

**Hamlin Town Board Meeting
December 9, 2013**

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 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.

Present: Councilperson Jason Baxter, Councilperson Martin Maier, Councilperson David Rose, and Supervisor Thomas Breslawski. Also present: Attorney Ken Licht; Highway Superintendent Steven Baase; Building Inspector Chad Fabry; Conservation Board Members Ed Evans and Jeanine Klopp; Planning Board Chairman Linda Morey, Vice Chairman David Martin, and Board Members Steven Lauth, Mark Reeves, Peter Toney and David Wolfe; Recreation Commissioner Karl Burroughs; Town Historian Bob Kruger; Library Director Kay Hughes-Dennett; Supervisor-Elect Eric Peters; Candidate for Assessor Liz Spencer; Board of Ethics Chairman Joe Lancia, Co-Chairman Linda Rabjohn, and Board Members Bunnie Beardsley, Ralph Preston, and Daniel Updike.
Residents: Susan Carlson, Roberta Fey, Ronald Fey, Mark Glogowski, Kurtis Goltermann, Nick Kramer, Jim Nesbitt, Donald Rabjohn, Jeromy Spencer, and Rick Wright.
Excused: Councilperson Craig Goodrich

RESOLUTION OF APPRECIATION FOR DON WELLS

Resolution # 335 Unanimously approved.

RESOLUTION OF APPRECIATION

WHEREAS, Don Wells faithfully and conscientiously served the Town of Hamlin as Assessor from May 1, 2009 through December 31, 2013, and,

WHEREAS, Don Wells worked hard to successfully consolidated assessment services between the Town of Hamlin and Town of Parma thus saving taxpayer funds without sacrificing customer service, and,

WHEREAS, Don Wells began his tenure with the Town of Hamlin during the middle of the first town-wide reassessment in nearly 30 years and successfully completed that project and the next reassessment, and,

WHEREAS, Don Wells spent countless hours, often well into the evening, dealing with resident concerns about their assessment, working hard to be fair to the residents and to avoid litigation, planned purchases and upgrades of the department to continue to save taxpayer money, and led by example, always on time, professional and ready to contribute.

THEREFORE BE IT RESOLVED that the Hamlin Town Board, on behalf of the residents of Hamlin, extends its appreciation to Don Wells for his notable performance and nearly five years of service and wishes him the best in his future endeavors.

FURTHER BE IT RESOLVED that Don Wells be furnished a copy of this Resolution, which is spread upon the minutes of the December 9, 2013 Town Board meeting.

RESOLUTION OF APPRECIATION FOR KATRINA HURD

Resolution # 336 Unanimously approved.

RESOLUTION OF APPRECIATION

WHEREAS, Katrina Hurd faithfully and conscientiously served the Town of Hamlin as Senior Citizens Coordinator for the past twenty eight years, ending on December 31, 2013, and,

WHEREAS, Katrina Hurd worked to plan Senior Citizen programs and events, while also serving the Recreation Department in any capacity needed, and,

WHEREAS, Katrina Hurd worked responsibly with her budget, often making purchases ahead of time to save taxpayer funds and contributing excess fund balance to other Recreation Department projects at the close of the year, and,

WHEREAS, Katrina Hurd formed a bond with many Senior Citizens, residents and fellow employees that will surely be missed upon her departure.

THEREFORE BE IT RESOLVED that the Hamlin Town Board, on behalf of the residents of Hamlin, extends its appreciation to Katrina Hurd for her notable performance and twenty eight years of service and wishes her the best in her future endeavors.

FURTHER BE IT RESOLVED, that Katrina Hurd be furnished a copy of this Resolution, which is spread upon the minutes of the December 9, 2013 Town Board meeting.

PRESENTATION BY LINDA MOREY, CHAIRMAN OF THE PLANNING BOARD

DATA OVERVIEW FOR 2013

- Site Plans: 3
- Commercial Site Plans: 4
- Subdivisions: 16
- Lot Combinations: 4
- Conservation Development Permits: 5
- Mylar Re-signing: 1
- Special Use Permits: 1
- Sketch Conferences: 2

ACCOMPLISHMENTS

- All members have completed the required training for 2013 and 4 have rollover hours toward next year's requirement.
- We have participated in Zoning Workshops.
- We have worked with the two Support Board Clerk changes.

GOALS FOR 2014

- To continue reviewing client sites prior to our meetings
- To incorporate a new Attorney
- To explore ways to bring new business into Hamlin
- To explore ways to clean up our Town; to include:
 - Removal of abandoned gas tanks
 - Removal of dangerous abandoned structures

- Clean up of residential property
- To support increased education for the Support Board Clerk
- To explore in-house training for members
- To continue participation at Zoning Workshops
- To support modifications to our Codes which will benefit the residents
- To continually review our client data sheets to streamline requests

PRESENTATION BY CLAYTON CHAMPION OF THE HAMLIN HORNETS

A while ago I met with you and talked about a scoreboard going up in the back on that new field that Steve put up. It is ready to go in. I submitted an engineering plan to Chad. I am looking for a possible spring installation on it and what I am looking for is to find out if it's okay for us to go ahead and proceed with meeting with the Planning Board and whatever else Chad may need or if the Town would be willing to take it over. I know the Town doesn't need to go through the Planning Board and the Town can make the decisions on where the power will be run. The only stipulation that the Hornets would have is obviously that it would go back there on that field and that we would have access to it for our games. Then it would be for community use if Patty Jo has soccer, lacrosse, or anything else. She would have control of the board and everything on that.

Supervisor Breslawski stated that Clayton is asking whether we would like to run the project through the Planning Board and keep it a private project on our public land or to go ahead and take it over. Councilperson Rose stated that it was discussed that they originally discussed that they weren't going to hook onto the Charlie Maier Lodge, they were going to bring their own energy source. Building Inspector Chad Fabry stated that our code doesn't differentiate between signs and signs for advertising. So I think this falls squarely in the sign category, even though it's not a sign for advertising. Secondly, I think it would be imprudent for the Town to have Clayton install this sign and assume the liability for the project later. It's an 18' long sign and 18'-20' off the ground. The Town would probably want to have control of this project to insure that it gets installed to the engineering specifications that were supplied and I do have a stamped set of drawings. That's the reason Mr. Champion is here tonight presenting it in this regard. The fastest and easiest way to get it installed is for the Town to install it, own it and maintain it, and then of course, the sports fields have use of it. Councilperson Rose asked if the Town would have to pay for the new service coming in; he does not want to involve the taxpayers. Chad stated that it is inevitable that the Town is going to sometime assume that responsibility for that electric bill. The Hamlin Hornets can cease to exist tomorrow. Chad stated that a representative from the Town will have to make an application to the Planning Board for the Hornets to move forward. The Town representative have to come up with the drawings and plans, they are responsible for the application and that's another reason why I suggested that the Town own the project. Maybe the Hornets can supply the monies necessary to buy all the materials and services provided. I don't see how it's a viable connection between the Hornets and Town Property to install this sign. The Hornets want to proceed with volunteers and this is a fairly significant construction. It's not the kind of thing that volunteers should be handling. They would have to furnish liability insurance while they are working there and then proof of worker's compensation insurance while they are working here. Jason Baxter said that it needs more discussion before we do anything, because we don't want to involve the taxpayers. Supervisor Breslawski and Councilperson Maier stated that according to our contract, at some point, we are going to own that sign and are going to have to take responsibility for it. Attorney Licht stated that it does have to be done according to the agreement from last July or else you have to amend the agreement. The initial costs was born by the Organization and contract was between the Organization and the Town as to how that going to be operated. The Town consent to the application to the Planning Board would certainly be required. Supervisor Breslawski stated that the Hornets should go through the Planning Board.

PUBLIC FORUM

Mark Glogowski, Lake Road – I am a registered Libertarian and I am forming the Hamlin Libertarian Committee. We are going to have our first meeting this Thursday, December 12th at 7 pm. I would like to invite all of you to attend. We hope to present a different option for government, perhaps a Libertarian option in the future. I have a flier here with an invite, and hopefully I will see you Thursday night at 7 PM.

The Public Forum was closed.

APPROVAL OF REGULAR TOWN BOARD MEETING MINUTES OF NOVEMBER 12, 2013

Resolution # 337 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting Town Board approval of the regular Town Board Meeting Minutes of November 12, 2013. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

APPROVAL OF SPECIAL TOWN BOARD MEETING MINUTES OF NOVEMBER 25, 2013

Resolution # 338 Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board approval of the Special Town Board Meeting Minutes of November 25, 2013. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS FROM THEIR RESPECTIVE FUNDS

Resolution # 339 Motion was made by Supervisor Breslawski, seconded by Councilperson Maier, requesting Town Board approval for the authorization of payment of bills from their respective funds.

Voucher Abstract

Town of Hamlin

Account	Vendor	Amount
AA - General Fund		
Justice Contractual Expense	FORBES, EDITH E. - 0000000090	\$ 250.00
	MOFFETT, RICHARD - 0000000185	\$ 247.80
	MOUNTAIN GLACIER LLC - 0000000239	\$ 14.99
	RATH, PAUL S. - 0000000253	\$ 90.00
	RYAN PRINTING - 0000000271	\$ 157.00
	KNITTER, HAWLEY - 0000000367	\$ 113.04
	TIME WARNER CABLE - 0000001205	\$ 184.34
	LAKESHORE LUXURIES & HARDWARE - 0000001628	\$ 39.99
	M.E. SERVICES COMMUNICATIONS, INC. - 0000001737	\$ 109.00
	Subtotal for AA.1110.40:	\$ 1,206.16
Supervisor Contractual Expense	VERIZON WIRELESS - 0000000888	\$ 52.51
		Subtotal for AA.1220.40:
Tax Collection Contractual Expense	RICKMAN, KATHI - 0000000259	\$ 63.28
		Subtotal for AA.1330.40:
Assessor Contractual Expense	XEROX CORPORATION - 0000000341	\$ 141.66
	SPENCER, LIZ - 0000001598	\$ 88.14
		Subtotal for AA.1355.40:

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Town Clerk Contractual Expense	W.B. MASON CO., INC. - 0000001627	\$ 39.58
	Subtotal for AA.1410.40:	\$ 39.58
Attorney Salary	LICHT, KENNETH D. ESQ. - 0000000157	\$ 2,583.33
	Subtotal for AA.1420.10:	\$ 2,583.33
Accounting Contractual Expense	EASTERN MANAGED PRINT NETWORKS LLC - 0000000069	\$ 103.14
	STAPLES, INC. and SUBSIDIARIES - 0000000291	\$ 81.98
	CAPAMAGGIO, DARLENE - 0000000608	\$ 22.93
	HARRIS COMPUTER SYSTEMS - 0000001462	\$ 2,317.80
	Subtotal for AA.1430.40:	\$ 2,525.85
Engineer Expense	CHATFIELD ENGINEER - 0000000044	\$ 69.75
	Subtotal for AA.1440.40:	\$ 69.75
Central Services	J O'CONNELL & ASSOCIATES, INC. - 0000001522	\$ 8,000.00
	Subtotal for AA.1610.40:	\$ 8,000.00
Town Hall Contractual Expense	PAYCHEX - 0000000236	\$ 430.24
	REGIONAL DISTRIBUTORS - 0000000254	\$ 97.50
	ZEE MEDICAL SERVICE - 0000000343	\$ 107.75
	TOPS MARKETS, LLC - 0000000707	\$ 19.78
	EBS-RMSCO - 0000000798	\$ 71.20
	CARDIAC LIFE PRODUCTS - 0000000892	\$ 53.00
	LAKESHORE LUXURIES & HARDWARE - 0000001628	\$ 75.84
	Subtotal for AA.1620.40:	\$ 855.31
Mailing & Printing	US BANK EQUIPMENT FINANCE, INC - 0000001375	\$ 246.34
	Subtotal for AA.1670.40:	\$ 246.34
Unallocated Insurance payment	PARIS-KIRWAN ASSOCIATES, INC - 0000000234	\$ 65.00
	Subtotal for AA.1910.40:	\$ 65.00
Town Hall Fuel	HAMLIN HIGHWAY DEPART - 0000000112	\$ 109.13
	Subtotal for AA.2000.40:	\$ 109.13
Fines and Forfeit Bail	OFFICE OF THE STATE COMPTROLLER - 0000000425	\$ 8,565.00
	Subtotal for AA.2610.00:	\$ 8,565.00
Fire Marshal Salary	FABRY, CHAD - 0000001631	\$ 500.00
	Subtotal for AA.3010.10:	\$ 500.00
Fire Marshal Contractual Expense	BRAGG, RONALD - 0000001662	\$ 106.79
	Subtotal for AA.3010.40:	\$ 106.79

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Dog Control Officer Contractual	CLARKSON VETERINARY HOSPITAL - 0000000047	\$ 105.20
	HAMLIN HIGHWAY DEPART - 0000000112	\$ 53.62
	W.B. MASON CO., INC. - 0000001627	<u>\$ 77.96</u>
	Subtotal for AA.3510.40:	\$ 236.78
Building Inspector Contractual E	TOWN OF CLARKSON - 0000000308	\$ 2,962.64
	CHERYL PACELLI - 0000001746	<u>\$ 43.04</u>
	Subtotal for AA.3620.40:	\$ 3,005.68
Highway Garage Expense	ZEE MEDICAL SERVICE - 0000000343	\$ 74.90
	AIRGAS USA LLC - 0000001652	<u>\$ 99.72</u>
	Subtotal for AA.5132.40:	\$ 174.62
Highway Garage Phone	FRONTIER COMMUNICATIONS - 0000000934	<u>\$ 80.74</u>
	Subtotal for AA.5132.80:	\$ 80.74
Publicity	WESTSIDE NEWS - 0000000337	<u>\$ 29.12</u>
	Subtotal for AA.6410.40:	\$ 29.12
-		
Recreation Director Contractual	STAPLES, INC. and SUBSIDIARIES - 0000000291	\$ 97.18
	JNK MARKETING - 0000000949	<u>\$ 475.00</u>
	Subtotal for AA.7020.40:	\$ 572.18
Playground & Rec Contractual E	GROENENDAAL, PATTY JO - 0000000566	\$ 103.85
	TOPS MARKETS, LLC - 0000000707	\$ 95.00
	GRAHAM, VICTORIA - 0000001196	<u>\$ 80.00</u>
	Subtotal for AA.7140.40:	\$ 278.85
Library Contractual Expense	AUDIO EDITIONS - 0000000019	\$ 190.01
	BAKER & TAYLOR - 0000000025	\$ 1,021.04
	MIDWEST TAPE - 0000000177	\$ 113.93
	MONROE COUNTY LIBRARY SYSTEM - 0000000195	\$ 6,998.41
	PAYCHEX - 0000000236	\$ 96.90
	WEGMANS FOOD MARKETS - 0000000333	\$ 46.94
	HUGHES-DENNETT, KATHERINE - 0000001090	\$ 1,156.83
	TRI-DELTA RESOURCES, CORP. - 0000001104	\$ 60.00
	LARKIN, MARY - 0000001296	<u>\$ 1,854.67</u>
	Subtotal for AA.7140.40:	\$ 11,538.73
History Property Contractual Expense	SID HARVEY INDUSTRIES - 0000001157	\$ 138.11
	Hartford Steam Boiler,Ins - 0000001276	\$ 105.00
	KRUGER, ROBERT - 0000001326	\$ 8.97
	StructureSmart, Inc. - 0000001743	<u>\$ 1,080.00</u>
	Subtotal for AA. 7520.40:	\$ 1,332.08

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Attorney to Support Boards	LICHT, KENNETH D. ESQ. - 0000000157	\$ 295.62
	Subtotal for AA.8010.12:	\$ 295.62
Zoning Board Contractual Expense	WESTSIDE NEWS - 0000000337	\$ 30.94
	POHL, KLAUS - 0000000511	\$ 38.42
	EDWARD HAIGHT - 0000001747	\$ 37.21
	Subtotal for AA.8010.40:	\$ 106.57
Support Board Attorney	LICHT, KENNETH D. ESQ. - 0000000157	\$ 295.61
	Subtotal for AA.8020.12:	\$ 295.61
Planning Board Contractual Expense	WESTSIDE NEWS - 0000000337	\$ 22.75
	Subtotal for AA.8020.40:	\$ 22.75
Refuse Contractual Expense	SUBURBAN DISPOSAL - 0000000296	\$ 222.04
	SAMSON FUEL - 0000001724	\$ 2,829.72
	Subtotal for AA.8160.40:	\$ 3,051.76
Conservation Board Contractual	G/FLRPC - 0000000099	\$ 80.00
	ACKLES, MERRITT - 0000000616	\$ 138.43
	Subtotal for AA.8710.40:	\$ 218.43
	Total for Fund AA:	\$ 46,457.35
DA - Highway Fund		
Machinery Equipment	ROY TEITSWORTH, INC - 0000001745	\$ 11,000.00
	Subtotal for DA.5130.20:	\$ 11,000.00
Machinery Contractual Expense	D & W DIESEL, INC. - 0000000055	\$ 52.45
	EMERSON OIL COMPANY, INC. - 0000000072	\$ 171.03
	INTERSTATE BATTERIES - 0000000132	\$ 106.60
	MIKE CONLON TIRES & SVC. - 0000000178	\$ 260.13
	THRU-WAY SPRING - 0000000305	\$ 532.80
	TRACEY ROAD EQUIPMENT INC. - 0000000311	\$ 124.75
	APPLIED INDUSTRIAL TECHNOLOGIES - 0000000448	\$ 11.24
	BEREZA IRON WORKS, INC. - 0000000491	\$ 1,991.00
	FREY HEAVY DUTY - 0000000959	\$ 1,098.90
	COOK BROTHERS TRUCK PARTS - 0000001103	\$ 47.38
	HENDERSON PRODUCTS, INC. - 0000001467	\$ 187.03
	AIRGAS USA LLC - 0000001652	\$ 43.35
	Subtotal for DA.5130.40:	\$ 4,626.66
Misc Contractual Expense	PAYCHEX - 0000000236	\$ 248.06
	FRONTIER COMMUNICATIONS - 0000000934	\$ 43.40
	Subtotal for DA.5140.40:	\$ 291.46

Snow Removal Contractual Expense	GRIFFITH ENERGY - 0000000106	\$ 1,251.31
	Subtotal for DA.5142.40:	\$ 1,251.31
Services Other Governments C	GRIFFITH ENERGY - 0000000106	\$ 879.26
	MILLENNIUM ROADS - 0000000180	\$ 1,725.00
	THRU-WAY SPRING - 0000000305	\$ 240.47
	VALLEY SAND & GRAVEL - 0000000363	\$ 1,360.40
	TERRY TREE SERVICE - 0000000542	\$ 2,187.25
	SAMSON FUEL - 0000001724	\$ 3,093.90
	Subtotal for DA.5148.40:	\$ 9,486.28
Employees Benefits uniforms	UNIFIRST CORPORATION - 0000000315	\$ 404.83
	Subtotal for DA.9000.80:	\$ 404.83
	Total for Fund DA:	\$ 27,060.54
SS - Sewer District		
Sewage Collecting System Co	EASTERN MANAGED PRINT NETWORKS LLC - 0000000069	\$ 57.99
	FRONTIER COMMUNICATIONS - 0000000934	\$ 50.19
	WORKFIT MEDICAL, LLC - 0000001748	\$ 120.00
	Subtotal for SS.8120.40:	\$ 228.18
	Total for fund SS:	\$ 228.18
TA - Trust and Agency		
WORKERS COMPENSATION	UPSTATE NEW YORK MUNICIPAL WORKERS' COMP PROGRAM - 000	\$ 14,652.25
	Subtotal for TA.0014.00:	\$ 14,652.25
457 RETIREMENT	NEW YORK STATE DEFERRED COMPENSATION PLAN - 0000000419	\$ 1,612.06
	Subtotal for TA.0018.01:	\$ 1,612.06
AFLAC	NEW YORK LIFE - 0000001689	\$ 209.85
	Subtotal for TA.0020.02:	\$ 209.85
LOANS AND GARNISH	GEORGE M REIBER, TRUSTEE - 0000001649	\$ 278.00
	Subtotal for TA.0085.10:	\$ 278.00
	Total for Fund TA:	\$ 16,752.16
WB - Hamlin Clarkson Road Water District		
BOND PRINCIPAL - HAMLIN C	TOWN OF CLARKSON - 0000000308	\$ 650.18
	Subtotal for WB.9730.60:	\$ 650.18
BOND INTEREST - HAMLIN C	TOWN OF CLARKSON - 0000000308	\$ 2,181.82
	Subtotal for WB.9730.70:	\$ 2,181.82
	Total for Fund WB:	\$ 2,832.00
WG - Hamlin Kendall District #1 ext.5		
BOND PRINCIPAL - HAMLIN K	Town of Kendall - 0000000659	\$ 7,000.00
	Subtotal for WG.9730.60:	\$ 7,000.00

BOND INTEREST - HAMLIN K	Town of Kendall - 0000000659	\$ 4,413.75
		Subtotal for WG.9730.70: \$ 4,413.75
		Total for fund WG: \$ 11,413.75

WP - Clarkson Hamlin TL Rd #2 Water District

BOND PRINCIPAL - CLARKSON	TOWN OF CLARKSON - 0000000308	\$ 965.40
		Subtotal for WP.9730.60: \$ 965.40

BOND INTEREST - CLARKSON	TOWN OF CLARKSON - 0000000308	\$ 1,346.77
		Subtotal for WP.9730.70: \$ 1,346.77
		Total for Fund WP: \$ 2,312.17

Check Total: \$ 53,597.60
No-check Total: \$ 53,458.55

FUND AA: \$ 46,457.35
FUND DA: \$ 27,060.54
FUND SS: \$ 228.18
FUND TA: \$ 16,752.16
FUND WB: \$ 2,832.00
FUND WG: \$ 11,413.75
FUND WP: \$ 2,312.17
TOTAL: \$ 107,056.15

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

APPROVE AUTHORIZATION OF TRANSFERS

Resolution # 340 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting Town Board approval of the authorization of transfers as follows:

<u>From Account</u>	<u>To Account</u>	<u>Amount</u>
AA.1990.40 Contingent	AA.1450.10 Election Inspectors	\$ 294.00
AA.1990.40 Contingent	AA.1670.40 Mail & Print	\$1,682.54
AA.2003.40 Town Hall Light	AA.2002.40 Town Hall Water	\$ 24.76
AA.1990.40 Contingent	AA.3510.11 Assistant DCO	\$ 128.00
AA.1990.40 Contingent	AA.3510.40 DCO Contractual	\$1,154.25
AA.7110.10 Parks Salary	AA.7110.40 Parks Contractual	\$ 231.05
AA.8710.12 Clerk to Support Boards	AA.8010.13 Clerk to Support Boards	\$ 131.48
AA.8010.40 ZBA Contractual	AA.8020.20 Planning Board Contractual	\$ 75.00
DA.5130.40 Machinery Contractual	DA.5130.20 Machinery Equipment	\$1,090.50

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

Supervisor's Monthly Report acknowledged and filed.

CORRESPONDENCE:

- a. Re-appointment letter from David Wolfe (Planning Board)
- b. Re-appointment letter from Ed Evans (Conservation Board)

- c. Re-appointment letter from Rocky Ellsworth (Zoning Board of Appeals)
- d. Monroe County Office of the Controller, re: Sales Tax Distribution for the Third Quarter 2013
- e. The Community Foundation, re: Grant Agreement with Rochester Area Community Foundation
- f. Re-appointment letter from Steven Rutherford (Conservation Board)
- g. Re-appointment letter from Dave Walch (Conservation Board)
- h. Letter from the Conservation Board, re: Support for Ken Licht as attorney
- i. Letter from the Zoning Board of Appeals, re: Support for Ken Licht as attorney
- j. RE-appointment letter from Merritt Ackles (Conservation Board)

2014 HOLIDAY SCHEDULE FOR THE TOWN OF HAMLIN ACKNOWLEDGED

Resolution # 341 Motion was made by Councilperson Baxter, seconded by Councilperson Maier, requesting Town Board resolution to acknowledge the 2014 Holiday Schedule for the Town of Hamlin. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

2014 TOWN OF HAMLIN MEETING DATED ACKNOWLEDGED

Resolution # 342 Motion was made by Councilperson Baxter, seconded by Councilperson Rose, requesting Town Board resolution to acknowledge the 2014 Town of Hamlin meeting dates. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski no. Motion carried.

TOWN OF HAMLIN ORGANIZATIONAL MEETING SCHEDULED ON JANUARY 2, 2014

Resolution # 343 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to set the date of the annual Town of Hamlin Organizational Meeting at 6 PM, Thursday, January 2, 2014 in the Hamlin Town Board Chambers. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

ALL APPOINTED POSITIONS EXTENDED UNTIL ORGANIZATIONAL MEETING

Resolution # 344 Motion was made by Councilperson Baxter, seconded by Councilperson Maier, requesting Town Board resolution to extend the term of all appointed positions until the Organizational Meeting to be held on January 2, 2014. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

ACKNOWLEDGE KATRINA HURD'S RESIGNATION AS SENIOR CITIZEN COORDINATOR

Resolution # 345 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, requesting Town Board resolution to acknowledge the resignation of Katrina Hurd from the position of Senior Citizen Coordinator. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

LION CHARLIE MAIER USE FEE WAIVED FOR HAMLIN LIONS CLUB ON 11/18/13

Resolution # 346 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to waive the Lion Charlie Maier Use Fee for the Hamlin Lion's Club on November 18, 2013. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

BID ACCEPTED FROM DAN DOUCETTE TO INSTALL 2 AIR CONDITIONING UNITS

Resolution # 347 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to accept the bid from Dan Doucette to install two air conditioning units in the Town Hall Gymnasium at a cost not to exceed \$10,000, with the first \$5,800 to be paid from Account 1220.40 (2013 funds) and the remainder to be paid from Account 1620.40 (2013 funds). Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

TOWN OF HAMLIN SOCIAL MEDIA POLICY TABLED

Resolution # 348 Motion was made by Supervisor Breslawski, requesting Town Board resolution to approve and implement the Town of Hamlin Social Media Policy. There was no second. Motion denied. **DISCUSSION:** Councilperson Rose asked to table this to condense it down to a couple of pages. Supervisor Breslawski stated that he would like to see this passed and condense it at a later date. He would like to have some controls in place. I will ask the Town Board to put this at the top of your “to do list” next year. A Workshop will be scheduled to work on this policy.

APPROVAL TO ADVERTISE THE TWO OPEN POSITIONS ON CONSERVATION BOARD

Resolution # 349 Motion was made by Supervisor Breslawski, seconded by Councilperson Maier, requesting Town Board resolution to advertise for the two open positions on the Conservation Board, with applications due in at the Town Clerk’s Office no later than 4 PM on Friday, December 27, 2013. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

APPROVAL TO TRANSFER HIGH EQUIPMENT RESERVE FUNDS

Resolution # 350 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to transfer \$3,973.50 from Account DA.2665.00 to Account DA.0878.00 Highway Equipment Reserve. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

APPROVAL TO TRANSFER FUNDS TO PAY NYS RETIREMENT SYSTEM INVOICE

Resolution # 351 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to transfer \$158,405.00 from the Money Market Account to the Employee Trust to pay the prepayment amount of the New York State Retirement System Invoice, due by December 15, 2013. Councilman Rose asked if this was a budgeted item. The Supervisor stated yes. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

APPROVE 2% PAY INCREASE TO THE BI/CEO PER 2014 TOWN OF HAMLIN BUDGET

Resolution # 352 Motion was made by Councilperson Maier, seconded by Councilperson Rose, requesting Town Board resolution to approve a two percent pay increase to the Building Inspector/Code Enforcement Officer, per the 2014 Town of Hamlin Budget. Councilman Maier asked if this wasn’t done with the budget. The Supervisor stated that he just heard from Clarkson that we had to do a separate resolution. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

BUILDING PERMIT FEES WAIVED FOR THE TOWN OF HAMLIN LIBRARY

Resolution # 353 Motion was made by Supervisor Breslawski, seconded by Councilperson Rose, requesting Town Board resolution to waive the Building Permit Fees for the Town of Hamlin Library. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Breslawski aye. Motion carried.

DISCUSSION:

1. **Mia Foundation** – There was some information sent to us on this. If we have a bed available, they would use it. All costs are picked up by the Mia Foundation.

APPROVAL FOR MIA FOUNDATION TO USE THE TOWN OF HAMLIN DOG SHELTER

Resolution # 354 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, requesting Town Board resolution to allow the Mia Foundation to access and use the Town of Hamlin Dog Shelter when there is a kennel available. The Mia Foundation will assume all costs associated with the animal and provide an insurance certificate to the Town.

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

2. **Hornet's rental fee** – I talked to Clayton and he wanted to know if it would be possible for the rental to be waived for this upcoming year that he had been billed for. According to Clayton, the only reason why they left their things out there for part of the season was that they had not yet been cleared to put their storage facility out there. They had been approved but they had not been cleared to go onto the field yet because it was too soft. Councilperson Baxter stated that if they still had things stored there that they should pay something. Maybe they could renegotiate the price. Steve Baase stated that it's valuable space and it's taking up a lot of space and they should be charged something. They also use the building all season long.

APPROVAL TO REDUCE THE HAMLIN HORNETS MORTON BUILDING RENTAL FEE

Resolution # 355 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board resolution to change the rental fee for the Hamlin Hornets use of the Morton Building from \$200 to \$100 per season.

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

REPORTS:

Highway Superintendent Steven Baase reported on the following:

- We have been busy keeping our trucks running so far this winter.
- We finished all of our County work, ditching, etc. It's getting too cold to do anything.
- The snow fence is going up. The police were here with the "weekenders" last Sunday. They will be here again next weekend. We got as many of the posts up as we could.
- We start digging on the Library today.
- I am still fighting with the State on the Snow Contract. They did put some delineators on Moscow Road that the County approved.
- We have been mainly salting. We are just getting ready for snow and everything is tucked away.
- We will get the Library done, hopefully this week and concentrate on the snow.

Building Inspector Chad Fabry reported on the following:

- It's starting to slow down this time of year. We have been typically writing 30-40 permits; last month we only wrote 13. Revenues are about \$400 as opposed to usually \$900-\$1,200.
- I spent a lot of time dealing with Municipal Solutions and Cingular Wireless with this new proposed tower going up and the site review. These telecommunications applications are labor intensive and time intensive for the Building Department and for Municipal Solutions, and I expect probably for Ken Licht as well.
- I worked on a house the burned on Brookedge Drive. They are doing a complete restoration, the insurance payout was probably 10% more than the value of the house and they are going to fix it instead of take it down and replace it.
- Hamlin Hardware is looking at expanding their operations to include more occupy-able space in the rear building. They are preparing their Site Plan Application now for the Planning Board, hopefully for the next meeting.
- There are quite a few Planning and Zoning Applications to review.
- The Hamlin Public Library is on the table; I am reviewing those plans. I put a couple of hours in it today and put another couple in it tomorrow. We hope to get them a permit to actually start construction by the end of this work week.
- The office handled 122 calls in the landline. I had 240 calls on my cell phone. I field about 80 calls each weekend, which people don't seem to understand what normal office hours are, even though it's on my message.
- We had just 7 complaints this month; all of them are rectified.
- I did two Special Use Permit inspections.
- I attended Court on 3 different occasions as a witness for a Hamlin resident who has a suit against other Hamlin residents, both in Hamlin Court and in Rochester City Court. I handled 3 Foil Requests to the office regarding that and two other cases.
- Dave asked for a Fire Inspection Report. I am hoping to give you that Fire Inspection Report right near the end of the year, and I can incorporate that into my Article 1203 Report requirements for New York State.
- Department totals at year end is going to be approximately 38% below budgeted amounts for my department.

Councilperson Maier reported on the following:

- The Conservation Board had two referrals: 162 Walker Lake Ontario Road and 2082 North Hamlin Road, both of those were approved.
- The Hamlin Beach State Park has 3-4 year old trees that are ready for transplant. They contacted the Conservation Board and wanted to know if the Town would be interested in any of them. The Board thought this program helps the relationship between the Conservation Board and the State Parks, so I said I would pass it on.
- The Conservation Board would also like to endorse the people who are up for reappointment.
- The Hamlin-Morton-Walker Fire District had 716 calls. They are purchasing 9 new gas meters for all their vehicles and the Fire Chief's vehicles. They are writing a grant right now for some new personal protective equipment. Walker Fire Department has a pager for the Assistant Fire Marshall, so he will be able to get a pager and it will be \$7 per month. The new truncating radio system that Steve has been dealing with is on track for 2016. The Fire District will be looking for some grant money to support them when they go to buy their radios also. They started working on a Junior Fire Fighter Program; they will no longer have the Explorer Program. The Junior Fire Fighter Program will be on a different scale. They will be required to have the same

medical physicals that the Fire Department have. They are right in the middle of putting the program together.

Councilperson Baxter reported on the following:

- Nothing to report.

Councilperson Rose reported on the following:

- I would like to entertain a motion to transfer funds from the Library Special Funds.

APPROVAL TO TRANSFER MONEY FROM THE LIBRARY SPECIAL FUNDS

Resolution # 356 Motion was made by Supervisor Breslawski, seconded by Councilperson Rose, requesting Town Board resolution to transfer money from the Library Special Funds for \$750 for shelving, \$2,500 for an Attorney, and \$400 for the land surveying and the description of the property where the Library is being built.

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

- We also need a resolution to create an H Fund for the Library. This is what the Audit and Control wants.

APPROVAL TO CREATE AN H FUND FOR THE LIBRARY

Resolution # 357 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, requesting Town Board resolution to create an H Fund for the Library.

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

- We need a resolution to create a Trust and Agency Account for the Library. This is for donations that come in. This is recommended by Audit and Control also.

APPROVAL TO CREATE A TRUST AND AGENCY ACCOUNT FOR THE LIBRARY

Resolution # 358 Motion was made by Supervisor Breslawski, seconded by Councilperson Maier, requesting Town Board resolution to create a Trust and Agency Account for the Library.

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

- There were close to 30 bids received for the Library. The Town got a heck of a deal from these contractors. They wanted something to start the New Year with and we were the benefactors of these bids. It's underneath the budgeted price that we thought it would come in, so some of the amenities can now be put into the Library that were cut to try and save money. Ground breaking is going to be December 14th here at 3 PM. Things are starting to move along.

The following Bids have been awarded for the Library:

➤ General Contractor:	Whitney East, Scottsville Road, Rochester	\$361,600
➤ Mechanical Contractor:	Bell Mechanical, Lincoln Parkway, E Rochester	\$148,000
➤ Electrical Contractor:	Rath Electric, Roosevelt Highway, Hamlin	\$ 84,800
➤ Plumbing Contractor:	Ferraulo Plumbing & Heating, Jay Street, Rochester	<u>\$ 70,000</u>
	TOTAL CONTRACT AWARD	\$664,400

- For the Senior Citizens, Don Rabjohn is going to be the new president and there is a new Secretary. The other officers remain the same. The trip list has been created and will be passed out at a later date to the Seniors. The Christmas party is coming up tomorrow at Route 19 Tavern.

- I would like to wish everyone a Merry Christmas and a Happy New Year.

Library Director Kay Hughes-Dennett reported on the following:

- Thanked Steve and all his guys for all the work they were doing in the nasty winter. Carolyn Hungerford was taken a video of all that was going on and should be up on the web site soon so everyone can see it.
- Finishing up the programs of 2013 and getting ready for 2014.
- She would also like to see if the library could get some of the trees the park is giving away, as they didn't put anything in for landscaping.

Town Historian Bob Kruger reported on the following:

- Next Wednesday a group of Tiger Clubs are coming in for a talk and presentations.
- I would like to wish everyone Happy Holidays.

Recreation Anke Applebaum reported on the following:

- Recreation has received an award for the School of Screams.
- Anke put in for a grant and was awarded \$10,550 to finish the kitchen in the Charlie Maier Lodge. (Yeaaaa)

The Conservation Board Ed Evans reported on the following:

- We had a call from a gentleman wanting to rebuild one of the barracks and it would cost over \$100,000.00. I told the park about it and they turned it down.

Supervisor Breslawski reported on the following:

- I had a chance to speak to the Office of Real Property Educational Services Department regarding our open Assessor position. They advised me that the candidate that we have for the position lacks the experience and training to be appointed as the sole Assessor. Some of the courses needed are lengthy and will not be offered until July at the earliest. Following training, the municipality must submit an Application for Qualifications Review to ORPS Educational Services Department for review. This review process can take an additional 30 days. They said that it would be advisable for the Town to look elsewhere for this position, as there will not be anyone to certify the tax roll at the end of May.
- In addition, I've been provided with an Opinion of Counsel stating that due to the Assessment Improvement Law, an Assessor should not have a political affiliation, and especially should not be a political committee member. The Assessment Improvement Law was meant to take the assessment procedure out of the political arena. I actually had this conversation with the current candidate, only to have that candidate accept a high ranking position on the Executive Committee of the Republican Party a week later. I'm providing this as information only so that the new Town Board can be fully informed when appointing the position of Assessor at the Organizational Meeting, to insure that the spirit, if not the letter, of the Assessment Improvement Law is not violated.
- I also want to point out Correspondence items H and I, which are letters from the Conservation Board and Zoning Board of Appeals in support of the current Attorney, contrary to the request of the Planning Board. Again, I ask that you take these into account when making your decision at the Organizational Meeting.
- Since this is my last meeting, I'd like to thank everyone who supported me over the last 8 years as a Conservation Board member, Town Councilman and Town Supervisor. I appreciate all of your support.

ADJOURN TO EXECUTIVE SESSION

Resolution # 359 Motion was made by Supervisor Breslawski, seconded by Councilperson Rose, requesting Town Board resolution to enter into Executive Session at 8:27 PM to discuss matters relating to the possible discipline of seven particular employees.

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

RETURN FROM EXECUTIVE SESSION

Resolution # 360 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting Town Board resolution to return from Executive Session at 10:12 PM.

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

APPROVAL TO CONDUCT TOWN EMPLOYEE MANUAL AND ETHICS TRAINING

Resolution # 361 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting Town Board resolution to conduct Ethics training and Town Employee Manual training with confidentiality statements to be signed afterwards, with training conducted by an attorney with the assistance of the Ethics Committee.

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

APPROVAL TO HAVE THE SUPERVISOR ELECT SIGN THE SIGNATURE CARDS

Resolution # 362 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting Town Board resolution to have the Supervisor Elect sign the signature cards so they correct on January 1, 2014 for the following funds:

- Water Bond Payment Account
- Highway Fund
- Consolidated Water
- Town of Hamlin
- Employee Trust Fund
- Clearing Account
- Cellular Escrow Account
- Money Market Account
- General Fund
- HRA
- Verizon Telecommunications Escrow Account

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

ADJOURNMENT

A motion was made by Councilperson Rose, seconded by Councilperson Baxter to adjourn the meeting at 10:17 PM as all business had been concluded.

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

Respectfully submitted,

Kathi A. Rickman, MMC
Hamlin Town Clerk