

Parma Town Board meeting held on Tuesday, September 1, 2015 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

**ATTENDANCE**

Supervisor	James Smith
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Tina Brown
Councilperson	Kyle Mullen
Highway Supt.	Brian Speer
Town Clerk	Donna K. Curry
Building and Development Coordinator	Dennis Scibetta
Dir. of Parks and Recreation	Tom Venniro

**OTHERS IN ATTENDANCE**

Mike Weldon, Dana Harding, Carol Kluth, Helen Ives, Tiffany Petranek, Scott Copey, Christine Wallace and other members of the public.

**CALL TO ORDER**

Supervisor Smith called the meeting to order at 7:25 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Emergency exit procedures were noted.

**MINUTES – JULY 21, 2015**

**RESOLUTION NO. 220-2015** Motion by Supervisor Smith, seconded by Councilperson Roose, to accept the Minutes of the July 21, 2015 meeting.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

**MINUTES – AUGUST 18, 2015**

**RESOLUTION NO. 221-2015** Motion by Supervisor Smith, seconded by Councilperson Mullen, to accept the Minutes of the August 18, 2015 meeting.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

**TOWN CLERK REPORT**

The Town Clerk Report and VFW Summary for August have been started and will be completed tomorrow and provided to the Board. School tax bills have been printed and mailed on August 31, 2015 and the exceptions were mailed on September 1, 2015 from the Tax Receiver's office.

A request was received from a resident to allow the parking of a bus in the Town Hall parking lot this Friday evening between 7:00 and 10:30 p.m. There was no objection from the Board.

As a follow up to the opportunity discussed at the last Town Board meeting to reduce the Town's postage costs, the Clerk contacted other Town Clerks that are participating in the program to see how they handled the start of the process. Of the four Towns contacted none of them sought additional quotes. IMS was the lowest cost option for all of them. In the case of Brighton, they had been using DXO, out of Cheektowaga. Because the rate was lower and the timing of the pickup was going to be better the Clerk opted to go with IMS. The Town Clerk did review other mail service companies in the Rochester area and found their focus was direct mail bulk mailing services.

Notices have been received from Monroe County DOT regarding road closings, detours an area road work. These included closure of Clarkson Parma TL Road between Peck Road and Parma Center/Ireland Roads for the next three months; rustic railing work on Trimmer and Pine Hill Roads.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported the Village of Hilton will be purchasing a new flusher unit. They are asking \$12,000 for it. Supt. Speer noted that we need something even though this would not have the vacuum unit, the unit has been well maintained, and he felt the value that has been set is based on what a salesperson has said it would be worth. Mike McHenry will be proposing the purchase of the new flusher at the next Village Board meeting. There will be more information at the next Town Board meeting.

The EPA Audit has identified serious overhaul needs at the highway garage. Items noted were the current oil/water separator does not meet today's standards, the wash out area needs updating and recordkeeping logs have not been kept up to date. There is a list of action items, some of which must be corrected before winter and there will be follow up by the EPA.

There are still funds from the past year's New York State Snow and Ice Agreement that have not been received by the Town. A new pay system has been implemented by the State and may be part of the problem.

Supt. Speer purchased additional salt for the upcoming season to take advantage of the lower rate due to a fuel escalation clause which actually reduced the cost per ton by \$1.00. We now have 1,500 ton of salt on hand.

Supt. Speer provided the Town Board with a draft of an amended Agreement for Expenditures of Highway Money. After explaining the reason for the changes it was felt General Repairs would be reduced, the amount for Dunbar Road was increased to \$74,500, Collamar Road work was increased to \$134,800, the remaining portion of Pease Road would be completed at \$11,000, and the striping of Town roads would be done for a total of \$15,000. \$200,000 was originally agreed upon and the changes would increase this to

\$250,000. The additional costs would be covered by funds from a payroll surplus and the diesel fuel account. Additional paving work on the north end of Collamer Road would be postponed.

### **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported the Building Report for August has been completed. They are up two permits and ten houses over last year. Housing is still going strong.

A great deal of time has been spent preparing for the EPA audit. He noted it was an eye opening process and a lot of work has gone into putting all the information together. He thanked those that who provided assistance and advice. Assistance was made available from the Stormwater Coalition, Monroe County Soil and Water and the DEC. It was helpful to have the DEC on sight for the review to help resolve issues on the spot. There will be a close out meeting soon and nothing has been provided in writing at this time. Councilperson Mullen asked that when the report is received that Supervisor Smith send the Board a summary of what the big points are.

### **RECREATION DEPARTMENT REPORT**

Mr. Venniro reported the budget review for the majority of August was provided. The Fall 2015 Program Brochure is at the print stage. The Summer Send Off had good weather and it is estimated there were 1,000 people in attendance. He thanked the staff for their work in making it such a success. Park maintenance is caught up and cemeteries are being given a round of maintenance at this time. He noted that Highway staff was working on culvert work in the Park and he is working on quotes for roof repairs at the warming hut and for pavilions.

### **PUBLIC FORUM**

Supervisor Smith asked if there was anyone who would like to address the Town board in the open forum.

Christine Wallace addressed the Town Board regarding the two family residence in violation of the Town Code that is next to her property. She expressed her dissatisfaction that it is taking so long for the Town to do something about the owner refusing to convert it back to a single family dwelling. She stated that she has been threatened with bodily harm by the tenant who lives on the lower level. She has called the Sheriffs. She wants the matter to proceed in converting the dwelling to a single family residence as soon as possible as was determined by the Zoning Board in 2009. She feels it affects her property value and conditions at the property have not changed. Ms. Wallace was informed that this has been taken to our attorney and that the Town Board recently authorized our Attorney to take the owner of this property to Supreme Court.

Dana Harding addressed the Town Board regarding a neighbor's property where junk cars are being stored and dogs and chickens are roaming. It was noted this is going to court but that our local court is limited where there are often postponements and nonpayment of

fines. He noted Mr. Scibetta and Mr. Fritz have been helpful and he comes in weekly with pictures to show them. It is hoped the option of going to Supreme Court will effectively put the issue to rest. There is no appeal of Supreme Court decisions.

## **BUSINESS ITEMS**

### **FARMLAND AND OPEN SPACE COMMITTEE APPOINTMENT**

Scott Copey, Chairman of the Farmland and Open Space Committee, introduced Tiffany Petranek. She had expressed an interest in becoming part of the Farmland and Open Space Committee meetings and has attended the last meeting to see what the committee does. She has background from the National Park Service and marketing experience. He recommended that she appointed to fill the vacant position left by the resignation of Tim Thomas earlier this year.

**RESOLUTION NO. 222-2015** Motion by Supervisor Smith, seconded by Councilperson Comardo, to approve the appointment of Tiffany Petranek to the Farmland and Open Space Committee to complete the term of Tim Thomas who resigned from the committee earlier this year.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

### **AUTHORIZATION TO HOLD VEHICLE FOR PURCHASE**

Supervisor Smith reported the Town of Hamlin is interested in the purchase of the Code Enforcement/Dog Control pickup truck. A verbal commitment has been received from Hamlin. Supervisor Smith will confirm the purchase with the Hamlin Supervisor.

Supervisor Smith would like to see us contact the dealer, for the new truck the Town would like to purchase on State Contract, to confirm our interest, ask to have it held for us and provide an approximate delivery date for when we want it. We want to have a firm commitment for the sale of the current vehicle to another municipality. There was agreement that Supervisor Smith would draft a letter to be sent to the dealership so the truck can be held for the Town.

### **EMILY DECLERK GIRL SCOUT PROJECT – POND SIDE BENCHES**

Mr. Venniro was contacted by Emily DeClerk to replace pond side benches as her final Girl Scout project. A proposal was presented to the Town Board. The per-bench cost would be \$216 each and has been reduced by adding tasks that Town staff can do. There are currently two benches and a third could be an added option. Mr. Venniro noted he discussed that there were other issues in the park which needed to be addressed and that a prior Eagle project was required to raise half of the funds. He noted some funds could be made available through the Park budget.

**RESOLUTION NO. 223-2015** Motion by Supervisor Smith, seconded by Councilperson Comardo, to approve Emily DeClerk's Girls Scout Project

for Pond Side Benches. The Town share of the project will be 50% of the total materials and not to exceed \$500.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

### **MISCELLANOUS**

Future Eagle Scout Project – Marking stormwater drains with environmental information. The Monroe County Stormwater Coalition will provide the tags which would be placed on each storm drain. In light of the recent EPA audit, this would be a very timely and beneficial project.

### **INFORMATIONAL ITEMS**

#### **PERFORMANCE BASED ENERGY CONTRACTS**

Supervisor Smith reported Robert Haak, of the John W. Danforth Company, has provided the Town with a preliminary benchmarking analysis for projected energy use reductions. It provided a historical energy usage analysis for electric and natural gas; a projection of energy reductions and a list of items to be measured in a detailed Energy Audit. They have projected they can save the Town \$22,000 a year by recommending projects for lighting, insulation and etc. They estimate these savings could finance a project values at approximately \$275,000. The next step would be for Danforth to do a walkthrough of each facility to identify what opportunities exist and establish the scope of a potential project. The goal of the project would be to provide needed facility upgrades that are paid for through a guaranteed savings program. Danforth will guarantee the results of the savings projections as well as the technical implementation eliminating the risk to the Town. The Town Board was in agreement to let Danforth proceed with the survey of Town facilities. It was noted this is still a preliminary phase, any actual work to be done would have to go out for bid, and Supervisor Smith will reach out to the Town of Penfield as they have started the process with Danforth.

### **LIAISON REPORTS**

\*\*Councilperson Brown reported the Assessor's office is taking calls about assessments because the school tax bills have gone out. The last Planning Board meeting was cancelled and the Conservation Board reviewed the site visit made for 200 Webster Road and made a negative declaration.

\*\*Councilperson Comardo reported the Recreation Commission met at the Park and noted since the trees have been taken down there is need for more shade in the area if he playgrounds. The addition of the gazebo provides some. The Hojack Trail Project meeting will be held on September 22, 2015 for the general public to express concerns at the Greece Town Hall. It is expected that this will be an open session and interactive. The Farmland and Open Space Committee is in a holding pattern until grant funding is made available.

\*\*Councilperson Roose reported he has received copies of paperwork for numerous violations. In particular, he noted a junk situation at 5416 Ridge Road West.

\*\*Councilperson Mullen reported we have not heard anything back from the EPA contractor on the brownfield assessment. He expects we will be hearing from him soon to get records.

Supervisor Smith noted the Town Board would be entering into executive session and upon coming out of executive session there would be no further action.

**ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 224-2015** Motion by Supervisor Smith, seconded by Councilperson Comardo, to enter into Executive Session to discuss ongoing litigation regarding Chart vs Town of Parma and a potential contract.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

The Board entered into executive session.

**CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 225-2015** Motion by Councilperson Roose, seconded by Councilman Mullen, to close the executive session at 10:35 p.m. and return to regular session.

Motion carried: Aye 5 (Smith, Comardo, Roose, Brown, Mullen) Nay 0

There was no further business before the Town Board, Supervisor Smith made a motion to adjourn the meeting at 10:35 p.m., seconded by Councilperson Comardo and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk