

Village Board
Approved Meeting Minutes
June 24, 2025

Present: Mayor Lee, Trustees, Fowler, Speer, Farrell, Zabelny
Village Manager Shari Wilson-Pearce
Deputy Clerk Amy Harter
DPW Superintendent Jeff Pearce
Deputy Fire Marshal, Ron Bragg

Guests: Debbie Hebing, Mike Sengillo

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

Code Enforcement

Building Department: The Village Manager recommends hiring Mark Mazzucco as needed to assist in the Building Department. Mark recently retired from the Village and is willing to work remotely to review building plans. Currently the Code Enforcement Officer works 25 hours per week. There are some potential projects that could be time-consuming for the department.

Resolution to hire Mark Mazzucco as needed to review plans remotely for the Building Department at a rate of \$30.00 per hour. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

Assistant Code Enforcement Officer: The Village Manager recommends hiring an additional part-time Code Enforcement Officer. With the retirement of Mark Mazzucco, it is necessary to have additional coverage in the department. The applicant comes highly recommended with excellent references.

Resolution to hire Jeff Champion for 15-20 hours per week as an Assistant Code Enforcement Officer at a rate of \$25.00 per hour. Motion made by Trustee Farrell, seconded by Trustee Zabelny. Carried 5-0.

Resolution to authorize the Village Manager/Clerk to bind the Village Liability insurance with NYMIR for 2025-2026 year for a total cost of \$95,566.48. Mayor Lee made the motion, seconded by Trustee Speer. Carried 5-0.

Resolution to go out to bid for the construction of a pole barn for the Department of Public Works. The bid date for proposals will be July 22, 2025 at 10 a.m. Motion made by Mayor Lee, seconded by Trustee Speer. Carried 5-0.

Resolution to authorize the Mayor to sign an Intermunicipal Agreement for the Greece Special Police to aid in traffic control for the Hilton-Parma Fire Department's Carnival in July. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried 5-0.

The board discussed the direction of the Parma Special Police. At the present time, the department has no plans to attend the Fire Department Carnival, Summer Smash or the Wheels on Main Street car show. The Village supports the Special Police as traffic control only.

165 Collamer Rd: The board asked that the manager to obtain a second quote for engineering of the land for storm water before approving the contract.

Resolution to hire Municipal Consultant and Grant Writing Company at a cost of \$4,500 to write a grant for the Village for the NYS Brick Funding Opportunity for renovations to the Hilton Community Center. Motion made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

There being no further business, a motion to adjourn at 5:45 p.m. was made by Trustee Speer, seconded by Trustee Farrell. Carried 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk