

**Village Board  
Approved Meeting Minutes  
February 6, 2024**

Present: Mayor Lee, Trustees, Fowler, Speer, Zabelny, Trustee Farell  
Village Manager Shari Wilson-Pearce  
Treasurer Maryalice Edwards  
Code Enforcement Officer Mark Mazzucco  
Deputy Clerk Amy Harter  
DPW Superintendent Jeff Pearce  
Asst. Superintendent Chad McManus

Guests: Linda Viney, Ignatino LaDelfa, Patrick Laber, Shaun Louge, Kim Fay

Mayor Lee called the meeting to order at 5 p.m. with the Pledge of Allegiance and a moment of silence. The meeting was held in the Board Room and was available via Zoom.

**Recreation**

Tom Venniro reported that the wi-fi service has been installed in their rooms. This is necessary for their AARP income tax appointments held in the Ingham Room and will be available to the public for their use. This program is full for the season, there are over 400 appointments booked.

Room 204 will be painted the week of February 20<sup>th</sup>, it will be painted in the same colors as Room 203. Tom is using Town of Parma personnel for this work.

Solar Eclipse Meetings: There are two upcoming meetings: February 12<sup>th</sup> at 4 p.m. in the Ingham Room

**Code Enforcement**

Mark Mazzucco reported on the status of the Building Department.

Court Action: There was a postponement in the case pertaining to RV storage on Underwood Avenue until February 8<sup>th</sup>. Mark will update the board as this moves forward.

St. Leo's: The construction process has begun; soil contamination has been discovered and is being addressed by the DEC.

Local Laws: Mark has discovered there is a lack of safety controls within the building code that pertains to fire alarm and sprinkler systems in commercial buildings, and entry doors for multi residential buildings. He has proposed language for these laws that will be sent to the Village attorney for review to become Local Laws. The board is supportive of this action, Mark will continue to move forward with these laws. These will be known as Local Law 1, 2, 3 2024.

Pleasure Lanes: There is an application going in front of the Zoning Board of Appeals February 13<sup>th</sup> to utilize 144 South Avenue as self-storage. The board discussed the application and expects additional information will be provided by the applicant at the meeting. There appears to be a lot of interest on social media on this topic from the community. The meeting will be held in the Ingham Room in anticipation of a large turnout.

### **Treasurer**

Maryalice Edwards explained she is beginning the budget process along with the Management team.

Agreed Upon Procedures: This audit was conducted by Mengel, Metzger, Barr & Co. LP for the 2022-2023 fiscal year. Trustee Speer remarked this was an excellent report and thanked Maryalice for her efforts.

### **DPW Superintendent**

**Resolution** to authorize the Superintendent to hire Greg Brothers and Karen Weissenberger as needed for snow plowing in emergency situations. The hourly pay rates are the same as last year. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

**Resolution** to authorize three DPW employees to attend bucket truck training on February 28<sup>th</sup> at a cost of \$375. This certifies each employee for five years. Motion made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

Historical Marker: The event recognizing the Main Street fire in 1965 has been rescheduled for Saturday, March 23<sup>rd</sup> at 10 a.m. at 14 Main Street. The post for the sign has been installed by the DPW.

Sewer improvements: Jeff met with Joe Sciortino, Mayor Lee, Dave Willard from MRB Group and Shari to discuss the improvements of sewers along South Avenue, south of Unionville Station. Mr. Sciortino plans to develop the property, which is in the Town of Parma, but is proposing to connect to the Village's sewer. In 2009 the DPW Superintendent provided a written recommendation. This will likely be an on-going discussion.

### **Manager's report**

South Avenue Water Main: There were eight bids opened for this project. The lowest bidder was Rochester Earth Inc for \$162,045.00. This company is known to MRB Group to be an excellent contractor.

**Resolution** to accept the bid of \$162,045.00 from Rochester Earth, Inc. for the repairs of the Salmon Creek Watermain Crossing project. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Monies to be taken from the ARPA funds. Carried 5-0.

ARPA Funds: Shari Pearce reported we have a balance of \$420,171. She recommends to use \$158,126 for the boilers in the Community Center and dedicate \$100,000 to purchase automated water meters.

**Resolution** to authorize the Village Manager to dedicate \$158,126 to the boiler project in the Hilton Community Center, and \$100,000 to the purchase of automated water meters. These are funds through ARPA. Motion to approve made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

Rent increase: Hilton Parma Recreation currently has three-year intermunicipal agreement that includes their rent in the Community Center. The board discussed increasing their rent by 2%. The term runs from January through December.

**Resolution** to increase the Community Center rent by 2% to the Town of Parma to reflect the 2024 year.

Joint Meeting: A joint meeting will be held on Tuesday, May 7<sup>th</sup> at 7:00 p.m. at the Parma Town Hall. The Village Board will likely complete their business by 6:30 p.m.

**Resolution** to schedule and hold a special joint meeting with the Town of Parma on May 7<sup>th</sup> at 7:00 p.m. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried 5-0.

Tobacco Free Parks: The board discussed the option of eliminating the use of tobacco including vaping within the Village parks. The Community Center has been tobacco free for the last 10 years. The board agreed to not change the current park rules.

**Resolution** to authorize the use of Village streets for the Hilton Fire Department Kiddie Parade on Wednesday, July 10, 2024 at 6:00 p.m. and the Grand Parade on Thursday, July 11, 2024 at 7:00 p.m. This includes the use of 135 South Avenue and the use of the light tower. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 5-0.

**Public Hearing**

Mayor Lee opened the public hearing at 6:00 p.m. to consider the following:

**Public Forum**

Mayor Lee read the Public Forum procedures and opened the meeting to the public at 6:14 p.m. There were no items brought forward by the public for discussion. Mayor Lee closed the forum promptly.

**Minutes**

**Resolution** to approve minutes of January 2, 2024 as amended. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 5-0.

**Vouchers**

**Resolution** to approve the February vouchers for payment with the following additions: Blair Supply \$1,385.34, Terry Hullett \$275.00, Jackson Welding \$17.82, Joe Johnson Equipment \$593.52, Kangaroo Wraps \$300.00, County of Monroe \$11,572.61, Parmenter \$744.36, Power & Construction Group \$2,211.00, Red Wing Shoes \$190.00, Schaeffers’s \$546.24, Thruway Springs \$2,321.84

Prepaid	\$6,316.88
TA	\$26,288.31
General	\$128,930.17
Water	\$39,462.62
Sewer	<u>\$52,595.80</u>
Total	\$253,593.78

**Discussion**

Citizen of the Year: The board reviewed the nominations and the selection for the award was made.

**Resolution** to select Steve Elliott as the 2024 Citizen of the Year. Motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0. The award will be presented at the Association of Monroe County Mayors annual dinner meeting in April.

**Adjournment**

Motion to adjourn at 6:30 p.m. made by Trustee Fowler, seconded by Trustee Zabelny. Motion carried 5-0.

**Executive Session**

Motion to enter into Executive Session at 6:31 pm made by Trustee Fowler, seconded by Trustee Speer to discuss the medical leave of an employee.

Motion to exit Executive Session at 7:15 p.m. made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Respectfully submitted,

Amy Harter  
Deputy Clerk