

Parma Town Board meeting held on Tuesday, October 18, 2016 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

**ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

Mike Weldon and Leslie Cook.

**CALL TO ORDER**

Supervisor Smith called the meeting to order at 6:35 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.

**HIGHWAY DEPARTMENT REPORT**

Supt. Speer was not present so there was no report.

**BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported that the Planning Board had sent out requests to be listed as the lead agency for North Parma Station. There were no responses received so they will now be the lead agency on the project. He also reported he would be attending a meeting Thursday with the Monroe County Economic Development Agency regarding properties along Ridge Road. He felt it would be an interesting meeting and looks forward to bringing the Board the results of this meeting. The attorneys for West Hill Estates have contacted him about the road dedication for that subdivision. This information is with our attorney along with some other ones which are ready to be dedicated to the Town.

Councilperson Comardo asked what the status was on resident complaints on James Moore Circle. Mr. Scibetta explained that regulations have changed since the approval of this subdivision back in 2006. Monroe County Soils and Water has completed an inventory of the Town's stormwater ponds for the Town and this is something new that the EPA requires. There has been ongoing discussion in other Towns as they do not want to take dedication of these ponds anymore and going forward we will be looking at them differently. Supervisor Smith and Mr. Scibetta met Monroe County Soil and Water to

discuss the current issue and asked them to review the environmental aspects of the pond, requested input on what should be done before a Town accepts dedication, how to better manage these ponds, what the regular maintenance should be and how to meet the concerns of the neighbors. Mr. Scibetta noted that the design of this area at the time the subdivision was approved is different from the current standards. The Town Engineer was asked to come out and give us an opinion on the current situation, not taking dedication, will be waiting to be sure everything that can be done is completed before we take it over. The stormwater pond consists of an inner pond which was an existing pond in a wetland. The developer built a storm water pond around the existing wetland pond as the wetland cannot be disturbed by law. Neither the Town nor the developer can go in and remove or fill in that area. This was referred to as the donut area by residents who expressed concerns at the last meeting. Feedback received included: there are areas that appear to have been silted in during construction, there are no signs of newer vegetation, the appropriate water filtering vegetation did not grow and the retention pond area may need to be dug out and appropriate vegetation put in, neighboring yard maintenance is getting down to the shoulder which is eroding the pond sides and grass clippings are being blown into the pond adding a nutrient source which is not helping the matter. Other concerns by residents have been addressed with the developer.

### **RECREATION DEPARTMENT REPORT**

Mr. Venniro has provided the Town Board with a written report which included a summary of the Halloween Celebration and Make A Difference Day to be held on October 22, 2016. It was noted there will not be an electronic recycling this year as part of Make A Difference Day. Work has begun on the resurfacing of the basketball courts. Weather permitting this will be finished up later in the week.

There was discussion on transferring funds received from property maintenance and cemetery mowing to the Parks Equipment Reserve account so that the monies can go to purchase new equipment.

Mr. Venniro noted that he and Councilperson Comardo met regarding the Best Value Local Law and the process in adopting such law looking at General Municipal Law, our draft local law and our current procurement policy. They agreed that this should be reviewed by the attorney to see if he is still comfortable with the draft from a year ago. After a conversation with the Town Clerk earlier today they will also be meeting with the Finance Director to establish any procedural steps that need to be put in place to use "best value". The public hearing for this will be on December 6, 2016 and if approved it will be incorporated into the procurement policy.

Mr. Venniro report he is currently exploring two grant opportunities; one from ExoFit for outdoor fitness equipment and another from the Ralph Wilson Foundation. There will be more information on these as they progress, if they indeed do.

It was noted that on Saturday, October 29<sup>th</sup> the County Cross Country Sections will be held at Town Hall Park. The agreement for use of the facility specifies the use of Parking



**AUTHORIZING ADDITIONAL SUMS TO BE DEPOSITED INTO PARK  
EQUIPMENT RESERVE**

**RESOLUTION NO. 263-2016** Motion by Supervisor Smith and seconded by  
Councilperson Comardo,

WHEREAS, the Town of Parma maintains Parma Parks Department equipment;

WHEREAS, the Town Board established a Parks Equipment Reserve on June 16,  
2015; and

WHEREAS, the Town Board desires to appropriate additional sums to become part  
of the reserve fund from time to time.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the A Unreserved Fund  
Balance to the Parks Equipment Reserve in the sum of \$5,613.46.

Sec. 2. That this resolution shall take effect immediately.

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

**NORTH AVENUE DRAINAGE PROJECT (254)**

The owner of 254 North Avenue has applied for a permit from New York State DOT to  
install a drainage pipe. It will hook into existing pipe at neighboring properties. The  
NYDOT now requires that the municipality take ownership and responsibility of all future  
repairs

**RESOLUTION NO. 264-2016** Motion by Councilperson Barlow and seconded by  
Councilperson Comardo,  
Resolved that the Town Board hereby accepts for the Town of Parma to own  
and maintain the proposed enclosed drainage system within the right-of-  
way in and along the southerly property line of 254 North Avenue and to the  
northerly property line of 264 North Avenue in the Town of Parma.

Motion carried: Aye 4 (Comardo, Roose, Mullen, Barlow) Nay 0 Supervisor Smith  
recused himself from the vote as the owner of the property.

**INFORMATIONAL ITEMS**

There were no informational items.

**LIAISON REPORTS**

\*\*Councilperson Barlow did not have a report.

\*\*Councilperson Comardo reported HPDICE continues work on the November 2<sup>nd</sup> presentation. Discussion covered during the Recreation Commission has already been covered and the next meeting will be next Wednesday.

\*\*Councilperson Roose reported the recruitment informational meeting for Special Police was held. There were nine or ten interested persons. There will be another open house recruitment on November 10<sup>th</sup>. Additional flyers and informational material made available.

\*\*Councilperson Mullen did not have a liaison report. He reported turning lane work at Bennett and Wilder Roads is finishing up. The School Superintendent has expressed concerns over how to handle the bus traffic. Councilperson Mullen thought perhaps this may be a future use request for the Special Police. There was discussion on the five year agreement being proposed by Time Warner. Fiber will connect the Recreation and Highway Offices to the Town Hall. The current setup will be used for the Park Office, and cable will be run to the museum to provide them with phone and internet connections. The alarm system was reviewed at each location and changes will be made at the museum to eliminate a duplication identified for them. There was discussion on having a phone line at the Meetinghouse. There was discussion on not continuing the current set up. It was felt the Town Historian should be brought into this discussion and a risk assessment should be considered before a decision is made. Monroe County would like to get municipalities on the fiber backbone. The existing County fiber does not run in front of our building. It snakes its way from Spencerport to the Village of Hilton in a route that connects specific County points. In addition, the County telephone VOIP system is robust enough it will be able to handle our phone system. A representative from their IT department would like to meet with us to discuss future needs and is interested in timing and cost of our contract with Time Warner. A change to this will not be likely in the next couple of years but by the Time the Time Warner agreement ends this could be an option. The availability of this option makes the five year plan prudent.

\*\*Supervisor Smith reported there will be a Citizen Preparedness Training session this Thursday at the Quest School at 5:30 p.m. It will cover what to do in a disaster and attendees will receive a survival backpack. He also had a meeting with Jeff Adair the Director of Planning and Development at Monroe County to discuss how his department can promote business in our area. In particular , agriculture markets, what we can do to promote infrastructure; promote in our schools skilled trade jobs which are currently going unfilled; and meeting with the new Hilton School Superintendent and others in the County to discuss other educational opportunities. On October 28<sup>th</sup> he will be meeting with Terry Rice, Monroe County DOT; Dr. King, Agricultural and Life Sciences Institutes through Monroe Community College; and a representative from NYS Agriculture and Markets to discuss a PILOT Program for farm destinations in our area.

## **WARRANT**

**RESOLUTION NO. 265-2016** Motion by Councilperson Barlow, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$54,779.06.

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

**RESOLUTION NO. 266-2016** Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$3,441.92.

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

**RESOLUTION NO. 267-2016** Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$456.60.

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

**RESOLUTION NO. 268-2016** Motion by Councilperson Mullen, seconded by Councilperson Barlow, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$55,125.65.

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

**RESOLUTION NO. 269-2016** Motion by Councilperson Barlow, seconded by Councilperson Comardo, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$3,273.90.

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

**RESOLUTION NO. 270-2016** Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of TAO Trust & Agency Fund bills, in the amount of \$861.47.

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

The total to be paid is \$332,656.99

There was no further business before the Town Board. Supervisor Smith made a motion to adjourn the meeting at 7:35 p.m., seconded by Councilperson Barlow and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk