

**Hamlin Town Board Meeting  
December 10, 2012**

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 7 pm by Supervisor Breslawski. The location 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.

Present: Councilperson Martin Maier, Councilperson David Rose, and Supervisor Thomas Breslawski  
Excused: Councilperson Jason Baxter and Councilperson Craig Goodrich  
Also present: Attorney Ken Licht; Highway Superintendent Steve Baase; Building Inspector Chad Fabry; Conservation Board Member Ed Evans; Recreation Director Patty Jo Groenendaal; and Town Historian Bob Kruger. Residents: Corey Baxter, Walter Fisher, Joey Hofschneider, Karen Hofschneider, Cindy Lutwiller, Eric Peters, Sandra Smith, and Kellie Unger

**RESOLUTION OF APPRECIATION FOR JOSEPH MANDEL III**

**RESOLUTION OF APPRECIATION**

**Resolution # 320** Unanimously approved.

WHEREAS, Joseph Mandel III served as a Hamlin Recreation Commissioner for over six years, appointed on April 10, 2006 and resigning on November 19, 2012, and,

WHEREAS, Joseph Mandel III served as Vice President and later as President of the Recreation Commission, and,

WHEREAS, Joseph Mandel III volunteered his time, knowledge and experience as a baseball and soccer coach for Hamlin Recreation, and,

WHEREAS, Joseph Mandel III, during his tenure, worked to better all Hamlin Recreation programs, including creating a long term plan to improve baseball field number two on a yearly basis, thus leaving a long term positive impact on the Hamlin Town Park.

THEREFORE BE IT RESOLVED, that the Hamlin Town Board, on behalf of the residents of Hamlin, extends its appreciation to Joseph Mandel III for his conscientious performance and dedicated service, and,

FURTHER BE IT RESOLVED, that Joseph Mandel III be furnished a copy of this Resolution, which is spread upon the minutes of the December 10, 2012, Town Board meeting.

**PUBLIC FORUM**

Supervisor Breslawski reminded those present of the rules of Public Forum and opened the Public Forum. No one wished to speak.

The Public Forum was closed.

**APPROVAL OF REGULAR TOWN BOARD MEETING MINUTES OF NOVEMBER 13, 2012**

**Resolution # 321** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board approval of the regular Town Board Meeting minutes of November 13, 2012.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVAL OF PUBLIC HEARING MEETING MINUTES OF NOVEMBER 13, 2012**

**Resolution # 322** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board approval of the Public Hearing Meeting minutes of November 13, 2012.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**AUTHORIZATION OF PAYMENT OF BILLS FROM THEIR RESPECTIVE FUNDS**

**Resolution # 323** Motion was made by Supervisor Breslawski, seconded by Councilperson Rose, requesting Town Board approval for the authorization of payment of bills from their respective funds.

<b>MONTHLY TOTALS</b>			<b>ABSTRACT</b>	<b>12</b>	
<u>ACCOUNTS</u>	<u>VOUCHER#</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>		
General	10710-10711	250.83			
	10715	236.34			
	10717	123.81			
	10718	4647.50			
	10721-10722	752.91			
	10728-10730	2930.54			
	10769-10821	121637.32			
	<b>Account Total</b>			<b>\$ 130,579.25</b>	
	<hr/>				
	Library	10723	80.14		
10731		424.07			
10739-10749		12987.55			
<b>Account Total</b>				<b>\$ 13,491.76</b>	
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Highway	10725	43.40			
	10750-10768	106712.55			
	<b>Account Total</b>			<b>\$ 106,755.95</b>	
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Sewer	10724	52.67			
	10732	179.52			
	10735-10738	1456.46			
	<b>Account Total</b>			<b>\$ 1,688.65</b>	

Light	10733	1038.18		
<b>Account Total</b>			<b>\$</b>	<b>1,038.18</b>
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Employees Trust				
	10712-			
	10714	1955.26		
	10719	149.41		
	10720	22469.55		
	10726	1807.81		
<b>Account Total</b>			<b>\$</b>	<b>26,382.03</b>
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Huntington Park	10734	224.00		
<b>Account Total</b>			<b>\$</b>	<b>224.00</b>
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<b>GRAND TOTAL:</b>			<b>\$</b>	<b>280,159.82</b>

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

### **AUTHORIZATION OF TRANSFERS**

**Resolution # 324** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board approval for the authorization of transfers as follows:

<u>From Account</u>	<u>To Account</u>	<u>Amount</u>
A.3510.10 – Dog Control Salary	A.3510.40 Dog Control Cont.	\$ 165.44
A.3620.10 – Building Insp. Salary	A.3620.12 Clerk Salary	\$ 228.02
A.3620.10 – Building Insp. Salary	A.3620.40 Building Insp. Cont.	\$ 2,928.84
A.2000.40 – Town Hall Fuel	A.2002.40 Town Hall Water	\$ 4.77
A.1990.40 – Contingency Account	A.1450.10 Election Insp. Salary	\$ 1,039.00
A.1990.40 – Contingency Account	A.1950.40 Taxes	\$ 180.89
A.7140.1 – Play & Rec. Salary	A.7310.1 Youth Salary	\$ 32.84

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

Supervisor's Monthly report acknowledged and filed.

### **CORRESPONDENCE:**

- Letter from Robert A. Traver, Acting Regional Director, NYS DOT, November 2, 2012, re: Route 260 and Brick Schoolhouse Road intersection
- Letter from Robert A. Traver, Acting Regional Director, NYS DOT, November 5, 2012, re: Routes 260 and 19 in Hamlin
- FAX from Senator Robach, re: letter from Robert A. Traver, Acting Regional Director, NYS DOT, intersection of Route 260 and Brick Schoolhouse Road
- Comptroller Thomas P. DiNapoli's Weekly News, November 5 - 11, 2012
- Governor Cuomo: Thanking Our Veterans
- News You Share: TWC Supplier Diversity Webinar Series
- REMINDER: November 2012 PAC Meeting
- Census Bureau Releases 2011 New Supplemental Poverty Measure Research Findings
- Memo from Hamlin Justice Court, re: changing arraignment night

- j. Monroe County Dep't of Finance: Sales Tax Distribution for 3<sup>rd</sup> quarter
- k. OSC Bulletin - New "Piggybacking" Law
- l. NYS Dep't of Public Service, re: Winter Outreach and Education Campaign
- m. Letter from Linda Rabjohn, re: re-appointment to Ethics Board
- n. Letter from Ken Licht, re: re-appointment to Attorney & Support Board Attorney
- o. Letter from Town of Parma, re: SEQR review of changes to Parma Town Code
- p. Letter from Joe Mandel III, re: resignation from Recreation Commission
- q. Governor Cuomo: Thanksgiving Message to New Yorkers
- r. Comptroller Thomas P. DiNapoli's Weekly News, November 19 - 25, 2012
- s. BROOKS ANNOUNCES HIGHLAND PARK'S LAMBERTON CONSERVATORY TO RE-OPEN WITH ANNUAL HOLIDAY SHOW
- t. Dog Control Call Log 11/1/12-11/29/12
- u. Building Department Report November 2012
- v. Now Open: Lambertton Conservatory Annual Holiday Show!
- w. Comptroller Thomas P. DiNapoli's Weekly News, Nov. 26 – Dec. 2, 2012
- x. Monroe County EV Charging Funding Opportunity- Due this month
- y. News You Share: In case you missed it...

#### **APPROVE AMENDMENT TO AGREEMENT WITH ESL FEDERAL CREDIT UNION**

**Resolution # 325** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to approve and authorize the Supervisor to execute the Amendment No. 2 to Agreement between the Town of Hamlin and ESL Federal Credit Union.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

#### **APPROVAL TO ADVERTISE FOR BID FOR ANNUAL CONTRACT FOR EMERGENCY BOARD UP SERVICES**

**Resolution # 326** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to advertise for bid the annual contract for emergency board up services, with all bids due in to the Town Clerk's office by 11:00 AM on Friday, December 28, 2012, and to be opened at that time.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

#### **ACKNOWLEDGE 2013 HOLIDAY SCHEDULE FOR TOWN OF HAMLIN**

**Resolution # 327** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to acknowledge the 2013 Holiday Schedule for the Town of Hamlin.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

#### **ANNUAL TOWN OF HAMLIN ORGANIZATIONAL MEETING SCHEDULED FOR 1/2/13**

**Resolution # 328** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to set the date of the annual Town of Hamlin Organizational Meeting at 6 PM, Wednesday, January 2, 2013 in the Hamlin Town Board Chambers.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**ACKNOWLEDGE RESIGNATION OF JOE MANDEL III FROM RECREATION COMMISSION**

**Resolution # 329** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to acknowledge the resignation of Joe Mandel III from the Recreation Commission.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**ALL APPOINTED POSITIONS EXTENDED UNTIL 1/1/13 ORGANIZATIONAL MEETING**

**Resolution # 330** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to extend the term of all appointed positions until the Organizational Meeting to be held on January 2, 2013.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**L.L. AMENDING §520-32 OF ZONING LAW TO BE A SEQR TYPE 2 UNLISTED ACTION**

**Resolution # 331** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to declare a local law Amending Section 520-32 of The Zoning Law of The Town of Hamlin To Permit Neighborhood Produce Stands In All Zoning Districts a Type 2 Unlisted Action for the purposes of SEQR.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVE LOCAL LAW AMENDING §520-32 OF ZONING LAW**

**Resolution # 332** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to approve a local law Amending Section 520-32 of The Zoning Law of The Town of Hamlin To Permit Neighborhood Produce Stands In All Zoning Districts.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVAL TO PURCHASE BASE STATION/REPEATER FOR NARROW BAND RADIOS**

**Resolution # 333** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to look into purchasing a base station/repeater for narrow band radios.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**RETAINER AGREEMENT WITH CHAD FABRY FOR FIRE MARSHAL SERVICES**

**Resolution # 334** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to approve and authorize the Supervisor to execute the Retainer Agreement for Fire Marshal Services between the Town of Hamlin and Chad Fabry.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVE INTERMUNICIPAL AGREEMENT FOR BUILDING INSP/CODE ENFORCEMENT**

**Resolution # 335** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to approve and authorize the Supervisor to execute the Intermunicipal Agreement between the Town of Clarkson and the Town of Hamlin regarding Building Inspector and Code Enforcement Services.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVAL TO SET BUILDING DEPARTMENT OFFICE HOURS**

**Resolution # 336** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to set the Building Department Office hours at the following:

- Monday 8 am – 7 pm
- Tuesday 8 am – 4 pm
- Wednesday 8 am – 4 pm and 7 am to 8 am by appointment
- Thursday 8 am – 4 pm
- Friday Closed
- Lunch time between 1:30 – 2 pm with the office closed

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**LAKESHORE LUXURIES & HARDWARE QUOTE ACCEPTED FOR SNOW BLOWER**

**Quotes:**

Lakeland Equipment Corp.	Ariens Platinum 30	Quote Price: \$1,610.20
Lakeshore Luxuries & Hardware	Husqvarna Snow Blower	Quote Price: \$1,679.91
Wehner Mower, Inc.	Ariens Platinum 30	Quote Price: \$1,701.15

**Resolution # 337** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to accept the quote from Lakeshore Luxuries & Hardware for the Husqvarna snow blower at a cost of \$1,679.91, taking into consideration future service costs, transportation costs when going out to service and ease of accessibility to the service location which is across the road from the Town Hall.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVAL TO TRANSFER \$9,149 FROM RETIREMENT RESERVE ACCT TO TRUST ACCT**

**Resolution # 338** Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to transfer \$9,149.00 from the Retirement Reserve Account to the Trust Account to pay for the retirement annual payment.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**APPROVE AMENDMENT TO OPTION & GROUND LEASE AGREEMENT**

**Resolution # 339** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to approve and authorize the Supervisor to execute Amendment #3 to Option and Ground Lease Agreement B0019-NY-003201/Hamlin.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

**DISCUSSION:**

1. **Brick Schoolhouse Water** – We have the figures from JP on the Brick Schoolhouse water. As expected quite a bit higher, the New York State threshold is \$696 and this is a little more than 3 times that. This is for an 8” line. There is a pretty good likelihood that the County would want to see a 12” main on that stretch. There was a time in the past where the County has paid for the upgrades. We don’t know what their feeling would be on this. Just looking at it from a perspective of an 8” main, it looks pretty cost prohibitive. It was decided that the Supervisor will send a letter to the residents in the Brick Schoolhouse area to let them know where everything stands regarding cost, grants, etc.
2. **Hamlin Express** – After speaking with all the departments, it was decided to send out the Hamlin Express mid-April, mid-August and mid-December.

**HAMLIN EXPRESS DELIVERY DATES SET**

**Resolution # 340** Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to set the delivery dates for the Hamlin Express for mid-April, mid-August and mid-December.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

3. **WEBQA vs. BAS** – We held a webinar on November 15<sup>th</sup>, which some board members attended and got a demonstration of the WEBQA service. BAS will be sending representatives to meet with Chad and Tom on Wednesday.
4. **Town Hall Monday Night** – I have been asking select departments to consider remaining open after 4 PM until at least 6 PM each Monday. It is our traditional town meeting night for all the boards and the Court has changed one of its nights to a Monday night. I would like Monday night to be town business night. The Assessor’s Office will be open until 6 PM, Building Inspector’s Office will be open until 7 PM, Recreation will be open until 6 PM and the Supervisor’s Office will be open until 8 PM beginning in early January.
5. **Dog Control Procedures** – A resident receives notice in the mail 6 weeks before their dog license expires. The Dog Control Officer waits until 15 days after the license expires and then makes a phone call to remind them to pay. At this point their first notification would be 44 days before expiration, 59 days later (or 15 days after the license expires), they get a phone call to remind them to renew the license and they are given 15 more days to do that, which brings that total to 74 days. After the 15 days is up, they would be issued a ticket. Residents can renew their license after they are issued a ticket, but they still must appear in court. The Justice Court has been fining residents after they get a ticket. The residents have a full 10 weeks to pay from the first notice in the mail. Dave has complete records on every phone call he has made, when it was made, who he spoke to, whether he left a message, etc. He has records on everyone he spoke to out on the field. They have 74 days to renew a license and we now have on-line capabilities for renewals. It’s a good policy and he is using it well.

**REPORTS:**

**Councilperson Maier** reported on the following:

- Conservation Board had 3 referrals last month, two on Shore Acres, and one for Roosevelt Highway for the bridge they just redid. They all followed the guidelines of the LWRP and needed DEC permits, so that was taken care of. Their meeting is tomorrow night. There will be interviews for the open position on the Board before the meeting starts.
- Fire Districts – Everything was good; there were no issues from Walker or Morton.

- Consolidation – They are having a meeting on Wednesday, December 12<sup>th</sup>. They set January 15<sup>th</sup> as the Public Hearing for the agreement brought before the Town at St. John’s Lutheran Church.
- The annual audit for the Town Justice Department was finished up.

**Councilperson Rose** reported on the following:

- The Senior Citizens Christmas Party is being held tomorrow at the Hometown Café.
- The Planning Board is looking into trying to shorten the length of time it takes between Planning Board and going to the Zoning Board and getting a variance, so that it’s more friendly to the public and not hold them up on procedures.

**Highway Superintendent Steve Baase** reported on the following:

- The salt barn has been completed. We hauled in our quota that we needed to from last year. We are moving salt over from the old barn so we can put our sand/salt mixture in the old one.
- The salters and plows are all on the trucks ready to go. The snow fence was finished today.
- We’ve been cleaning things up for the winter. Parking it for the winter, draining rollers, etc.
- We are still fighting with the state over our snow plow contract. We may go on time and material.
- I am working on the radios. The County’s trunk system is not up and running. It’s being tested now.
- We purchased all the supplies and will be starting to build the dog kennels tomorrow.

**Building Inspector Chad Fabry** reported on the following:

- I have been working on zoning law and reviewing current code, highlighting areas that I think can be improved. We’ve been discussing them at the Zoning Board workshops. It’s a very productive procedure; I am very impressed with it. We finally have an on-line Building Department application. It’s a first step; we’ll be making improvements. I would like to have it so people can actually fill it out on-line.
- I have been busy, not so much with the construction inspections because things are slowing down, but we are starting to head into fire inspections now.

**Town Historian Bob Kruger** reported on the following:

- The photographs I passed around for show and tell tonight were given to me from my brother. After I wrote the last “Memories” column in the D & C about the Blizzard of 1977, I wasn’t really happy with the photo I put in there. The next day my brother brought me his pictures. I had them copied so they now belong to the Town. We have some nice photos that show how deep that snow was and the roadwork going on during the blizzard of 1977.
- I would like to wish everyone a happy holiday.

**Conservation Board Ed Evans** reported on the following:

- Tom received an email from the Coastal Zone people that authorize us to have the LWRP. It enables our people who live on the waterfront to cut a lot of corners when it comes to putting in docks and putting additions on their houses. They wanted to know if we had any pictures to prove that we live up to the LWRP. The Conservation Board supplied all kinds of stuff for Tom to send to the State for them to put on the State website.
- The Albion School District now has the Hamlin CCC/POW Camp as part of their regular curriculum in the Middle School. Hopefully this will spread to the other school systems in the area.
- Today we made another step forward through the LWRP project, our CCC Camp. We moved 4 years worth of research, photos, artifacts and stuff into the farm house. We finally got a key from the State. Thursday there will be some State Historical Preservation people from Albany touring the site and it’s the kick off of their formal plan to put that site on the map as a historical attraction in New York State.

- There will be a presentation giving an update on the CCC/POW site at the Greece Library on December 17<sup>th</sup> at 6:30 PM.

**Recreation Director Patty Jo Groenendaal** reported on the following:

- We had our tree lighting event on December 1<sup>st</sup>. We had Kendall 5<sup>th</sup> & 6<sup>th</sup> Grade Chorus and the Brockport High School come to sing. There was a big crowd here and the tree lit!
- We are also working on getting our new on-line registration set up. We should be up and running by January 2<sup>nd</sup>.

**Supervisor Breslawski** reported on the following:

- We have the Veteran Service page up and running on the website. I have been in touch with Ken Moore from Monroe County Veteran's Outreach to set up an outreach event here in Hamlin. We are looking to schedule something in late January or February.
- Most of you have noticed the slow deterioration of the steps as you first walk in. Chad looked at it and feels that it would be a simple repair that could be easily be fixed by someone in the Highway Department.
- A new bookkeeper has been hired. Pat has been training Shari Hill since just before Thanksgiving. I have shifted some of the responsibilities to Darlene Capamaggio since it is quite a large job to take on. She will now be in charge of Workman's Compensation. She will become our representative at the Upstate New York Municipal Insurance Reciprocal Meetings beginning January 1<sup>st</sup>.
- We have all been provided a copy of the Upstate New York Municipal Worker's Compensation Plan report covering 2005 through 2012. Our refund this year is estimated at \$35,193.00. It continues to be a very worthwhile program. We have received our entire capital investment back as of earlier this year.
- I would like to take a minute to publicly thank my Bookkeeper, Pat MacIntosh, who has been my Bookkeeper, Finance, Personnel and general all-around aide, for her hard work and dedication over the years. She has been through several supervisors and will be retiring at the end of the year. I wish her all the best in her retirement.
- I would like to wish all of you a Merry Christmas, Happy Holidays, Happy New Year and a Happy Town from the Board.

## **ADJOURNMENT**

A motion was made by Councilperson Maier, seconded by Councilperson Rose, to adjourn the meeting at 7:54 PM as all business had been concluded.

Polled Votes: Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

Respectfully submitted,

Kathi A. Rickman, MMC  
Hamlin Town Clerk