code Enforcement Officer is working on 96 complaints/issues and has closed 34 so far this year. The majority of these items deal with tall grass and abandoned vehicles. Supervisor Lemcke noted there are several homes which have been tagged with orange, not to be occupied signs. These houses have been abandoned and generally are being foreclosed on. The property owner must be contacted first before dealing with the bank.

**Councilman Comardo reported the Special Police has not met since our last meeting but had spoken with the Chief. The Special Police provided 56.5 hours of bike patrol last month in the Village and Town Hall Park. Bike storage at the fire hall is working well and greatly appreciated. There were reports of harmful and dangerous activity at the back of the park. It was suggested that consideration be given to gating the back section to reduce access after dark. There was discussion and it was noted that park safety attendants are on duty, patrolling and locking up at night.

The Recreation and Park Commission reviewed the budgeting so far for the year. The department is slightly over budget but that is normal for this time of year. The Commission was updated on the steps Mr. Fowler is taking to resolve the funding issue for the field lighting project, the purchase of the land on Bennett Road by New York State, and there was discussion on the future of the skate park.

**Supervisor Lemcke reported the Library will be closed next week for painting and installation of new carpet.

**Councilman Carmestro thanked the Parks Department for the great work they have been doing in the Park. At tonight's Village Board meeting, Tom Burger was announced as the Citizen of the Year.

** Councilman Roose reported there has not been a Planning Board meeting since his start and he was unable to attend the Zoning Board meeting.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 150-2009 Motion by Councilman Smith, seconded by Councilman Carmestro, to enter into executive session to discuss the discipline of an employee.

Motion carried: Aye 5 Nay 0

The Town Board entered into executive session at 7:35 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 151-2009 Motion by Councilman Carmestro, seconded by Councilman Comardo, to come out of executive session at 8:55 p.m.

Motion carried: Aye 5 Nay 0

LIAISON FOR DISCIPLINE ISSUE

RESOLUTION NO. 152-2009 Motion by Councilman Carmestro, seconded by Councilman Comardo, to designate Councilman Smith as the liaison between the Town Board and the Highway Superintendent regarding a discipline issue with an employee in the Highway Department and request the Town Clerk obtain the original documents in the employee file, maintained by the Highway Superintendent, for that Highway Department employee.

Motion carried: Aye 5 Nay 0

There being no further business before the Town Board, Councilman Comardo made a motion to adjourn the meeting at 7:58 p.m., seconded by Councilman Carmestro and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk