

TOWN OF HAMLIN 2014 ORGANIZATIONAL  
January 2, 2014

The 2014 Organizational Meeting of the Hamlin Town Board, held at the Hamlin Town Hall, 1658 Lake Road, was opened at 6:00 pm with the posting of the Colors by Hamlin VFW Post 6703/AVA Color Guard, followed by the Pledge of Allegiance to the Flag under the direction of the commander of the Hamlin VFW Post 6703. Invocation was by Pastor Roger Kimmel from St. John Lutheran Church.

Oath of Office was administered by the Honorable Paul S. Rath, Hamlin Town Justice, to the elected Officials of the Town of Hamlin as follows:

Eric G. Peters Supervisor  
Richard Moffett, Town Justice  
Steven Baase, Highway Superintendent  
Craig Goodrich, Town Councilperson  
Jason Baxter, Town Councilperson

The 2014 Organizational Meeting of the Hamlin Town Board was called to order at 6 pm by Supervisor Peters, who presided.

Present: Supervisor Eric Peters, Councilperson Jason Baxter, Councilperson Craig Goodrich, Councilperson Martin Maier and Councilperson David Rose.

Also present: Town Justice Paul S. Rath, Planning Board Members Mark Reeves, Steven Lauth, Peter Tonery, Candidate for Assessor Liz Spencer, DCO David Maynard, Asst. DOC Caroline Thompson, Assistant Fire Marshal Ronald Bragg, Vic-Chair of the Ethics Board Linda Rabjohn and Ed Evans, Pat Macintosh, Jeromy Spencer, Shawn and Jessica Baxter, Nick Kramer, Cathie and Sue Timian, and Donald Rabjohn.

**APPOINTMENT OF DEPUTY SUPERVISOR**

As Supervisor of the Town of Hamlin, I, appoint David G. Rose as the Deputy Supervisor for the year of 2014.

**CONFERENCES AND TRAINING PROGRAMS**

**Resolution #1** Motion was made by Councilperson Maier, seconded by Councilperson Rose authorizing all members of appointed Boards to attend four (4) hours of continuing education - conferences, seminars or training conferences – as required by New York State. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #2** Motion was made by Councilperson Rose, seconded by Councilperson Baxter authorizing the Town Supervisor to attend New Supervisor Training.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #3** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter authorizing all previously approved training, including on-line training provided by the New York Planning Federation, as appropriate to fulfill the four-hour continuing education requirement but any training not previously authorized to be approved in advance by Town Board.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #4** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier requiring all Department heads and employees wishing to attend conferences or training programs to have prior approval of the Town Board.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #5** Motion was made by Councilperson Maier, seconded by Councilperson Rose authorizing transportation costs to be paid at the rate of \$.565 per mile for the use of a personal vehicle. Any other mode of transportation must have prior Town Board approval.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #6** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter authorizing meal allowance not to exceed the limits by NYS Audit and Control of \$36.00 per day in New York City and \$26.00 outside of New York City.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**ASSESSOR TRAINING SESSIONS**

**Resolution #7** Motion was made by Councilperson Rose, seconded by Councilpersons Maier and Baxter authorizing the Hamlin Assessor to attend all State and County training sessions for Assessor's for year 2014, as budgeted.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**NEWSPAPER**

**Resolution #8** Motion was made by Councilperson Rose, seconded by Councilperson Maier to designate the (HAMLIN-CLARKSON HERALD) as the Official Newspaper for the Town of Hamlin for 2014.

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

**HIGHWAY DEPARTMENT FUNCTIONS**

**Resolution #9** Motion was made by Councilperson Baxter, seconded by Councilperson Rose for the Highway Superintendent to attend highway functions, as budgeted.

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

**APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT**

In accordance with Town Law, Highway Superintendent Steven Baase appoints Michael German as Deputy Highway Superintendent for the year 2014.

**HIGHWAY**

**Resolution #10** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich setting Deputy Highway Superintendent wage at \$2,824.00 to be paid over 26 pay periods.

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

**Resolution #11** Motion was made by Councilperson Rose, seconded by Councilperson Maier setting Highway Employees hourly rate:

- i. Foreman \$19.92 - \$26.25 range
- ii. Maintenance Mechanic \$15.92 - \$25.27 range
- iii. Specialized M.E.O. \$14.63 - \$25.27 range
- iv. M.E.O. \$12.96 - \$24.55 range
- v. Laborer, Full Time \$ 8.64 - \$19.14 range
- vi. Laborer, Part time \$ 8.00 - \$16.76 range

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

**HIGHWAY EXPENDITURES**

**Resolution #12** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter authorizing the Highway Superintendent to purchase small tools and equipment up to \$20,000.00 for the year of 2014, as budgeted.

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

**ALL SEASON COUNTY/TOWN AGREEMENT FOR 2014**

**Resolution #13** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter approving the amendatory agreement with Monroe County for the All Season County / Town Work Agreement for 2014.

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

**DOG CONTROL OFFICERS**

**Resolution #14** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging Dave Maynard as the Dog Control Officer at the salary of \$9,364.00 for the year 2014 to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

**Resolution #15** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging Caroline Thompson as Assistant Dog Control Officer and set the hourly rate for the Assistant Dog Control Officer on an on call basis at \$ 8.16 per hour, to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

**HISTORIAN**

In accordance with Town Law, the Supervisor appoints Robert Kruger as Historian for the year of 2014 at the annual salary of \$5,822.34 to be paid monthly, effective January 1, 2014.

**RECREATION**

**Resolution #16** Motion was made by Councilperson Rose, seconded by Councilperson Baxter acknowledging Patty Jo Groenendaal as Recreation Director at the salary of \$32,393.00 for the year 2014 to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

**Resolution #17** Motion was made by Councilperson Baxter, seconded by Councilperson Maier authorizing the Hamlin Recreation Department to attend all State and County training sessions/conferences and/or meetings in 2014 as budgeted.

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

**BUILDING INSPECTOR/FIRE MARSHAL**

**Resolution #18** Motion was made by Councilperson Rose, seconded by Councilperson Maier acknowledging Chad Fabry as Building Inspector/Code Enforcement Officer per the Intermunicipal Agreement with the Town of Clarkson.

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

**Resolution #19** Motion was made by Councilperson Maier, seconded by Councilperson Rose acknowledging Chad Fabry as Fire Marshal per the contractual agreement.

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

**Resolution #20** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging Ronald Bragg as Deputy Fire Marshal, to serve at the pleasure of the Town Board.

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

**Resolution #21** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to set the pay rate for Deputy Fire Marshal at \$75.00 per incident responded.

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

**Resolution #22** Motion was made by Councilperson Rose, seconded by Councilperson Baxter authorizing the Hamlin Code Enforcement Department to attend all State and County training sessions for the year of 2014, as budgeted.

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

**Resolution #23** Motion was made by Councilperson Maier, seconded by Councilperson Rose to assign Civil Defense Director duties to the Building Inspector/Code Enforcement Officer/Fire Marshal for the year of 2014.

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

### **BANKS**

**Resolution #24** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to designate the Hilton Office of M&T Bank as depository for the Town of Hamlin accounts for the year of 2014 as follows:

1. General Fund
2. Highway Fund
3. Consolidated Water
4. Hamlin HRA Account
5. Payroll Account
6. Employee Trust Fund
7. Water Bond Account #408252
8. Cell Tower Escrow
9. Investment Disbursement Account
10. Hamlin Money Market

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

**Resolution #25** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier to authorize the Town Supervisor to check with all area banks for the best interest rate for investments.

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

### **SALARIES**

#### **HIGHWAY SUPERINTENDENT**

**Resolution #26** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to set the salary of the Highway Superintendent for the year 2014 at \$67,020.00 as budgeted, and to be paid by the Town of Hamlin in 26 pay periods and any compensation earned while performing services for the County of Monroe by the Highway Superintendent will be entered as Revenue received by the Town of Hamlin.

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

**PARKS SUPERINTENDENT**

**Resolution #27** Motion was made by Councilperson Baxter, seconded by Councilperson Goodrich to appoint Steven Baase as Park Superintendent for the year of 2013, and be paid \$4105.50 in 26 pay periods.

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

**SEWER SUPERINTENDENT**

**Resolution #28** Motion was made by Councilperson Rose, seconded by Councilperson Baxter to appoint Steven Baase as Sewer Superintendent for the year 2014 and to be paid \$4,717.03 in 26 pay periods.

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

**SECRETARIAL, CUSTODIAL AND RECREATIONAL RATES**

**Resolution #29** Motion was made by Councilperson Rose, seconded by Councilperson Maier to set the following salaries:

- |                                   |                             |
|-----------------------------------|-----------------------------|
| 1. Court Clerk 1 & 2              | \$8.00-\$19.97 range        |
| 2. Bookkeeper to Supervisor       | \$10.03 -\$19.97 range      |
| 3. Deputy Town Clerk              | \$8.00 -\$19.97 range       |
| 4. Custodian                      | \$8.00 -\$19.97 range       |
| 5. Clk.-typist & Clk. IV P.T.     | \$8.00 -\$19.97 range       |
| 6. Recreational Seasonal Position | \$8.00 -\$19.97 range       |
| 7. Court Officer                  | \$53.04 per regular session |
| 8. Court Officer                  | \$60.00 per DA session      |

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

**SALARIES OF TOWN SERVANTS**

**Resolution #30** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier setting the salaries as follows:

1. Supervisor - \$21,530.54 to be paid in a 26-pay period basis.
2. Deputy Supervisor - \$1,200.00 to be paid in 12 monthly payments.
3. Town Clerk - \$40,714.00 to be paid in a 26-pay period basis.
4. Deputy Town Clerk - \$1,500.00 to be paid in a 26-pay period basis.
5. Councilpersons (4) - \$7,028.09 each to be paid in 12 monthly payments.
6. Town Justices (2) - \$13,396.50 each to be paid in 12 monthly payments.

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

**ENGINEER**

**Resolution #31** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich acknowledging Chatfield Engineers P.C. as Engineer for the year 2014, per the existing agreement for engineering services, accepting the new 2014 Hourly Billing Rates. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**SECRETARY TO BUILDING INSPECTOR/PLANNING, ZONING AND CONSERVATION BOARDS**

**Resolution #32** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier setting an hourly salary up to \$12.40 for the Secretary to Building Inspector, Planning, Zoning and Conservation Boards for the year of 2014. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #33** Motion was made by Goodrich seconded by Councilperson Rose to establish a maximum 28-hour work week, with a minimum of 22 hours a week for the Building Inspector, 3 hours to be paid for each Support Board meeting and 3 hours of discretionary time to be used at the option of the Building Inspector. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #34** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging Cheryl Pacelli as Secretary to the Building Inspector/Planning, Zoning, and Conservation Boards. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**PLANNING BOARD**

**Resolution #35** Motion was made by Councilperson Rose, seconded by Councilperson Baxter to set the salaries of the Planning Board members for 2014, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

1. Chairperson - \$234.99 per regular monthly meeting attended.
2. Six (6) members each at \$122.79 per regular monthly meeting attended.

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

**Resolution #36** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to re-appoint David Wolfe to the Planning Board for the term to expire on December 31, 2020.

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

### **ZONING BOARD OF APPEALS**

**Resolution #37** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier to set the salaries of the Zoning Board of Appeals members for 2014, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

1. Chairperson - \$234.99 per regular monthly meeting attended.
2. Four (4) members each at \$122.79 per regular monthly meeting attended.

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

**Resolution #38** Motion was made by Councilperson Maier, seconded by Councilperson Goodrich to re-appoint Rocky Ellsworth to the Zoning Board of Appeals for the term to expire on December 31, 2018.

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

### **CONSERVATION BOARD**

**Resolution #39** Motion was made by Councilperson Goodrich, seconded by Councilperson Maier to set the salaries for the Conservation Board members for 2014, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

1. Chairperson - \$234.99 per regular monthly meeting attended.
2. Monroe County Environmental Management Council delegate - \$40.00 per County Meeting attended/paid semi-annually.
3. Six (6) members each at \$122.79 per regular monthly meeting attended.

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

**Resolution #40** Motion was made by Councilperson Rose, seconded Councilperson Maier to re-appoint Ed Evans to the Conservation Board for a two-year term, to expire on December 31, 2015.

Polled votes: Councilperson Baxter no, Councilperson Goodrich no, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters no. Motion not passed.

**Resolution #41** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to re-appoint Merritt Ackles to the Conservation Board for a two-year term, to expire on December 31, 2015.

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

**Resolution #42** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to appoint David Walch to the Conservation Board for a two-year term, to expire on December 31, 2015.

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

**Resolution # 43** Motion was made by Councilperson Baxter, seconded by Councilperson Goodrich to re-appoint Steven Rutherford to the Conservation Board for a two-year term, to expire on December 31, 2015.

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

#### **SUPPORT BOARDS**

**Resolution #44** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter authorizing Support Board Chairs to designate “Excused with Pay” any member’s absence due strictly to personal illness or family emergency.

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

**Resolution #45** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to set the maximum number of absences, whether “excused with pay” or “unexcused” for paid members of Support Boards as two during the year of 2014. Members who exceed two absences during the year 2014 must request reappointment for the following year or be replaced.

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

**Resolution #46** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose to require all paid Support Board members to complete a minimum of four (4) continuing education units during the year 2014, per Chapter 662, New York Laws of 2006. Members who fail to do so must request reappointment for the following year or be replaced.

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

**ASSESSOR**

**Resolution #47** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to appoint Candidate for Assessor Elizabeth Spencer full time employee with full Departmental oversight, with a salary of \$32,000.00 per year, to be paid over 26 pay periods. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**TAX COLLECTOR**

**Resolution #48** Motion was made by Councilperson Baxter, seconded by Councilperson Goodrich to reappoint Kathi A. Rickman as Tax Collector, and pay her the sum of \$4,406.00 as budgeted, to be paid in a 26-pay period basis for the year of 2014. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**ELECTION INSPECTORS**

**Resolution #49** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to set the salaries of the Election Inspectors for the year of 2014 as budgeted.

1. Chairperson - \$20.00/per election
2. Election Inspector - \$10.00/hr.

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

**Resolution #50** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose to set the compensation for schooling and testing at \$25.00 per year. Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**ATTORNEY**

**Resolution #51** Motion was made by Councilperson Rose, seconded by Councilperson Baxter acknowledging Ken Licht as Attorney to the Town for 2014 per the existing agreement for legal services.

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

**Resolution #52** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose acknowledging Ken Licht as the Attorney to the Zoning Board for 2014 per the existing agreement for legal services.

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

**TOWN CLERK TRAINING SESSIONS**

**Resolution #53** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose to authorize the Hamlin Town Clerk and Deputy Town Clerk to attend all State and County training sessions for the year of 2014 as budgeted.

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

**SENIOR CITIZEN COORDINATOR**

**Resolution #54** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to appoint Michelle Johnson as the Senior Citizen Coordinator from the recommendation of the Recreation Commissioners at a salary of \$300.00 per month for the year 2014, to be paid monthly.

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

**PRE-PAYMENT OF BILLS**

**Resolution #55** Motion was made by Councilperson Maier, seconded by Councilperson Baxter approving to prepay all utility bills including cell phone bills and postage for newsletter/brochure, postage meter rental, and refill postage meter.

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

**REVIEW OF TOWN POLICES**

**Resolution # 56** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging the annual review and approval of the Town of Hamlin Procurement Policies and Procedures per General Municipal Law Section 10 and 11.

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

**Resolution #57** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich acknowledging the annual review and approval of Town of Hamlin Workplace Violence Policy.

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

**Resolution #58** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging the annual review and approval of the Town of Hamlin Procedure for Waiving Fees.

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

**Resolution #59** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose acknowledging the annual review and approval of the Town of Hamlin Credit Card Policies and Procedures for the Town of Hamlin.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #60** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter acknowledging the annual review and approval of the Town of Hamlin Investment Policy.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**Resolution #61** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose acknowledging the annual review and approval of the Town of Hamlin Fund Balance Policy.  
Polled votes: Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

**PUBLIC OFFICIAL'S BOND**

**Resolution #62** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to acknowledge as sufficient, per Public Officers Law Section 11(2), the blanket undertaking covering Town Officers, Clerks and employees as set forth below:

1. Employees (including Clerks, Court Clerk and Town Officers and employees not prescribed below): \$25,000 limit, \$ 1,000 deductible.
2. Town Clerk/Tax Collector/Deputy Town Clerk: \$500,000 limit
3. Town Supervisor/ Deputy Supervisor/Bookkeeper/Assistant Bookkeeper: \$100,000 limit

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

**WORKERS COMPENSATION REPRESENTATIVES**

**Resolution #63** Motion was made by Councilperson Rose, seconded by Councilperson Maier to appoint Darlene Capamaggio to serve as Director for 2014 to represent the Town of Hamlin in making decisions per the Intermunicipal Agreement for UNYMWCP our self-insured compensation plan.

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

**Resolution # 64** Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter to appoint David Rose to serve as alternate Director for 2014 to represent the Town of Hamlin per the Intermunicipal Agreement for UNYMWCP self-insured compensation plan.

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

**Resolution #65** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose to appoint Steven Baase as Facilitator for 2014 for UNYNWCP to represent the Town of Hamlin at the safety steering meetings per the Intermunicipal Agreement for our self-insured compensation plan.

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

**Resolution # 66** Motion was made by Councilperson Goodrich, seconded by Councilperson Rose to approve Workman's Compensation claims of \$300.00 or less to be handled in house.

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

#### **LIAISONS FOR 2014**

**Resolution #67** Motion was made by Goodrich, seconded by Councilperson Baxter acknowledging Town Board Liaisons for 2014 as follows:

1. Supervisor Peters: Assessor, Attorney, Building & Grounds, BI/CEO Fire Marshal/Civil Defense, Board of Assessment, Historian, Media Reporting, Newsletter with Recreation, Town Engineer.
2. Councilman Baxter: Hilton-Parma Fire Department, Recreation, Security, Parks.
3. Councilman Goodrich: Ambulance, Dog Control Officer, Zoning Board of Appeals, Chamber of Commerce.
4. Councilman Maier: Auditing, Conservation Board, Hamlin Morton Walker Fire Department (Co-Liaison), Town Justices.
5. Councilman Rose: Highway/Drainage, Planning Board, Senior Citizens, Water, Hamlin Morton Walker Fire Department, Clerks, Library.

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

**ADVERTISE FOR PLANNING BOARD ATTORNEY**

**Resolution #67** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to advertize for an Attorney for the Planning Board, with applications due to the Town Clerk’s Office no later than January 24<sup>th</sup>, 2014 at 4pm.

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

**PURCHASE OF A1992 WITCO CHALLENGER LOWBOY**

**Resolution # 68** Motion was made by Councilperson Rose, seconded by Councilperson Goodrich to purchase a used 1992 Witco Challenger Lowboy trailer at the price of \$12,000.00 to replace the used lowboy trailer already owned.

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

**TRANSFER OF FUNDS**

**Resolution #69** Motion was made by Councilperson Baxter, seconded by Councilperson Rose to approve the following transfer:

| <u>From A/C</u>           | <u>To A/C</u>               | <u>Amount</u> |
|---------------------------|-----------------------------|---------------|
| DA-2665.00 Equip. Reserve | DA-5130.20 Machinery Equip. | \$12,000.00   |

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

**ADJOURMENT**

A motion was made by Councilperson Goodrich, seconded by Councilperson Maier to adjourn the meeting at 6:43pm as all business had been concluded.

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

Respectfully submitted,

Kathi A. Rickman, MMC  
Hamlin Town Clerk