

Hamlin Town Board Meeting
August 14, 2017

The Hamlin Town Board held their regular scheduled meeting in the Hamlin Town Hall located at 1658 Lake Road, Hamlin, New York. The meeting was called to order at a few minutes past 7 pm by Supervisor Peters. The locations of the fire exits and defibrillator were explained for those present. Everyone was invited to participate in the Pledge of Allegiance and a moment of silence for the deceased residents of Hamlin. Invocation by Deacon Gary Parrett.

Present: Councilperson Jason Baxter, Councilperson Jennifer Voelkl, Councilperson Martin Maier, Councilperson Dave Rose and Supervisor Eric Peters.

Also present: Highway Superintendent Steve Baase, Building Inspector Code Enforcement Officer Cheryl Pacelli, Deputy Town Clerk and Senior Consultant Michelle Johnson, Recreation Director Anke Applebaum, Historian and Conversation Board Chairman Dave Walch, Librarian Kay Highes-Dennett, Assessor Dan Stanford, Lawyer Ken Licht, Ambulance Director Rick Wright and Deacon Gary Parrett.

Residents: Shawn Baxter, Dottie Butcher, Cindy Lutwiller, Deb and Courtney Shores.

PUBLIC FORUM

Debra Shores asked if the Town was going to be approving the Assessment Relief Act and if the board knew if any of the schools in our Town would be approving it. Supervisor Peters answered that it is on our agenda tonight to approve it in our Town, however he has no knowledge if any of the School Districts will be approving it. The Town and Schools are their own entities to make the decision to approve or not and one does not have to approve if the other one does and vice versa.

With no one else wishing to address the board, Supervisor Peters subsequently closed the forum.

APPROVAL OF TOWN BOARD MINUTES

Resolution #158 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl requesting Town Board approval of the Town Board meeting minutes of July 10, 2017.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye, and Supervisor Peters aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #159 Motion was made by Councilperson Baxter, seconded by Councilpersons Rose and Voelkl requesting the Town Board approval of the authorization of payment of bills from their respective funds.

<u>MONTHLY TOTALS</u>	TOWN OF HAMLIN	<u>Abstract: 8</u>	
<u>ACCOUNT</u>	<u>VOUCHER#</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>
General	2017-0873 to 2017-0876	1351.85	

	2017-0886 to 2017-0889	3240.03		
	2017-0901 to 2017-0902	359.99		
	2017-0903 to 2017-0904	433.07		
	2017-0955 to 2017-1034	43774.00		
Account Total			\$	49,158.94
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Library	2017-0877 to 2017-0880	866.35		
	2017-0890	595.92		
	2017-0895 to 2017-0896	172.44		
	2017-0940 to 2017-0954	3939.85		
Account Total			\$	5,574.56
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Highway	2017-0912 to 2017-0939	210594.04		
Account Total			\$	210,594.04
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Sewer	2017-0891 to 2017-0892	105.94		
	2017-0907 to 2017-0911	60434.10		
Account Total			\$	60,540.04
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Light	2017-0893	1318.58		
Account Total			\$	1,318.58
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Employees Trust	2017-0881 to 2017-0882	304.76		
	2017-0884	1579.95		
	2017-0894	149.00		
	2017-0898 to 2017-0899	26580.01		
	2017-0900	1606.60		
	2017-0905	250.76		
Account Total			\$	30,471.08
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Paychex	2017-0883	110.94		
	2017-0897	91.08		
	2017-0906	89.65		
Account Total			\$	291.67
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Visa Charges	Betlem Heating/Cooling	313.00		
	HR Works	75.00		
	GRAR	35.00		
	Apple (I Tunes)	39.97		
	Facebook	238.71		
	Instagram	78.38		
	MusicPeopleInc.com	9.50		
	Walmart	509.33		
	Lockport Caves	253.00		
	Brockport Bowl	256.00		

	Greece Ridge	27.00		
	Tops	3.09		
	Hamlin Post Office	7.71		
Account Total			\$	1,845.69
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GRAND TOTAL:			\$	359,794.60

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye, and Supervisor Peters aye. Motion carried.

SUPERVISOR'S MONTHLY REPORT HAS BEEN ACKNOWLEDGED AND FILED

CORRESPONDENCE

- a. Happy Summer Mummu! More Data, Functionality and Exploring!
- b. 5 & 15 Flint Street Site- Public Comment Period Extended on Proposed Cleanup
- c. Charter Communications –7/20, 7/28, 8/4
- d. NWS Buffalo Weekly Briefing – 7/12, 7/19, 8/2, 8/9
- e. RGE- west Station Site (Rochester) Public Comment Invited on Proposed Cleanup Plan
- f. Cancellation Notice – July 2017 Meeting of the Monroe County Parks Advisory Committee
- g. LED Street Lights To Be Focus of Plattsburgh Workshop
- h. C Zone Weekly News Report -7/13, 7/27, 7/30, 8/9
- i. 1777 East Henrietta Road Site – Public Comment Invited on Draft Investigation and Remedial Measures Work Plans
- j. July Fire Marshal Report
- k. National Weather Service – Severe Storms Possible
- l. Leveler – Issue 83
- m. Correction to Issue 83 of the Leveler
- n. Carlson Park Site – Public Comment Invited on Brownfield Application
- o. Fishery Advisory Board – 8/14
- p. HVA Minutes – 8/7
- q. Lane Closures on Lake Ontario State Parkway in Hamlin and Parma through September

BUDGET TRANSFER FOR SIGN ACCOUNT

Resolution #160 Motion was made by Councilperson Maier, second by Councilperson Voelkl to Make the following budget transfer:

From Account 7150.44 – Cable Special Projects to Account 3310.20 Signs in the amount of \$2,000.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

WITHDRAWAL FROM CRAIG A. GOODRICH DOG SHELTER DONATION ACCOUNT

Resolution #161 Motion was made by Councilperson Baxter, second by Councilperson Rose to Authorize a \$600 withdrawal from the Craig A Goodrich Dog Shelter Donation account for Materials and Labor to Re-paint the floors of the Shelter with special paint per request from Ag & Markets.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

MAKE ACCOUNT INCREASES FOR REPLACEMENT OF SANITARY SEWER PUMPING

Resolution #162 Motion was made by Councilperson Rose, seconded by Councilperson Maier, to pursuant to Town Board Resolution #118 to make the following increases:

SS.0599.00 - \$29,982.00 – Appropriated Fund Balance

SS.8120.20 - \$29,982.00 – Expense Account.

For replacement of Sanitary Sewer Pumping Station on Curtisdale Lane.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

AUTHORIZE THE JUSTICE COURT TO APPLY FOR A JCAP GRANT

Resolution #163 Motion was made by Councilperson Maier, seconded by Councilperson Voelkl, to authorize the Justice Court to Apply for a JCAP (Justice Court Assistance Program) Grant.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

ADOPT LOCAL LAW NO. 5 AMENDING PROVISIONS TO REGULATING STORAGE OF UNLICENSED TRAILERS IN THE TOWN OF HAMLIN

Resolution #164 Motion was made by Councilperson Rose, seconded by Councilperson Maier to adopt Local Law No. 5 amending provisions to regulating the Storage of Unlicensed Trailers in the Town of Hamlin.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

ADOPT THE LAKE ONTARIO AND CONNECTED WATERWAYS ASSESSMENT RELIEF ACT AS AN “ELIGIBLE MUNICIPALITY” AND A “PARTICIPATING MUNICIPALITY”

Resolution #165 Motion was made by Councilperson Baxter, seconded by Councilperson Rose to make the following resolution:

WHEREAS, the Lake Ontario and Connected Waterways Assessment Relief Act which became law on July 10, 2017 (Chapter 85 of the Laws of 2017), allows eligible municipalities to provide tax relief to property owners for damage to property improvements caused by damage by flooding that occurred beginning April 1, 2017 and ending July 1, 2017, and

WHEREAS, the Town of Hamlin is an eligible municipality pursuant to the terms of Subdivision 2 of section 2 of Part B of said act,

BE IT RESOLVED that the Town of Hamlin hereby elects to provide assessment relief for real property impacted by flooding as provided in paragraphs (a), (b), (c) and (d) of Subdivision 1 of section 4 of Part B of said act.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

RE-APPOINT REBECCA BESSELL TO THE BOARD OF ASSESSMENT REVIEW

Resolution #166 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter, to re-appoint Rebecca Bessell to the Town of Hamlin Board of Assessment Review for a term of 5 years ending September 30, 2022.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

ACKNOWLEDGE RECEIPT OF THE ANNUAL AUDIT AND REPORT

Resolution #167 Motion was made by Councilperson Rose, seconded by Councilpersons Voelkl and Maier to acknowledge the receipt of the Annual Audit and Report from Freed Maxick of the Town of Hamlin Financials.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

RELEASE LETTER OF CREDIT FOR SECTION 2 OF HAMLIN MEADOWS SUBDIVISION

Resolution #168 Motion was made by Councilperson Maier, seconded by Supervisor Peters, to release \$29,498.00 from the letter of Credit for Section 2 of the Hamlin Meadows Subdivision.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

Superintendent Baase agreed with what the Engineers submitted to get the release for.

RELEASE LETTER OF CREDIT FOR SECTION 3 OF HAMLIN MEADOWS SUBDIVISION

Resolution #169 Motion was made by Councilperson Maier, seconded by Councilperson Rose to release \$175,697.00 from the letter of Credit for Section 3 of the Hamlin Meadows Subdivision.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

Superintendent Baase agreed with what the Engineers submitted to get the release for.

TOWN PERMITS TO COINCIDE WITH DEC PERMIT EXPIRATION

Resolution #170 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl for all Town Permits (building, CEHA, and CDP) for the Lakeshore that have DEC Permit expiration dates of 12/31/2018 and 12/31/2019 to coincide with the DEC permit expiration.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

BUILDING INSPECTOR AUTHORIZATION TO ISSUE CEHA AND CDP PERMITS

Resolution #171 Motion was made by Councilperson Rose, seconded by Councilperson Baxter to give the Building Inspector Authorization to issue the CEHA and CDP permits to coincide with the Town of Hamlin Building permits for a period of 90 days to expire November 24, 2017.

Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion carried.

REPORTS

Councilperson Baxter reported on the following:

- Dog Control – There was an adoption last week and they were able to adopt out all the dogs so they can get the work done with the painting that Ag and Markets recommended.
- Ambulance - Before COVA the response rate was low and with COVA it has increased to 75%. He gave kudos to the Hamlin Ambulance. The Emergency Exit stairs finally were fixed yesterday. They may have COVA do more hours than what they are doing now. Right now there is a 38% payback and hope to tell better after a year of data to look at.
- Hilton Parma Fire District – To compare to other Ambulance they have 77% coverage, so we are now right in the same area as other districts. Their carnival went well with no issues.

Councilperson Voelkl reported on the following:

- Zoning –There was two agenda items on Benedict Beach for a dock unrelated to lake issues and for a patio. Both were approved. There will be a Public Hearing next month for a detached garage on Wiler Road.
- United Shoreline Meeting – They have held several meetings and the last one was at the Hilton High School and Senator Robach and Cheryl Dinolfo were in attendance. There was a history of IJC given. The biggest take home is that everyone should be filling out their permits and getting them in even if they still need information that can be submitted later, just get them submitted. The next one will be in Irondequoit. Councilperson Baxter attended the last one in Lyndonville and they said that they are extremely busy working on the permits and dealing with the most dangerous first.

Councilperson Rose reported on the following:

- Library – Kay has been putting a lot of work into the Strategic plan before it goes to press.
- Planning – There was a combination of 2 lots on Hamlin Center Road.
- Seniors – Town Officials to help with the food for their picnic on August 22.

Councilperson Maier reported on the following:

- Planning – The owner for the lot combination did not show up to the meeting.
- Conservation – There were 8 referrals. LWRP group will be coming out before the next meeting to go over the findings and make sure everything is up to date.
- Hamlin Morton Walker Fire District – 551 Calls year to date. Tanker is in service. New pumper is planned to be ready for the Hamlin Parade.

Deputy Town Clerk and Senior Consultant Michelle Johnson reported on the following:

- Hunting Licenses have started this month.
- Don't forget the Picnic with the seniors on August 22. Should be around 120 people.

Highway Superintendent Steven Baase reported on the following:

- Working on County Projects
- Oil and stoning of roads will begin this week.
- Mill and paving of the housing tracts will be started along with ditching and driveway culverts.
- Parks Department has been doing a lot of mowing with the grass growing so well.
- New sewer pumps are working well.
- He was able to get the tractor that was approved on NYS bid for \$700 cheaper than original quote.
- He is going to look into the Yellow Jacket Racing that comes through town as they have no regard for the residents driving through the town so it makes for a dangerous situation.
- He would like to know how to proceed with the Town truck since there is several different departments that use the truck but he is the only one paying for the gas. Each Department will have to put their mileage in a log book in the truck so that we can see where the gas is being used and will possibly need to start charging different departments for the gas used rather than just hitting one department for all the gas use.
- Huntington Park – he has been looking into the pricing of the swing sets. He needs to get ditching and black top done and he has repainted the cross walks.

Building Inspector, Cheryl Pacelli reported the following:

65 permits issued from 7/10/17 – 8/14/17

Permit cost received: \$3,906.20

Permit valuation: \$690,237.53

17 permits have been closed. 324 Phone calls into the office

Sent out 25 violation notices for various code violations and complaints. The majority were for junk vehicles. Others for lawn maintenance and junk in residential yards.

The office continues to assist residents of the lakeshore with the permitting process for the DEC and the Town for Coastal Erosion Protection Reconstruction and possible funding.

Fire Marshal Ron Bragg was not present but sent a report on the following:

Fire Marshal Actives July 3, 2017 – August 2, 2017

Personal visits in or out of office.	1
Phone calls	13
Approved Permits	1
Fire Inspections	1
Residential Fire Inspections	0
Follow up fire inspections	5

Scheduled Fire Inspections	2
Residential complaints	0
Fire Dept Request /responding	0
Fire Dept Requested by FM	0
Town monthly 37 Fire Extinguisher Inspections	
Filing/Comp data entry	
mailings / E-mails	12

Total 33.0 hrs 349.5 hrs YTD 44.5 miles 710.2 miles YTD

Recreation Director Anke Applebaum reported on the following:

- Movie night got cancelled several times so she was only able to get 2 movies actually to happen due to weather. They are extending the rights of the movie so that she can either do it with another event in the fall or do them next year instead.
- Many games were cancelled due to the rain this year, so it was quite a disappointment.
- Hamlin, Kendall and Sweden are all having issues with the voucher system of getting the refs paid, so they are not showing up to all the games since they don't get paid immediately like they do in other towns due to the fact that other towns are clubs not being paid through the Town voucher system. She is looking at different ways to go forward to eliminate this issue.
- She is looking into the details of holding a soccer tournament but in the meantime would like to try and hold an open soccer day as they get all the details needed to be able to do an actual tournament here.
- She is trying to make Scream Fest as a town event with partnering up with the same day as the Harvest Fest.
- She is still looking into how to better vent the lodge and avoid the air closing the bathroom doors making them seem like they are locked when they are not. They are being held open with cones at this time.

Librarian Kay Hughes-Dennett reported on the following:

- There is one more summer reading program left. Susan has done a great job with the programs
- There was an anonymous donation made for \$1,000.
- There was \$10,000 given by Joe Robach to be used on programming and Technology.
- She wanted to pass on the message that several lake front people have been coming into the library and they are saying how much help Cheryl has been to them, so kudos to Cheryl.
- Story hour starts back up in September
- Carl Rath will be looking at the electric issues they are having.

Assessor Dan Stanford reported on the following:

- Final Assessment Roll is done.
- Exemptions have been mailed out to coordinate with School taxes coming out.
- The State Officials are working on moving Ag renewals from 1 to 5 years, however the flooding and solar issues took priority on what they were working on.
- Thank you to Hamlin Highway Department for all their hard work during those times.
- Grievance Procedure is for Improvements only, if improvement is not on Tax Roll then you can not get relief for it. It is also based on a percentage – 50% has to be compromised to get grant relief. The burden is on the tax payer for the documentation. He will look at estimates and ones that he has been given by neighbors. He will mail his determination and they if they want to grieve they will sign up to go in front of the Board of Assessment Review.

Historian and Conservation Board Chairman Dave Walch reported on the following:

- Conservation – going along good and following up on the survey from last Fall.
- Grant money for the History books was received.
- An article was put in the Hamlin Express.
- He applied for a grant on the building and is waiting for response.
- He is open by appointment only, but may try doing Saturday Open Houses in the future.

Ambulance Director Rick Wright reported on the following:

- The calls are up 8 – 9 % over last year.
- It will be at least a year to figure out the financial benefits of having COVA working with them now. They will probably be adding Friday and Saturday additional hours in the future also.

Supervisor Eric Peters

- He received an invitation for a Fundraiser in Brockport on Farm to Table.
- Information meeting on Water District for Redman Road went well and was a 50/50 split for the interest so they will go forward with it.
- JP emailed an estimate for a Lake Shore sewer district and it was well above the Controller's threshold that they will allow. He would like to have an informational meeting set up to give the information to the Lake Front residents. If they wanted to go forward the State would not participate.
- He attended the Supervisors Luncheon and there are some neighboring towns that have supervisors not running again for office.
- Workshop for budgets will be set up and healthcare's initial estimate is only an 8% increase.

Councilperson Voelkl asked about the walls being taken care of. It was stated that the original quote has expired since the individual has not done the work, so a new quote was received and he has been starting some of the work towards it.

Councilperson Maier commented that there is some additional work that may need to be added to be done in the Ladies Bathroom as the wall is busting out from under the window.

Recreation Director Applebaum wanted to inform the board that she believes there are birds getting into the back storage in the gym and are unable to get back out so they are dying in there. The board asked her to ask the janitor to go in to the storage area and see where they are getting in and to take care of the problem.

Councilperson Voelkl asked about some missing flags on Lake Road. Superintendent Baase indicated that the VFW has always provided the flags and poles but they did not have the funds to replace the missing ones this year, so maybe next year we can look into replacing them as a Town.

ADJOURNMENT

A motion was made by Councilperson Voelkl, seconded by Councilperson Maier to Adjourn the meeting at 8:23 pm as all business had been concluded.

Polled votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

Respectfully submitted,

Michelle D. Johnson
Hamlin Town Deputy Clerk