

Parma Town Board meeting held on Tuesday, November 15, 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
	Deputy Town Clerk	Carrie Webster
	Dir. of Parks and Recreation	Tom Venniro
	Building and Development Coordinator	Dennis Scibetta
Absent	Highway Supt.	Brian Speer
	Town Clerk	Donna K. Curry

OTHERS IN ATTENDANCE

Library Director Becky Tantillo, Finance Director Mary Gavigan, Mike Weldon, Lon Jacobs, Rick Mendolera, Richard Napierala, and other members of the public.

CALL TO ORDER

Supervisor Smith called the 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. Emergency exit procedures were noted.

MINUTES – NOVEMBER 1, 2016

RESOLUTION NO. 282-2016 Motion by Councilperson Mullen, seconded by Councilperson Roose, to accept the Minutes of the meeting held on November 1, 2016.

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

TOWN CLERK REPORT

The Deputy Town Clerk reported that Town Clerk and VFW Reports were completed for October and filed. The Final School Tax Surrender has been submitted for each school district. Kyle Mullen asked if the Clerk's office had received the Draft Fire District Budgets. Supervisor Smith stated that he has seen Spencerport's. Finance Director Mary Gavigan stated that we received it from North Greece and Spencerport Fire but not from Hilton.

HIGHWAY DEPARTMENT REPORT

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

BUILDING DEPARTMENT REPORT

Mr. Scibetta reported they are working to catch up on road dedications. He is in the process of getting these from Dan Bryson. There are a couple new ones. These dedications would include Calebs Trail and others.

He reported that there was a slight lull in the Building Department this month due to the new code but there are now 5 new house starts. Usually this time of year building slows down but so far that has not happened. Numbers are still ahead of last year.

There is a new subdivision being proposed, Sandalwood Subdivision, south of RGE on North Union Street. Conceptual plans will be going to the Planning Board soon. These would be higher end homes with the possibility of extended family suites, with approximately 21 sites.

The Norbut brothers, have brought in a unique plan for a Townhouse Development on North Union Street, which will have approximately 44 townhomes and will probably come to the Town Board in the near future to address potential zoning issues. They would be rentals. There might be some unique challenges to this as there are several combined uses. The Planning Board is looking at making a site visit to the parcel to see how it would fit in. They do have a conditional purchase on the property.

RECREATION DEPARTMENT REPORT

Mr. Venniuro reported that the department will be coming in really close on the projections with the budget. Some of the revenues have been impressive. There were some dips in programs and some programs that did better. Basketball is underway with games starting this weekend. There are 130 kids registered which is up from 110 last year.

The Tree Lighting is December 3rd. They will be partnering with the Girl Scouts and the Library with crafts and book giveaways; they expect a large crowd as usual. The Senior Thanksgiving Dinner will be this Friday; this event is sold out with 75 seniors attending and will be held at the VFW Post, there is a large waiting list. Lions Club and Tops will be co-hosting this event. Mr. Venniuro invited the Board to attend both of these functions.

On November 4, 2016 there was an event called Evening for the Girls which was also a sold out event. This included dinner, Zumba, yoga, crafts and a local cupcake vendor.

On Wednesday, November 16, 2016 there will be a Crime Prevention Meeting from 7 p.m. to 9 p.m. at the Fire Exempt Hall for residents of the Town/Village, he unfortunately cannot attend because of a Recreation Commission meeting.

LIBRARY REPORT

Becky Tantillo reported that recently they visited the Sr. Center and checked out 17 books to seniors. Once a month they go over and bring a selection of books for them to check out. Loretta Kirk, Principal Library Clerk, is retiring effective November 30, 2016, she has been with the Library for 17 years. Linda Dimino will be taking her place and

responsibilities which include payroll, vacation time, paying the bills and tracking the budget.

Roz Lipomi and Amy Hogue have been promoted to Librarian II, both scored very well on the civil service exam. Being unable to give them raises Becky explained that she has come up with some alternative compensation ideas including paying their membership to the American Library Association, sabbatical days to allow a certain number hours a year to pursue projects outside the library that may also enhance their work. For example, Roz does some painting and she has taught a painting class at the library.

Ms. Tantillo has talked to S&G Security and has a couple quotes. She hopes to have quotes to the Town Board by the December meeting. There is a bit of a price difference between S&G Security and Simplex Grinnell, who they currently use. This would be for building security, fire, and panic buttons. Kyle Mullen asked if this would be separate billing or combined. Finance Director Mary Gavigan stated because this is a separate building there would be two bills and checks as there are two separate bill paying sessions.

Ms. Tantillo stated that she received the new door counter to replace the broken one from Sensusource. This monitors how many people come in and out and during which time of the day it is busier and slower. The information from this can be used for staffing purposes.

PUBLIC FORUM

Supervisor Smith asked if anyone wished to address the Town Board.

Mr. Richard Napierala and Rick Mendolera stated that they are the property owners of 500 Wilder Road, the landlocked parcel that has had recent complaints about people hunting on it. Eleven months of the year there is never an issue, but there are during hunting season. Mr. Napierala said people snowmobile and four-wheel back there and they have seen people on horses. They stated that they need to have access to this parcel and they would like to have a key to the lock on the gate, this is the only access to this property. They would also like to keep people off of the property. When their sons were bow hunting over the past weekend someone called the police on them. There was discussion about people parking and blocking the gate and walking to the back. Supervisor Smith stated that going forward access to this parcel needs to be managed better. Councilperson Mullen stated he put a new lock on the gate. The other lock was unsecured when he got there. He stated the Town Clerk has a key to the new lock. Councilperson Mullen reviewed the deed to this property and there is no question that these two owners get access to this parcel through that right-of-way. Most concerning to some neighbors is that at 6:30 in the morning people are flooding back there to hunt. People are under the misconception that anyone can go back there and hunt on this land. Councilperson Mullen also stated that a couple of people had keys and now there are multiple copies out there. The Town does not know how many keys are out there and they do not want to hand out a key again and then there are 20 more keys made. The Highway Department also needs access to maintain the property and clean the swale. Councilperson Mullen stated that a new lock could be installed that would have Do Not Duplicate imprinted on the key, that would be pricier but

it would limit the amount of keys out there and the landowners could control who has access to the property. There was also discussion about posting new signs on the property and Supervisor Smith would like the signs to include the section of the Town Code it violates to give the deputies the ability to ticket trespassers.

Mr. Scibetta said that when this subdivision was being built there were concerns and a lot of discussion at the Planning Board level with regards to the borders of the land behind this subdivision. Supervisor Smith felt that to control the access to the property there could be a log of who has keys and they could be signed out. Mr. Scibetta stated that if the Town contacted Boley Locks, they have the ability to do the padlock and the keys that say Do Not Duplicate. There was a concern with how do you keep people from parking in the cul-de-sac and walking back there. It was felt that if access was minimized and it was posted so that the deputies could ticket people it would deter the trespassers. Mr. Mendolera stated that placing the gate there has minimized the amount of 4 wheelers and snowmobiles back there. After further discussion it was determined that Mr. Scibetta would get a key to the property owners so that they can access it.

PUBLIC HEARING 2017 BUDGET

Supervisor Smith opened the Public Hearing at 7:05 p.m. for the 2017 Preliminary Budget. He read the Legal Notice and noted it had been advertised and posted as required by law.

Legal Notice Town of Parma Public Hearing for the 2017 Budget and Special Districts

PLEASE TAKE NOTICE that a Public Hearing for the 2017 Budget and Special Districts for the Town of Parma will be held on Tuesday, November 15, 2016 at 7:00 p.m., at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York. This meeting is open to all interested persons. Copies of the budget are available for viewing at the Town Clerk's Office and will be posted on the Town's website at www.parmany.org.

The proposed salaries for the following Town Elected Officials for 2017 are:

Supervisor	\$25,862.00
Councilperson/Deputy Supervisor	\$ 8,500.00
3 Councilpersons (\$7,289.00 each)	\$21,867.00
Town Clerk	\$39,390.00
Highway Superintendent	\$63,077.00
2 Town Justices (\$14,989.50 each)	\$29,979.00

He highlighted the following items:

There was not a huge difference in the budget from this year to last year courtesy of the tax cap. The tax cap increase was \$18,000, which is not a lot of money to play with. The rate per thousand will be 2.731/1000 in the Town and 2.605/1000 in the Village, which is slightly less than last year's tax rate because of increased assessed value on new construction in the Town.

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

ADOPTION OF THE 2017 TOWN AND SPECIAL DISTRICTS BUDGET

RESOLUTION NO. 284-2016 Motion by Supervisor Smith and seconded by Councilperson Barlow, to adopt the 2017 Town and Special Districts Budget.

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

Supervisor Smith reviewed the changes to the Budget which included a Town Wide Drainage fee increase from \$12.00 to \$15.00. Revenues for the Highway Department will go from \$175,000 to \$120,000 based on the trend of the last 4 to 5 years. The equipment line was lowered to offset the lower revenues to \$22,000 to pay for the mini excavator that was already purchased. The overtime line was also decreased. Councilperson Mullen clarified that increasing the amount of the drainage will not affect anyone's tax rate. By increasing the drainage fee, we lowered the tax rate from the preliminary budget to pay a flat fee. In fact the tax rate will be lower than it was in 2009 in the Town and lower than it was in 2014 in the Village.

BOY SCOUT CHRISTMAS TREE SALES

There was no information provided to the Board. Dennis Scibetta stated that what is needed is approval for the sale and signage of Christmas Trees by the Boy Scouts. The sale would be in front of Liberty Hollow and they would like to place a sign at the corner of Ridge Road and Union Street.

RESOLUTION NO. 285-2016 Motion by Supervisor Smith and seconded by Councilperson Roose, to approve the temporary posting of signs for the annual Boy Scout Christmas tree sales at Union Street and Ridge Road.

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

RELEASE OF LETTER OF CREDIT
COUNTRY VILLAGE ESTATES SECTION III

RESOLUTION NO. 286-2016 Motion by Supervisor Smith and seconded by Councilperson Comardo, to release \$44,347.19 from the Letter of Credit to Country Village Estates for work completed for Section III of the Country Village Estates Subdivision.

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

This is the release of the final funds for this section. Councilperson Mullen asked if there is a pond. Dennis Scibetta said no.

RELEASE OF LETTER OF CREDIT

INFORMATIONAL ITEMS

Supervisor Smith reported he just received an Inter-municipal Agreement from Village regarding use of the Community Center for the Recreation Offices as well as programs. He will forward this to all Board Members for their review.

He also reported that New York State Agriculture and Markets announced that the Genesee Land Trust Inc. awarded the sum of \$303,328 for a Conservation Easement project to protect Zarpentine Farms on Burritt Road. At this point the Town does not have to take any action and Genesee Land Trust will be doing most of the work for this. There might be some paperwork that needs to be signed by the Town. Dennis Scibetta said that 87% of the cost is paid by the Land Trust and 13% is being paid for by the owner. The only cost to the Town will be the amount of the application fee. Councilperson Roose asked if there is still money in the Reserve Account that was set up. Supervisor Smith stated that there was and that money could be used to cover administrative costs. Gary Comardo commented on the tremendous leadership skills Scott Copey showed throughout this. Dennis Scibetta stated that Mr. Copey is an asset and does a lot of behind the scenes work on these projects which benefit the Town. Next Tuesday there will be an informational meeting at the Town Hall at 7 p.m. Councilperson Roose asked if there is a way to honor citizens that go above and beyond for the community. Councilperson Mullen asked if there is anything formal that the Town needs to do. Supervisor Smith said they would find that all out on Tuesday. The Town is looking at a sign announcing the preservation similar to the one on the Martin Farm.

PAGE DEDICATION – IN MEMORY OF KENNETH BLACKBURN

Supervisor Smith let the Board know that Ken Blackburn passed away. Mr. Blackburn was the Highway Superintendent for the Town of Parma as well as a member of the Town Board and a long time employee of the Hilton Central School District. He requested a page be dedicated in his memory.

RESOLUTION NO. 290-2016 Motion by Supervisor Smith and seconded by all members of the Board, to dedicate a blank page as part of this meeting's minutes in memory of Ken Blackburn.

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

Councilperson Mullen asked if anything needs to be done at the Town Board level regarding the sign application in front of the Zoning Board this week. Mr. Scibetta explained that Mr. Johnson came in for a directory sign at Parma Commons and the code is vague with regard to this. One section of the code says a sign with a directory is ok, while another section says it is not ok. After reviewing the two it was determined that this permit will be issued like the Dunkin Donuts sign and the applicant will withdraw this application. The feeling was that the language in the code should be cleaned up so there is not future confusion. Mr. Scibetta stated he will be asking for asking for a refund for the application fee.

LIAISON REPORTS

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

****Councilperson Comardo reported that Tom Venirro covered the Recreation Department information. The Recreation Commission meeting is this week because of Thanksgiving. There was a HPDICE event yesterday, which was very well attended at Merton Williams. He will be attending a Safety Committee event tomorrow night to choose what safety programs will be offered for the upcoming year.**

****Councilperson Roose reported there were two Special Police informational nights held. Between the two meetings there were approximately 16 people that attended. Packets were given out to all 16 and none were received back. The feeling was that there is not a better response because 170 hours of training is a lot training to do traffic control. He is in favor of resurrecting the special police force as it was but with more oversight. He feels that with the tighter controls and a Board in place this would not get out of control like in the past. Councilperson Mullen wanted to know if all avenues have been exhausted before giving up on having traffic control. They discussed the fire police and the traffic control with that, and he felt that there must be some loophole in order to do this. Mary Gavigan stated that when we were looking at Peace Officers for the Town there was discussion about this. Dan Bryson talked to someone at DCGS about the rules and regulations and if anyone would be able to help us it would be them. Mary Gavigan was going to look into the crossing guard's status under civil service. Tom Venirro stated that during some recreation events, the Village closes some roads and directs traffic in and out of the roads. Town of Chili does the same thing for some events. In both incidents it was Highway or Parks staff that did this. Supervisor Smith stated that when talking to fellow supervisors they just do it; they do not have any authorization. Dennis Scibetta stated that when Chili would need to close the road, the Sheriff's Department actually shut them down.**

****Councilperson Mullen reported the Zoning Board issue was talked about earlier in the meeting. He stated he would get the second key to Dennis Scibetta to give to the two gentlemen who own the property on Wilder Road. He felt that the lawyers should be consulted regarding posting the property on Wilder Road. Dennis Scibetta asked if anyone knew about a whip antenna on a cell tower on Burritt Road that is owned by the Town. Mary Gavigan stated she will do some research on this but she has heard of it. Supervisor Smith stated that the law should be stated on the sign and he would look into the section referenced on other town signs. Councilperson Mullen thinks a mailing should go out to the neighbors in the subdivision. Dennis Scibetta stated that since he has been here, there have been complaints about hunters parking in this cul-de-sac and walking back into the field. Supervisor Smith stated that it can definitely be posted No Hunting on Town Property and then there would be some teeth if the police are called. Tom Venirro stated that he was approached by people about the trespassing and that was going to be part of the discussion at the Crime Prevention meeting.**

Mr. Weldon asked if being a resident in the Town of Parma means anyone can go back there and use the land and if so where would they park. Councilperson Mullen said no. This is not a park; it is deeded as forever wild. It is supposed to be left as Open Space.

There are No Trespassing signs posted. Supervisor Smith stated that when this subdivision was going up this was a concern by the people who purchased property there. They did not want people in their backyard. If it was going to be a public park, there would have to be public access and parking.

**Supervisor Smith reported that there are at least three potential developers in the Town of Parma that want to build solar farms and want to do business with the Town. This could help the Town get cheap electricity. At least two companies have gone to the Planning Board with conceptual plans. There are no real numbers right now. There was discussion about whether solar farms work. Dennis Scibetta stated that it does work they just don't know how to use it or how to tax it when it is something people get for free.

WARRANT

RESOLUTION NO. 291-2016 Motion by Councilperson Barlow, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$76,840.40.

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

RESOLUTION NO. 292-2016 Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$4,270.80.

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

RESOLUTION NO. 293-2016 Motion by Councilperson Roose, seconded by Councilperson Mullen, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$2,878.43.

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

RESOLUTION NO. 294-2016 Motion by Councilperson Mullen, seconded by Councilperson Barlow, to approve payment of DBO Highway, Part Town Fund bills, in the amount of \$61,666.16.

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

RESOLUTION NO. 295-2016 Motion by Councilperson Barlow, seconded by Councilperson Comardo, 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 \$146,517.26.

There was discussion about the payment for DBO Highway, Part Town Fund bills. It was clarified that this was for materials not equipment.

ENTER INTO EXECUTIVE SESSION

RESOLUTION NO. 296-2016 Motion by Councilperson Mullen, seconded by Supervisor Smith, to enter into Executive Session to discuss the employment history of a particular employee in the Town of Parma.

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

The Board entered into executive session at 8:17 p.m.

CLOSE EXECUTIVE SESSION

RESOLUTION NO. 297-2016 Motion by Councilperson Roose, seconded by Councilman Mullen, to close the executive session at 8:55 p.m. and return to regular session.

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

There was no further business before the Town Board. Supervisor Smith made a motion to adjourn the meeting at 8:56 p.m., seconded by Councilperson Comardo and all were in favor.

Respectfully submitted,

Carrie Webster
Parma Deputy Town Clerk

IN MEMORY OF KENNETH BLACKBURN