

Parma Town Board meeting held on Tuesday, December 20, 2011 at the
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

ATTENDANCE

Supervisor	Peter McCann
Councilman	Carm Carmestro
Councilman	James Smith
Councilman	Gary Comardo
Councilman	James Roose

CALL TO ORDER

Supervisor McCann called the meeting to order at 5:00 p.m. The change in the meeting time was advertised.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 224-2011 Motion by Councilman Smith, seconded by Councilman Carmestro, to enter into Executive Session to discuss matters leading to the employment of applicants for the Town Board position opening starting in January.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 5:00 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 225-2011 Motion by Councilman Comardo, seconded by Councilman Roose, to close the Executive Session at 6:29 p.m. and begin the regular session.

Motion carried: Aye 5 Nay 0

CALL TO ORDER

Supervisor McCann called the regular 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.

OTHERS IN ATTENDANCE

In addition to those noted at the beginning of the meeting the following were also in attendance

	Highway Superintendent	Brian Speer
	Building Inspector	Jack Barton
Absent	Recreation Director	Steve Fowler

Library Director Becky Tantillo, GIS Coordinator Jim Zollweg, Tina Brown, Edward Arnold, Helen Ives, Stan Hoy, Danielle Wilkin, Carol Kluth, Dan Butts, Larry Speer, Mark Greenwell, Chris Greenwell, and other unidentified members of the public.

PUBLIC FORUM

Supervisor McCann asked if there was any citizen present who would like to address the Town Board on any concerns.

Larry Speer stated to the Board that he voted for the Special Police to provide service within the Village for Sergeant Lemcke's funeral. He was disappointed that the Special Police opted out of doing so because this was not in writing. He wanted it noted that he was in favor of the

Special Police providing this service even though op-ed statements in the newspaper indicated otherwise.

MINUTES – DECEMBER 6, 2011

RESOLUTION NO. 226-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to accept the Minutes of the December 6, 2011 meeting.

Motion carried: Aye 5 Nay 0

TOWN CLERK REPORT

The 2011 annual report for the Special Police has been filed with the Town Clerk. A meeting has been scheduled with the Village Clerk for the first week in January to start the process for the joint records grant. The Clerk thanked Carrie Webster for the excellent job she did while the Town Clerk was out.

HIGHWAY DEPARTMENT REPORT

Supt. Speer reported that the amendment to the Monroe County All Seasons Snow and Ice Agreement has been received. He provided information on the upcoming year versus last year. The agreement is amended annually to reflect the cost for equipment, labor and salt. The All Seasons County/Town Work Agreement is also updated on an annual basis. This agreement adjusts the fringe rate per labor hour and the rates for roadside mowing and dead animal pickup on county roads.

2011-2012 SNOW AND ICE CONTROL SERVICES AGREEMENT AMENDMENT

RESOLUTION NO. 227-2011 Motion by Councilman Comardo, seconded by Councilman Smith, to accept amended Snow and Ice Control Services Agreement with Monroe County for 2011-2012 for a total of \$284,888.47.

Motion carried: Aye 5 Nay 0

2012 AMENDATORY AGREEMENT – ALL SEASONS COUNTY/TOWN WORK

RESOLUTION NO. 228-2011 Motion by Councilman Comardo, seconded by Councilman Smith, to accept the 2012 amendment for the All Seasons County and Town Work Agreement

Motion carried: Aye 5 Nay 0

Supt. Speer informed the Town Board that the new truck authorized in the spring for purchase will arrive from Regional International this week or early next week. Work on the Hill Road Bridge project has ended for the year. Staff has been working on drainage projects and are ready for the snow and ice. It was clarified that the Town can bill the County for the disposal of dead animals in addition to what we receive for the pick up from county roads in the Town.

BUILDING REPORT

Jack Barton reported that Diane Cook has retired as the Recording Secretary for the Zoning Board of Appeals. Mr. Barton noted she has been the Recording Secretary since January of 1990 and that her minutes have assisted in defending the Zoning Board when challenged. He commended her as an asset to the Board over the years and noted that she will be missed. Carrie Webster will be replacing her starting the first of the year.

Interviews will be held tomorrow for the Planning Board opening that will be vacated by Tim Harner.

A new newsletter from the DEC addresses phosphorus and fertilizer run off. New regulations will begin at the first of the year. A copy has been provided to the Parks Department.

There was discussion on the court office roof leak which occurred last week. It was noted that Mr. Petricone is working with the contractor. The contractor (Elmer Davis) has been out twice this week so far and has identified areas where flashing seems to be part of the issue. It was felt this should be referred to an engineer for their expertise and that all the parties would meet to resolve. Because the ceiling drywall has been damaged, Mr. Barton and Mr. Petricone have discussed taking down so that they may better identify where the water is coming from.

RECREATION DEPARTMENT REPORT

Mr. Fowler was unable to attend the meeting but requested that the Town Board pass a resolution regarding the grant for the senior transport vehicle.

SENIOR TRANSPORT VEHICLE GRANT

RESOLUTION NO. 229-2011 Motion by Councilman Comardo, seconded by Councilman Carmestro,

WHEREAS, Section 5310 of Chapter 53, Title 49, U. S. Code provides for capital grants to grantees for the purpose of assisting them in providing transportation services meeting the special needs of elderly persons and/or persons with disabilities for whom mass transportation services are unavailable, insufficient or inappropriate; and

WHEREAS, the Governor of the State has designated the State of New York Department of Transportation to receive and administer federal Section 5310 funds and to evaluate and select projects proposed by prospective grantees; and

WHEREAS, the Grantee desires to secure and utilize Federal grant funds for the transportation needs of elderly persons and persons with disabilities in New York State; and

WHEREAS, the Town of Parma Project Application has been submitted for approval to the Department and the Project has been approved by the Department and the Federal Government for federal financial assistance; and

NOW THEREFORE, the Town of Parma complete and return the grant award contract agreement to the NYS Department of Transportation along with a check made out to The Bank of America in the amount of \$10,213.00 to come from the A Fund, which covers the 20% match for the purchase of a 14 passenger transportation vehicle; and

FURTHERMORE, the additional contingency amount associated with this \$10,213.00 check will be reimbursed to the Town following the delivery of this vehicle.

Motion approved: Aye 5 Nay 0

LIBRARY REPORT

Library Director Becky Tantillo provided a summary of upcoming activities for patrons over the holiday break and encouraged everyone to check out the community window which is filled with this year's gingerbread house display.

BUSINESS ITEMS

CLEANING QUOTES

Councilman Smith explained that the Parks Department has gathered information on cleaning services and prices for services. A spec sheet was created for what needs to be done for the Town Hall and the VFW and was provided to vendors. Four companies provided quotes. The Parks Department also provided information for them to provide cleaning and "key keeper" duties for the VFW. It was agreed after additional discussion that there are other issues to be addressed and this will be taken up again at the second meeting in January.

SPORTS ORGANIZATION AGREEMENTS - 2012

After some discussion it was determined that we should meet with representatives from each group before the organizational meeting so there is no misunderstanding on what the fees are and how they were arrived at. It was noted that the proposed fees are based on the data we had available and these are likely on the high end. It was noted that the Hilton Parma Soccer Club needs to notify their state organization for approval of their tournament. Therefore, they need confirmation on use of our facilities for June 1st, 2nd, and 3rd, 2012. The remainder of the organization's agreements will be addressed after meeting with them.

RESOLUTION NO. 230-2011 Motion by Councilman Smith, seconded by Councilman Comardo, to approve the contract for the Hilton Parma Soccer Club to hold their 2012 "Just for Kicks" tournament June first, second and third.

Motion approved: Aye 5 Nay 0

BUDGET TRANSFERS

Councilman Carmestro asked that it be noted that sewer district work needs to be budgeted next year so that the funding is in the actual budget line by sewer district.

TRANSFERS TO BUDGET

Dec-11

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO536364041000	OFFICE SUPPLIES	100.00	AOO536364048000	MISC	100.00	EDENHOFER
AOO536364046000	CONTRACTED SERVICES	100.00	AOO536364048000	MISC	100.00	EDENHOFER
BOO537362048000	MISC EXPENSES	750.00	BOO537362045200	VEHICLE MAINT	750.00	BARTON
BOO599990191100	BRUSH PICK UP	44,000.00	DB503101	SPRING BRUSH	22,000.00	SPEER
			DB503101	FALL BRUSH	22,000.00	SPEER
BOO599990191300	PART TIME EXP	468.00	DB503103	PART TIME PROJECTS	468.00	SPEER
S01599990190000	INTERFUND TRANSFER	4,213.63	DBO499503104	SEWER REVENUE	29,062.39	SPEER
S02599990190000	INTERFUND TRANSFER	7,132.40				
S09599990190000	INTERFUND TRANSFER	2,035.68				
S10599990190000	INTERFUND TRANSFER	2,050.72				
S11599990190000	INTERFUND TRANSFER	2,035.68				
S14599990190000	INTERFUND TRANSFER	1,401.34				
S15599990190000	INTERFUND TRANSFER	1,017.34				
S17599990190000	INTERFUND TRANSFER	2,035.68				
S18599990190000	INTERFUND TRANSFER	1,017.84				
S19599990190000	INTERFUND TRANSFER	1,017.84				
S20599990190000	INTERFUND TRANSFER	1,017.84				
S21599990190000	INTERFUND TRANSFER	2,035.68				
S22599990190000	INTERFUND TRANSFER	2,050.72				
		29,062.39				

RESOLUTION NO. 231-2011 Motion by Councilman Roose, seconded by Councilman Carmestro, to approve the Budget Transfers as submitted.

Motion carried: Aye 5 Nay 0

MISCELLANEOUS ITEMS

Supervisor McCann reminded the Town Board that the year end meeting will be December 30, 2011 at 9:00 a.m.

Supervisor McCann noted that the Board would enter into executive session at the end of the general meeting to finish the interviews for prospective candidates for the upcoming opening on the Town Board.

LIAISON REPORTS

**Councilman Smith reported that in addition to the status on the court office roof leak the Parks Department has been getting information on time and materials for electrical work in 2012. He believes that two replies have been received and that they will attempt to get three before the organizational meeting. Councilman Carmestro noted that this information should also be being obtained for plumbing.

With regard to the cleaning for the VFW, Councilman Smith noted that if we opt to have Park employees do this they are already covered under our existing insurance.

** Councilman Comardo reported the Planning Board reviewed outstanding items on the site plan for the Dome. Interviews for candidates for the Planning Board opening will take place tomorrow. The Recreation Commission held their meeting as a combined meeting and Christmas gathering which he was unable to attend. He did attend a civil service preparedness training session earlier today.

**Councilman Carmestro reported Mike McHenry was reelected as a Hilton Parma Fire Commissioner.

**Councilman Roose reported there were two variances before the Zoning Board for a sign on Ridge Road and an addition. Special Police Chief Tod Edenhofer asked that it be noted that the Parma Special Police did provide traffic control for Sgt. Lemcke's funeral. It was noted that this took place on Parma Center Road between Manitou and Rt. 259 and at the cemetery entrance on Parma Center Road.

WARRANT

RESOLUTION NO. 232-2011 Motion by Councilman Carmestro and seconded by Councilman Roose, to approve payment of the warrant as submitted below.

FUND TOTALS

AOO	General Fund	\$	164,794.07
BOO	Part Town	\$	5,511.55
DAO	Highway, Townwide	\$	37,348.57
DBO	Highway, Part Town	\$	709.70
HCO	Park Lighting Capital Pr.	\$	1,237.90
HDO	Town Bridges	\$	10,296.00
SDO	Townwide Drainage	\$	11,157.88
TAO	Trust & Agency	\$	6,009.07
GRAND TOTAL:			\$ 237,064.74

Motion carried: Aye 5 Nay 0

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 233-2011 Motion by Councilman Carmestro, seconded by Councilman Roose, to enter into Executive Session to discuss matters leading to the employment of applicants for the Town Board position opening starting in January.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 7:18 p.m. after a short break so that people could leave.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 234-2011 Motion by Councilman Smith, seconded by Councilman Carmestro, to close the Executive Session at 7:55 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilman Carmestro made a motion to adjourn the meeting at 7:53p.m., seconded by Councilman Comardo and all were in favor.

Respectfully submitted,

Donna K. Curry
Parma Town Clerk