

Parma Town Board meeting held on Tuesday, February 20, 2018 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York

**ATTENDANCE**

Supervisor	Jack Barton
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Blake Keller
Councilperson	Linda Judd
Town Clerk	Carrie Webster
Highway Supt.	Brian Speer
Building and Development Coordinator	Dennis Scibetta
Dir. of Parks and Recreation	Tom Venniro

**OTHERS IN ATTENDANCE**

Don Wells, Assessor, Mike Conway, Lon Jacobs, Shirley Inman, Peter Tassej, Randi Conway, Judy Conway, Mike Weldon, Matt Vanderbrook, Mike Adams, Scott Copej, Farmland and Open Space Committee Chair, and other members of the public.

**CALL TO ORDER**

Supervisor Barton 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.

**MEETING MINUTES – FEBRUARY 6, 2018**

**RESOLUTION NO. 68-2018** Motion by Councilperson Comardo, seconded by Councilperson Roose, to accept the Minutes of the Regular meeting of the Parma Town Board on February 6, 2018.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**TOWN CLERK REPORT**

The Town Clerk reported tax collection continues. The Town has been paid their portion in full and the Tax Receiver is in the process of making deposits to the County. Tax collection will continue until the end of May.

**HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported that they have depleted the salt budget. The Highway Department has repaired the loader. It cost approximately \$5,000 in parts and took 114 hours to repair. They department is doing brush pick up and have been around the Town twice. Supervisor Barton asked if that is being done early this year. Supt. Speer stated that if they have time they do brush clean up so that it keeps the employees busy during slow times and it keeps

the Town clean. Because of the freezing and thawing there are some bad pot holes that are going to need repairing.

### **BUILDING DEPARTMENT REPORT**

Mr. Scibetta reported that he and Art Fritz are scheduled to attend the FLBOA conference on March 12, 13, and 14. Mike Lissow will be covering for them so they can both attend. There was a fire over the weekend that destroyed a pole barn on Peck Road. The department is up new houses permits over last year at this time. County Village is very busy. There are some concerns with the road conditions on County Village and he would like to talk to the Highway Superintendent before heavy traffic is on the road.

### **RECREATION DEPARTMENT REPORT**

Mr. Venniuro reported that the 2017 Budget Report will be discussed later in the meeting. The Sweetheart Dance was held on February 9, 2018. February Recess Camp is underway with 55 participants and is being held at the VFW. There have been close to 380 appointments scheduled for the Tax Preparation Service and they are booked into mid-March. Park hours continue to be 9 a.m. until 6 p.m. until April 1, 2018.

He would like to nominate Steve Fowler to the New York State Recreation and Parks Society Memorial Hall of Fame, a very small and elite group. He has approached several people to provide letters of support and hopes the committee will consider Steve for this nomination. It would be a great honor for the community and the Fowler family.

### **MISCELLANEOUS REPORTS**

There were no reports.

### **PUBLIC FORUM**

Supervisor Barton asked if there was any other citizen who would like to address the Town Board with any concerns.

Shirley Inman, resident on Spencer Road is concerned with the sealant that was put on the road last year. She would like the job reassessed because it seems that the topping put down did not set correctly. She can see the old striping and potholes and keeps finding stone in her yard. Supt. Speer said that this was chip sealed last year and he will follow up on this.

Mike Conway, resident on Lakeside Boulevard wanted to present Brian Speer and the Highway Department with a plaque from the residents in the Lighthouse Beach Neighborhood for their work delivering sandbags and pumps. They went over and above to help the families on the lake with the flooding that took place last year.

**BUSINESS ITEMS**

**PREPAID CHECKS**

Supervisor Barton explained there is a cost savings to the Town if they pay the Workers Comp annually.

**RESOLUTION NO. 69-2018** Motion by Councilperson Roose, seconded by Councilperson Keller, to authorize payment of the prepaid checks as listed.

				FEBRUARY			
VENDOR CODE	ACCOUNT CODE	DATE	CASH CODE	CHECK NUMBER	AMOUNT	DESCRIPTION	TRANSACTION
JOHN RIGNEY	AOO.570.7310.489.42	02/06/18	Z991.110	4910	100.00	DJ SERVICE	
CAPTIVE LIFE	AOO.570.7140.494.01	02/06/18	Z991.110	4909	150.00	AFTER SCHOOL PROGRAM	
UPSTATE NY MUNICIPAL	AOO.590.9040.810.00	02/06/18	Z991.110	4911	18,846.99	2018 WORKER COMP	
	BOO.5909040.810.00	02/06/18	Z991.110	4911	8,829.57	2018 WORKER COMP	
	DAO.590.9040.810.00	02/06/18	Z991.110	4911	27,595.50	2018 WORKER COMP	
	DBO.590.9040.810.00	02/06/18	Z991.110	4911	38,634.08	2018 WORKER COMP	
	LOO.590.9040.810.00	02/06/18	Z991.110	4911	1,764.86	2018 WORKER COMP	

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**BOARD OF ASSESSMENT REVIEW – MULLER**

Don Wells reported that he sent the Board a note explaining that the Board of Assessment Review has been in need of a person since last year. His suggestion would be to appoint Kathy Muller. Kathy has 20+ years’ experience in the Assessor’s Office, she knows real estate and she is interested. Mr. Wells felt she would be a benefit to the Board. Many residents know her and respect her. She will be training in March.

**RESOLUTION NO. 70-2018** Motion by Councilperson Comardo, seconded by Councilperson Roose, to appoint Kathy Muller to the Assessment Board of Review.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

Supervisor Barton felt that after working with her for 20+ years he was not sure you could find a better qualified applicant.

**FARMLAND AND OPEN SPACE**

Supervisor Barton explained that at the last meeting he had talked about trying to get an application together for this next round of Conservation Easements coming up. Scott Copey, Chairman for Farmland and Open Space Committee, explained that the committee

solicited candidates and held meetings in the fall to see if there was any interest in the next round of Conservation Easements. Because there was no interest at that time we missed the deadline to have the Genesee Land Trust do all the heavy lifting when it comes to getting all of the paperwork and information together. It would be hard for the Town and the Committee to do this all on our own without the help of the land trust. It was decided at the last committee meeting that the Committee would regroup, revisit the criteria and the plan to move forward for the next round.

Dennis Scibetta wanted to thank Scott Copey for all of his hard work he puts into this committee. The community benefits from his knowledge and hard work as Chairman. Supervisor Barton agreed.

### **ZARPENTINE FARMS SEQOR AND PURCHASE AGREEMENTS**

Supervisor Barton received the appraisal for Zarpentine Farms and while reviewing it he noticed there was an error in the appraisal. They identified the property as zoned Medium Density Residential and it is actually zoned Rural Residential. The difference would be how many potential building lots you can get on a parcel which could affect the value. They are not sure if there will be an effect on the appraisal that they did. The appraisal will determine the difference between the land value and value of the developmental rights. This will determine the amount paid by the Grant and the Landowner. There will be no cost to the Town. This Conservation Easement will guarantee 100 acres of land will remain farmland.

**RESOLUTION NO. 71-2018** Motion by Supervisor Barton, seconded by Councilperson Comardo, to classify the purchase of the Zarpentine property as a Type II Action, no further review required.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**RESOLUTION NO. 72-2018** Motion by Councilperson Comardo, seconded by Councilperson Keller, to authorize the Supervisor to sign the Purchase Agreements once the appraisal is set.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

### **DISPOSAL OF RECREATION FIXED ASSETS**

**RESOLUTION NO. 73-2018** Motion by Councilperson Roose, seconded by Councilperson Judd, to dispose of the Recreation Fixed Assets as listed.

*Actual acquisition cost should always be used when available. Estimated cost at time acquired									
may be used only if actual cost is unknown.									
*Disposal of items - please note if junked, donated etc. in "REMARKS" column									
DATE: <u>2/13/2018</u>		DEPARTMENT: <u>Recreation</u>							
TAG #	DESCRIPTION / MANUFACTURER	MODEL	SERIAL #	ACQUIRED FROM	COST	A-ACQUIRED D-DISPOSAL	DATE	REMARKS	
No #	HP Keyboard	NA	NA	NA	NA	D-DISPOSAL	2/20/2018	Not in use, old and not needed. Recommend junk disposal.	
REC3037	HP Photosmart Printer	C5180	NA	NA	\$120.00	D-DISPOSAL	2/20/2018	Just burned out - not in assets list. Recommend junk disposal.	
No #	HP Compaq Computer Tower	NA	NA	NA	NA	D-DISPOSAL	2/20/2018	Recommend junk disposal w/ ATS.	
REC2919	HP Laser Jet 3015	3015	NA	NA	\$300.00	D-DISPOSAL	2/20/2018	Obsolete and not in use. Recommend junk disposal.	
REC2791	Bubble Screen Television	NA	NA	NA	NA	D-DISPOSAL	2/20/2018	Recommend electronic recycling.	
REC2536	Quickset T-Shirt Press	NA	NA	NA	\$500.00	D-DISPOSAL	2/20/2018	Recommend sale to apparel shop.	

There was discussion about selling the T-Shirt press to a local business that makes t-shirts for no less than \$200.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**ADVERTISE FOR PARK LABORER – PARK ATTENDANT  
 AND ADVERTISE FOR PARK DAY LABORER**

Tom Venniro explained that these are both budgeted positions that are hired every year in the spring. After talking to some employees from last year they will not be back this year. They have been through several day laborers in the past couple years so he is hoping to get a head start in the process this year. There was discussion about the hiring policy, the approval to advertise and then hire and then presenting the name to the Town Board after hiring.

**RESOLUTION NO. 74-2018** Motion by Councilperson Judd, seconded by Councilperson Keller, to advertise for the positions of Park Laborer – Park Attendant and Park Day Laborer.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

### **DISPOSAL OF HIGHWAY PLOW BLADE**

Supervisor Barton stated that for disposal purposes and the auditors the Town needs to have the value of the plow blades from a third party for the one way plow and the hydro-turn plow.

### **PARKS AND RECREATION OVERNIGHT/MULTI DAY CONFERENCE**

Tom Venniro reported there are some conferences he would like to attend along with his staff. He feels there is a benefit of going to the conferences for him and his staff and that the value from the training outweighs the cost. If he did not see a benefit they would not attend the training. Supervisor Barton likes the idea of having a report brought back to the Town Board after training.

**RESOLUTION NO. 75-2018** Motion by Councilperson Roose, seconded by Councilperson Comardo, to approve the attendance of Parks and Recreation staff at two overnight/multi day conferences which have been budgeted for.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

### **MICELLANEOUS BUSINESS**

### **INFORMATIONAL ITEMS**

### **SUN COMMON SOLAR DISCUSSION**

Don Wells explained that the Town Board granted the tax exemption for Solar Farms last year. That tax exemption has been debatable throughout the County. Once the Town granted the exemption the State said that the Town can form a Pilot Program in lieu of taxation. The purpose of the Pilot is to work with the project to come to some agreement about taxes that will work for everyone. He feels that the Board should be consistent with these Pilots. Many of the Town Assessor's tried to push Comida to control this so that there would be consistency but Comida has contended they are going to stay out of it.

Matt Vanderbrook, Director of Development at Sun Common and explained that his company is currently working at three locations in Parma. The project at 753 Manitou Road is a single community solar project that has residential customers signed up that will benefit from the generation of solar power. There is another project at 1682 Hilton Parma Corners Road and one on Burritt Road that they are in discussions with to help guide these projects to their conclusion. He feels that the Pilot programs are very subjective depending on where you are in the State and that these programs are a good solution for the Town and customers to be successful. Supervisor Barton stated that it is the Town's position to

promote green energy. There could be an opportunity to see a working solar farm if any of the Boards were interested.

Don Wells stated that this has been a learning process for all of the Assessors. Any Exemptions or Pilot programs will affect the 2019 tax roll. The Town and County have allowed the exemption but most of the school districts have chosen not to allow the exemption, which is 2/3 of the taxation. That has kept some of these projects out of those school districts.

Mike Adams wanted to know how much rent per acre is paid to people with these on their property and what happens if the solar farm ceases to be used. The typical market is between \$1,000-\$1,500 per acre per year for rent. In the signed lease agreement if the system is not operational than everything would have to be removed and restored back to its original state. Dennis Scibetta stated that there is a decommissioning plan that was approved at the Planning Board.

### **LOCAL LAW ZBA/PB ALTERNATES**

Supervisor Barton reported that we are working with a Town Attorney to draft a local law addressing the Zoning Board and Planning Board alternates. When the Board receives the draft of the local law from the Town Attorney and it is introduced a Public Hearing can be scheduled.

### **2017 PARKS AND RECREATION ANNUAL REPORT**

Tom Venniro presented the Parks and Recreation Annual Report for 2017. The annual report included a Park Update, Information and key numbers regarding programming, the amount of volunteer hours and hours spent in the schools. They highlighted the awards that were received, partners and sponsors, any training and grants received over the last year. There are some testimonials from people and feedback. There is a comparison of the budgets over the last four years, which also includes the VFW and its expenses. Important to note is that the Recreation Department is on average 50% self-sustaining off of program fees while the rest comes from the budget, this year it was 57%. The national average of a community of our size is about 32%.

Councilperson Roose said that Tom has done a tremendous job keeping costs down while providing value to the Town.

Supervisor Barton said he would like to get the cost of maintaining the cemeteries so they can decide if they would like to continue as they currently are or if they would like to bid out this service.

**WARRANT**

**RESOLUTION NO. 76-2018** Motion by Councilperson Keller, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$87,838.04.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**RESOLUTION NO. 77-2018** Motion by Councilperson Comardo, seconded by Councilperson Roose, to approve payment of BOO Part Town Fund bills, in the amount of \$3,298.43.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**RESOLUTION NO. 78-2018** Motion by Councilperson Roose, seconded by Councilperson Judd, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$231,148.15.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**RESOLUTION NO. 79-2018** Motion by Councilperson Judd, seconded by Councilperson Keller, to approve payment of SDO Townwide Drainage Fund bills, in the amount of \$4,500.00.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**RESOLUTION NO. 80-2018** Motion by Councilperson Roose, seconded by Councilperson Keller, to approve payment of TAO Trust and Agency Fund bills, in the amount of \$1,631,601.46. Included in this payment is the payment to the Fire District for taxes collected on their behalf.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

**The total to be paid is \$1,958,386.08.**

**ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 81-2018** Motion by Supervisor Barton, seconded by Councilperson Comardo, to enter into executive session to discuss a legal matter. There will be no further business after the Board comes out of Executive Session.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0

The Board entered into executive session at 7:50 p.m.

**CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 82-2018** Motion by Supervisor Barton, seconded by Councilperson Comardo, to close the executive session at 8:10 p.m. and return to regular session.

Motion carried: Aye 5 (Barton, Comardo, Roose, Keller, Judd) Nay 0



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There was no further business before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 8:12 p.m., seconded by Councilperson Roose and all were in favor.

Respectfully submitted,

Carrie Webster  
Parma Town Clerk