



# TOWN OF PARMA

1300 Hilton-Parma Road  
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(585) 392-9461  
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JAMES SMITH  
*Supervisor*  
GARY COMARDO  
*Councilperson*  
JAMES ROOSE  
*Councilperson*  
TINA BROWN  
*Councilperson*  
KYLE MULLEN  
*Councilperson*

TOWN BOARD MEETING  
JUNE 16, 2015  
7:00 P.M.

This Meeting Will Be Recorded By the Town Clerk

Pledge of Allegiance

Moment of Silence

Emergency Exit Instructions

Roll Call

Minutes of May 19, 2015 Town Board Meeting

Town Clerk Report

Highway Superintendent Report

Building Inspector Report

Parks and Recreation Director Report

Library Report

Miscellaneous Report

PUBLIC FORUM: 1. Any Citizen may Address the Town Board About Their Concerns

BUSINESS ITEMS:

1. Establish Reserve Account for Parks Equipment
2. Reserve Account – Workers Compensation Check
3. Reserve Account – Highway Equipment
4. Reserve Account - Parks Equipment
5. Supplemental Agreement for Marchiselli Bridge Fund
6. NYS Snow & Ice Agreement Amendment B
7. Eagle Scout Project
8. Hiring of New Summer Playground Staff and Rates
9. Budget Transfers
10. Miscellaneous

INFORMATIONAL ITEMS:

1. Miscellaneous

LIAISON REPORTS:

WARRANTS: General Funds (AOO) Part Town (BOO) Highway Town Wide (DAO)  
Highway Part Town (DBO) Town Wide Drainage (SDO) Trust and Agency (TAO)

ADJOURNMENT:

## **DRAFT RESOLUTION**

### **RESOLUTION ESTABLISHING RESERVE FUND - PARK EQUIPMENT**

WHEREAS, the Town Board of the Town of Parma is desirous of establishing a reserve fund to provide equipment for the use of the Town of Parma Parks Department to benefit the residents of the Town of Parma; and

WHEREAS, in order to ensure the foregoing objective, the Town Board is seeking to implement any number of techniques including, but not limited to, the establishment of a dedicated fund for the purpose of making capital equipment purchases for the Parks Department;

**NOW, THEREFORE, BE IT RESOLVED:**

There is hereby established a capital reserve fund to be known as the "Park Equipment Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to fund the cost of capital equipment purchases.

The Town's chief fiscal officer is hereby directed to deposit funds as directed by the Parma Town Board and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law.

The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Parma. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund.

The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law.

This resolution shall take effect immediately.

## **DRAFT RESOLUTIONS**

### **WORKERS COMPENSATION REFUND CHECK**

WHEREAS, the Town of Parma pays Worker's Compensation insurance costs as required; and  
WHEREAS, from time to time the Town receives sums of money ("funds") representing a rebate  
of the costs paid for Worker's Compensation; and

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1           The Town Board hereby directs the surplus of contribution check of \$13,044.00  
                  be deposit in the Workers' Compensation Reserve Fund.
- Sec. 2           That this resolution shall take effect immediately.

### **HIGHWAY EQUIPMENT RESERVE ACCOUNT**

Motion to deposit funds in the amount of \$ 5,625.00 in the Highway Equipment Reserve  
Account. These funds are the proceeds from the sale of surplus and obsolete highway  
equipment which were sold at the Teitsworth Auction.

### **PARKS EQUIPMENT RESERVE ACCOUNT**

Motion to deposit funds in the amount of \$ 10,427.40 in the Parks Equipment Reserve Account.  
These funds are the proceeds from the sale of Jacobson mower which was recently  
sold at the Teitsworth Auction.

**SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements  
 NYSDOT/ State-Local Agreement - Schedule A for PIN 4754.89**

<b>OSC Municipal Contract #:</b> D032297	<b>Contract Start Date:</b> 9/11/2009 <sub>(mm/dd/yyyy)</sub>	<b>Contract End Date:</b> 7/13/2019 <sub>(mm/dd/yyyy)</sub> <input type="checkbox"/> Check, if date changed from the last Schedule A			
<b>Purpose:</b> <input type="checkbox"/> Original Standard Agreement <input checked="" type="checkbox"/> Supplemental Schedule A No. 3					
<b>Agreement Type:</b> <input checked="" type="checkbox"/> Locally Administered Municipality/Sponsor (Contract Payee): Town of Parma _____ Other Municipality/Sponsor (if applicable): <input type="checkbox"/> State Administered <small>List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.</small> <input type="checkbox"/> Municipality: _____ % of Cost share <input type="checkbox"/> Municipality: _____ % of Cost share <input type="checkbox"/> Municipality: _____ % of Cost share					
<b>Authorized Project Phase(s) to which this Schedule applies:</b> <input checked="" type="checkbox"/> PE/Design <input checked="" type="checkbox"/> ROW Incidentals <input checked="" type="checkbox"/> ROW Acquisition <input checked="" type="checkbox"/> Construction/CI/CS					
<b>Work Type:</b> BR REPLACE	<b>County (If different from Municipality):</b> Monroe				
<b>Marchiselli Eligible</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(Check, if Project Description has changed from last Schedule A):</small> <input type="checkbox"/>					
<b>Project Description:</b> Hill Road Bridge over Brockport Creek BIN 2211170					
<b>Marchiselli Allocations Approved FOR ALL PHASES</b> <small>To compute Total Costs in the last row and column, right click in each field and select "Update Field."</small>					
Check box to indicate change from last Schedule A	State Fiscal Year(s)	Project Phase	TOTAL		
<input checked="" type="checkbox"/>	Cumulative total for all prior SFYs	PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input checked="" type="checkbox"/>	Current SFY 15/16	\$31,200.00	\$2,025.00	\$187,000.00	\$220,225.00
		\$0.00	\$0.00	\$20,000.00	\$20,000.00
	<b>Authorized Allocations to Date</b>	\$31,200.00	\$2,025.00	\$207,000.00	\$240,225.00

**A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES** For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in the last row, right click in each field and select "Update Field."

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding Program	Total Costs	FEDERAL Participating Share and Percentage	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
4754.89.121	Current	HBRRP	\$208,000.00	\$166,400.00	\$31,200.00	\$10,400.00	\$
	Old	HBRRP	\$208,000.00	\$166,400.00	\$31,200.00	\$10,400.00	\$
4754.89.221	Current	HBRRP	\$13,500.00	\$10,800.00	\$2,025.00	\$675.00	\$
	Old	HBRRP	\$13,500.00	\$10,800.00	\$2,025.00	\$675.00	\$
4754.89.321	Current	HBRRP	\$1,385,573.00	\$1,108,458.00	\$207,000.00	\$70,115.00	\$
	Old	HBRRP	\$1,550,100.00	\$1,240,080.00	\$187,000.00	\$123,020.00	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
<b>TOTAL CURRENT COSTS:</b>			\$1,607,073.00	\$1,285,658.00	\$240,225.00	\$81,190.00	\$ 0.00

## **DRAFT RESOLUTION**

### **APPROVE SUPPLEMENTAL AGREEMENT #3 TO MASTER FEDERAL AID MARCHISELLI AID PROJECT AGREEMENT HILL ROAD BRIDGE OVER BROCKPORT CREEK (BIN 2211170)**

WHEREAS, on July 21, 2009 the Town Board of the Town of Parma passed Resolution No. 174 -2009 to enter into the Master Federal Aid / Marchiselli Aid Project Agreement Hill Road over Brockport Creek BIN 2211170, and

WHEREAS, the Town of Parma understands that funding necessary to deliver the project was appropriated as per schedule A of this Agreement which has been amended to deleting /reducing funding for the project phases and captured additional Marchiselli funding available, and

NOW THEREFORE, BE IT RESOLVED by the Town Board of the Town of Parma that the Supervisor of the Town of Parma is authorized to enter into the Supplemental Agreement No 3 to D032297 (Comptroller's Contract No.) of the Master Federal Aid / Marchiselli Aid Project Agreement for the Hill Road Bridge over Brockport Creek BIN 2211170

**DRAFT RESOLUTION**

**AMENDMENT TO CHANGE THE ESTIMATED EXPENDITURE FOR  
NEW YORK STATE SNOW AND ICE AGREEMENT**

Motion to accept the Amendment to Change the Estimated Expenditure for Snow and Ice Agreement with New York State for the Indexed Lump Sum Contract; authorize the Town Supervisor to enter into the agreement which will increase the amount that the Town will be reimbursed by \$104,134.78 for the 2014/15 season.

**FOR CLERK USE**

**RESOLUTION NO. \_\_\_\_-2015**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

Motion carried: Aye\_\_\_\_ Nay \_\_\_\_\_

## Cole Tower Gazebo Eagle Project Options



Option A: 12' wood gazebo from Amish Country Gazebos  
<http://www.amishgazebos.com/shop/12-foot-wood-gazebo/>

- Price: \$4290

Option B: 10' wood gazebo from Amish Country Gazebos  
<http://www.amishgazebos.com/shop/10-foot-wood-gazebo/>

- Price: \$2890

Option C: 12' Cedar Gazebo from Lowes  
[http://www.lowes.com/pd\\_462350-94656-BAYSIDE10\\_\\_\\_?productId=4323679&pi=1&Ntt=gazeb  
o+with+floor](http://www.lowes.com/pd_462350-94656-BAYSIDE10___?productId=4323679&pi=1&Ntt=gazeb<br/>o+with+floor)

- Price: \$4350

1. All options come with flooring which needs to be placed on either a crushed stone foundation or on concrete footers.
2. The 10' model is an option, however my advisors and I believe that a slightly larger gazebo will benefit the town more.
  - a. This added space will allow for a picnic table to be put inside as opposed to only the benches around the perimeter in the 10' model.
  - b. The 12' model will fill more of the space that was created when the large tree was removed.
  - c. The 12' model will provide more space to get out of the sun in the now completely shadeless area of the park.
3. At this point I have \$1,100 raised to offset the cost of the gazebo to the town.

# BUDGET TRANSFERS

TRANSFERS

Jun-15

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
AOO570762049905	SWIMMING ADULT	300.00	AOO570762049305	CRAFTS	300.00	VENNIRO
AOO570762040005	OTHER PROGRAMS	1,500.00	AOO570762049005	AEROBIC FEES	1,500.00	VENNIRO
		1,800.00			1,800.00	

# WARRANT TOTALS

TRUST & AGENCY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	MISCELLANEOUS V	LAURA BALENO 2.031	SR. CITIZEN TRIP DEP	LAURA BALENO:	90.00
		BARBARA NORT 2.031	SR. CITIZEN TRIP DEP	BARBARA NORTON:	195.00
		TATIANA CALA 2.031	SR. CITIZEN TRIP DEP	TATIANA CALABRIA:	180.00
		BARBARA MUEL 2.031	SR. CITIZEN TRIP DEP	BARBARA MUELLER:	90.00
	AFLAC OF NEW YORK	2.023	AFLAC PAYABLE	MONTHLY PREMIUM	355.86
	CARPE DIEM TRAVEL	2.031	SR. CITIZEN TRIP DEP	SENIOR JAMESTOWN TRIP	1,295.00
	MONROE COUNTY PURE WATERS	2.034	PURE WATER CONNECTIO	PURE WATER CONNECTION	250.00
			TOTAL:		2,455.86

===== FUND TOTALS =====

AOO GENERAL FUND	62,199.40
BOO PART TOWN	8,504.05
DAO HIGHWAY, TOWNWIDE	696.54
DBO HIGHWAY, PART TOWN	33,830.10
SDO TOWNWIDE DRAINAGE	1,225.08
TAO TRUST & AGENCY	2,455.86

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 GRAND TOTAL: 108,911.03  
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TOTAL PAGES: 9

APPROVED BY: \_\_\_\_\_