

**Regular Town Board Meeting
April 14, 2014**

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

Present: Councilperson Jason Baxter, Councilperson Dave Rose, Councilperson Martin Maier, and Supervisor Eric Peters. Also present: Highway Superintendent Steven Baase, Interim Recreation Director Anke Applebaum, Library Director Kay Dennett-Hughes, Candidate for Assessor Elizabeth Spencer, and Town Attorney Ken Licht.

Residents: Rick Wright, Linda DeRue, James Nesbitt, and Jeromy Spencer.

PUBLIC FORUM

No one wished to speak. Supervisor Peters subsequently closed this forum.

APPROVAL OF THE REGULAR TOWN BOARD MINUTES OF MARCH 26, 2014

Resolution #130 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, approving the Regular Town Board meeting minutes of 03/26/2014 as presented.

Polled votes, Baxter aye, Maier aye, Rose abstain, Peters aye. Motion carried.

APPROVAL OF THE AUTHORIZATION OF PAYMENT OF BILLS FROM THEIR RESPECTIVE FUNDS

Resolution #131 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, requesting town board authorization to pay the bills from their respective funds.

Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

MONTHLY TOTALS			ABSTRACT 4
ACCOUNTS	VOUCHER#	AMOUNT	ACCOUNT TOTALS
General	2014-206 to 2014-207	249.55	
	2014-243 to 2014-290	29967.75	
Account Total			\$ 30,217.30
Library	2014-211	58.11	
	2014-214 to 2014-223	3681.11	
Account Total			\$ 3,739.22
Highway	2014-210	1572.14	
	2014-224 to 2014-242	23585.97	
Account Total			\$ 25,158.11
Sewer	2014-212	22.22	
	2014-213	57.07	
Account Total			\$ 79.29

Light			
Account Total			\$ -
Employees Trust	2014-204 to 2014-205	1393.66	
	2014-208 to 2014-209	17514.79	
Account Total			\$ 18,908.45
** Visa Charges			
**These are not included in the Grand Total			
GRAND TOTAL			\$ 78,102.37

MONTHLY TOTALS			ABSTRACT	2013
<u>ACCOUNTS</u>	<u>VOUCHER#</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>	
General	12288-12299	5370.37		
Account Total			\$ 5,370.37	
Library				
Account Total			\$ -	
Highway	12283-12286	12539.79		
Account Total			\$ 12,539.79	
Sewer	12281-12282	56.97		
Account Total			\$ 56.97	
Light				
Account Total			\$ -	
Employees Trust				
Account Total			\$ -	
Huntington Park				
Account Total			\$ -	
GRAND TOTAL:			\$ 17,967.13	

CORRESPONDENCE

- a. 4/11/2014 letter from Town Supervisor Eric Peters regarding the United Way campaign
- b. Hamlin Morton Walker Fire District meeting minutes dated 3/17/2014
- c. 4/7/14 email from Assemblyman Steve Hawley regarding utility bill increases
- d. ORPTS – Assessment Community Update (2014-15 budget) from the NYS Department of Taxation & Finance dated 4/8/2014
- e. NYSEG News Release dated 4/8/2014 regarding assistance with high winter bills
- f. NYS-DOH Public Hearing scheduled for 4/15/2014 regarding the state’s plan to extend its Medicaid Section 1115 Partnership Plan Waiver; notice dated 4/8/14

- g. 4/9/14 notice regarding the United Way Day of Caring (scheduled for 5/8/14)
- h. Letter dated 4/28/14 from Time Warner regarding merger with Comcast
- i. NYS & Municipal Facilities Program Project Notification Form regarding Town of Hamlin Library Construction
- j. Web-based Sediment Tools Training 6/30/2014
- k. Genesee/Finger Lakes Regional Planning Council trainings: Spring 2014 Regional Local Government Workshop 5/15/14; Unlocking Entrepreneurial Opportunities in your Downtown 6/18/2014
- l. Notice regarding the 4/10/14 meeting of the Monroe County Parks Advisory Committee
- m. 4/3/2014 Unison Newsletter: "AT&T receives FCC approval for buying Leap Wireless"
- n. Registration Form for Spring Local Government Workshop 5/15/2014
- o. Hamlin Dog Shelter Monetary Donations in Memory of Craig Goodrich spreadsheet
- p. Memo dated 12/13/2013 "Summary Statement – 2014 Monroe County Budget" – summary statements and tax levy computation
- q. Invitation for "Celebration of Hope – 35th Anniversary of Shelter" luncheon 5/14/2014
- r. 4/2/2014 letter from Time Warner Cable regarding developments affecting subscribers in the Western NY Division
- s. 3/20/2014 letter from NYS DOT regarding planning superstructure rehabilitation or structure replacement of identified bridges.
- t. Hamlin Public Library Trustees March Meeting Minutes 3/5/2014
- u. 3/31/2014 email from RMCYB regarding re-appropriation included for youth development program and ANYSYB membership update
- v. Notice for seminar on 4/30/2014 "Paved with Gold: The High Cost of Highways in NY"
- w. 3/25/2014 email from Building Inspector/Code Enforcement Officer Chad Fabry regarding Engineer Fees
- x. Introductory email dated 3/26/2014 from Rob Westcott/Eagle Builders re: "Sandy Creek Shootout"

APPROVAL TO AUTHORIZE THE RENAMING OF THE HAMLIN DOG SHELTER AS THE CRAIG A. GOODRICH DOG SHELTER.

Resolution #132 Motion was made by Councilperson Maier, seconded by Councilperson Baxter to authorize the renaming of the Hamlin Dog Shelter as the Craig A. Goodrich Dog Shelter. Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

APPROVAL TO AUTHORIZE THE PAYMENT OF THE INTERIM RECREATION DIRECTOR A SALARY OF \$537.93/PAY PERIOD BEGINNING APRIL 6, 2014 UNTIL SUCH TIME AS A NEW RECREATION DIRECTOR IS APPOINTED.

Supervisor Peters stated that this came as a recommendation from the Recreation Commission.

Resolution #133 Motion was made by Councilperson Baxter, seconded by Councilperson Maier to authorize the payment of the interim recreation director a salary of \$537.93/pay period beginning April 6, 2014 until such time as a new recreation director is appointed. Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

APPROVAL TO RESURRECT THE EXTRA MILE PROGRAM AND TO SOLICIT THREE (3) VOLUNTEERS TO FILL THAT COMMITTEE.

Supervisor Peters indicated that The Extra Mile Program has in the past been an on-going program to recognize Hamlin residents who have displayed an extraordinary act of kindness, done a good deed, or made a large contribution to the Town of Hamlin. This program has been idle since 2009 and he would like to solicit three (3) volunteers to fill that committee. Normally that committee is the Supervisor, the Recreation Director, and three (3) volunteers and they go through submitted applications. There has been a move for somebody to receive that award but without having any way to facilitate that he wants to make sure that it's done correctly and process is followed. Councilperson Rose stated that he thinks it's a good idea.

Resolution #134 Motion was made by Councilperson Rose, seconded by Councilperson Maier to resurrect the Extra Mile Program and to solicit three (3) volunteers to fill that committee. Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

APPROVAL TO ACCEPT THE BID FROM EMPIRE FENCE TO INSTALL THE FENCE AT THE DOG SHELTER AND TO BE PAID FROM HAMLIN DOG SHELTER DONATIONS.

Councilperson Rose inquired of Highway Superintendent Baase whether the fence is to be inside or outside, and Superintendent Baase responded "outside." Superintendent Baase added that the DCO wants to go from where the overhead door is on the west-side to the north/grassy area behind the building. Councilperson Baxter added that there was quote from Empire Fence who came in with the same price for labor and fence as the other company came in with just the cost of the fence. Councilperson Baxter added that labor is \$1,150.00 and the total for material is \$1,375.00, at a total cost of \$2,525.00. Councilperson Rose asked if the fence was going to be placed tight to the ground or if any other provisions were in place to stop the dogs from digging underneath it, and Superintendent Baase responded that the area is not supposed to be used by the dogs unattended – they will be supervised at all times.

Resolution #135 Motion was made by Councilperson Baxter, seconded by Councilperson Maier, to accept the bid from Empire Fence to install the fence at the dog shelter and to be paid from Hamlin Dog Shelter donations. Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

DISCUSSION

- Supervisor Peters brought up the topic of the Maier Lodge Fees and possibility of waiver for certain organizations. He indicated that we have a waiver of permit fees in our policies and procedures, but nothing for waiver of lodge fees. Supervisor Peters stated that we should explore and create a list of organizations that may be considered exempt and eligible for waiver, as well as put this information in our policies/procedures to ensure consistency. Councilperson Rose stated the Town Clerk should have that list for when rental inquiries arise. Councilperson Maier indicated that the proposal sounded "all right" and that they should decide who to put on the list and vote on it every year. Town Supervisor Peters offered to put such a list together.
- Councilperson Baxter indicated that he is looking into Time Warner Cable regarding the email from Deputy Town Clerk Christine Spiers about service issues and how exceptionally slow the service is. He checked on the bill to determine exactly what service we are paying Time Warner for, and determined that it is not a substantial amount since it covers the Town Hall, Historian, and the Court. He stated that the standard on Time Warner is 15 but the Town is only at 7. The upload speed being used is slower than that at his residence! It's pretty slow running ten (10) computers all off the same network. Town Supervisor Peters stated it's being used more often with all the information that's accessible off the internet and things that need to be downloaded as

PDF's. Candidate for Assessor Liz Spencer indicated that she spoke with Chris Lyons, the Assessor in the Town of Clarkson, who advised her that their internet speed is over double what the Town of Hamlin has right now. Chad Fabry/Building Inspector stated that much of the holdup is due to the existing equipment in the Town Hall and that we really need better hardware. Town Supervisor Eric Peters stated that full equipment upgrade is too pricey for the town right now. Jason Baxter suggested looking into increasing the speed and offered to take the lead looking into options, which was generally agreed upon.

Town Councilperson Jason Baxter reported:

- The Hamlin Volunteer Ambulance still needs volunteers; they have two candidates right now who have both had favorable interviews. HVA will also start printing fundraising slips like they did last year for the September fundraiser. There will only be 1,000 tickets. They have received 128 calls for service year-to-date, with 42 of those calls in March 2014. They ran into the issue with Windows not supporting Vista anymore so they've also updated some computers.
- The Recreation Commission had a meeting 4/8/14 and he and Town Supervisor Peters attended. They have 17 members in their Hamlin youth group. The Commission voted to keep the Recreation Director position as a full time position at a yearly salary of \$32K, but it hasn't been advertised yet. The ad will be running for two weeks with a cutoff date of 5/2/14 at 4:0pm. The Commission also passed a resolution for an Interim Director and their next two meetings in June and July will be at 7:00pm.
- Dog Control had 6 calls for the month, which is pretty quiet, but they've had a busy month overall. There were 7 surrenders and 5 dogs at large in the community as well. They raised \$860.00 in kennel fees for the month and for housing 1 dog from the Town of Parma (kennel fees for that dog were \$250.00).
- The Hamlin-Hilton-Parma Fire District is in the process of switching their accounts from Bank of America to M&T in Hilton and is in transition. They will have flyers soon to submit about volunteers; Councilperson Baxter indicated he spoke with them about putting this information on the Town's Facebook page.
- The Hamlin Exempts have their Potato Pancake signs out and Councilperson Baxter stated he took a picture of one and put it on the Town Facebook page in response to an inquiry about the community calendar; he hoped the other council members didn't mind that he did that. Councilperson Maier stated they didn't mind. Councilperson Rose stated he would like to see a community calendar, since it would stop a lot of overlapping.

Town Councilperson Martin Maier reported:

- The Fire District had 188 calls YTD; they've been pretty busy.
- Morton Fire Department project is still on course. They're opening bids this month (around May 19th) and plan to start their project late in June or July of this year.
- The Conservation Board will be giving trees away on 4/19/14 from 9am-12noon in the Town Hall Parking Lot. They also have three (3) new board members.

Town Councilperson David Rose reported:

- On 5/3/14 the Lions Club will host a Casino Night to raise money for a person in town who needs a double lung transplant. Tickets are being sold through the Lions Club members. They are trying to raise money for a person in town who needs a double lung transplant and has to go out to the Cleveland Clinic for this procedure. It's very costly.
- The Senior's group had 78 members present at the last meeting. There is a 5-day trip booked already, and they are going to Cape Cod for five (5) days in September. This trip is not set up by the Town but instead is coordinated by a group of the senior citizens themselves. It usually takes

2-3 months to fill but the bookings were filled in 1-month! 39 seniors are signed up for the 3-day Auburn trip in May.

- In reference to the Hamlin Planning Board, the application from Phil Wegman seeking preliminary commercial site plan from the Town for small engine repair business; he wants to start this in the back building and also wants to start selling lumber which Councilperson Rose feels would be a benefit for the Town. The small engine repair business was approved but he will need to come back next month to seek approval to sell lumber.
 - Mark, James, and Nick Breslawski had a lot line adjustment which was approved.
 - Robert Black had preliminary final approval for subdivision located at 1407 Parma Town Line Road.
 - Karen and Dennis Howe had a preliminary for subdivision to subdivide off the house is going to hearing in May.
 - Robert Manfield seeking a preliminary final was tabled.
- The Library is coming along fine; everyone is astonished at how quickly it's going up. Tomorrow night there will be a review for the interior finishes where they will be picking out the colors, etc. The contractor is planning to turn the building over in August. Councilperson Rose stated that he believes everyone is aware that Senator Joe Robach gave another \$100,000.00 towards the project. Councilperson Rose stated that with the money he hopes that a mover can be hired to move all the books from the old library to the new location. Kay Hughes-Dennett/Librarian stated that they have the money in the budget for a mover but they may use some of the money for interior improvements such as new shelving. She stated that they will need to move approximately 27,000 books. Councilperson Maier inquired if they will be purchasing tag readers for when people borrow the books but Librarian Dennett stated that it would cost approximately \$60,000.00 to tag all the books currently shelved in the library. Librarian Dennett stated that she would like to get stanchions by the doors, though for the AV selection and any new books. Councilperson Rose stated that the Trustees have set up the first Wednesday of each month for their monthly meeting, and in between there's various meeting to discuss progress on the library.
- On 4/22/14, there will be a community meeting regarding Strong West at the A.D. Oliver Middle School in Brockport. The purpose will be to brief the public on what's happening at the hospital. Strong West is also waiting on state approval for the emergency room. They have the permit from the state for the ambulatory and they're updating (3) three operating rooms. Along with that, there will be some rooms if someone has an outpatient operation and has to stay the night they'll have somewhere to be monitored by the medical staff. They're also waiting for the state's approval for the emergency room; the permit application is in but they couldn't submit the two together. Overall it's looking great and all are optimistic that we'll soon have it all operational.

Deputy Town Clerk Christine Spiers reported:

- Nothing to report. The Town Clerk has been on vacation and the office has been hectic but fine.

Highway Superintendent Steve Baase reported:

- They are in the process of painting the plows, trying to get some of the equipment in from the back barn, fixing some of the yards in the housing tracts damaged during the winter, and the kennels are almost done.
- The fishing docks are all in – the DEC called and wanted them completed.
- They've been working on the library; the Morton building is a "frog pond." They are supposed to put drainage in around the building and they've been digging trenches and pouring stone. Supervisor Peters inquired whether they are going to be able to do that, and Superintendent Baase stated they can do it around three (3) sides but they are asking for all four (4) to be done. The Highway Department is trying to get them in three (3) feet deep but they can't bring it out

towards the road; they've got to bring it around back. The workers are in mud up to their knees in mud every day. The pipe required to do this will cost \$2,000.

- The State has set aside \$40,000,000 for pothole repair. The Town should receive approximately \$7,700 this year from the state. The only problem is that the state tied it in with CHIPS funds – this is a 10-year program and you can't use the CHIPS money for anything but 10 year programs. So the problem is they can't patch the potholes with that money but you can use the money you already had set aside for pothole repair and other projects then can swap funds around to get the job done. The only benefit is that they guarantee you can use the other funds and use the CHIPS funds to replace what you had to spend.
- The Highway Department has been busy cleaning up; it's been too wet to get all the snowfences taken down. There's 4-6 trucks that have been prepared for freezing rain tomorrow if needed.

Building Inspector Chad Fabry reported:

- Reviewing the last leg of the Country Creek subdivision.
- Has been reviewing the plans for Strong West with Brockport Code Enforcement; it's quite an undertaking, in the 6-7 million dollar range. Councilperson Rose stated that it's definitely needed, and Inspector Fabry stated that it's going to be much nicer than what they've previously had. While it won't be as many services, it will be a much nicer facility.
- He did a footing/framing inspection of the library today – this was a second inspection. He praised the workers stating “this crew is a well-oiled machine – they only missed one (1) screw out of probably 10,000.”
- Since there's no snow to hide anyone's junk on their property, they're getting a lot of calls from neighbors complaining about neighbors.
- Beehler has had two (2) new starts.
- Regarding the upgrades to the trailer park on 4500 Roosevelt Highway– he is going to insist that the new owner get the roads graveled before he gives him a C of O. Councilperson Rose stated that it will be nice to see all the upgrades because it was falling into a state of disrepair. Inspector Fabry stated that their road exits onto a state road, and you can't go any faster than 5-6 mph through there.

Interim Recreation Director Anke Applebaum reported:

- She wanted to make a correction to the weekly vs. pay period amount for the approved interim salary, stating that her understanding was the \$537.93 was per week, not per pay period. Supervisor Peters stated that the pay period is actually per week, but he would make sure all was correct.
- The Easter Egg Hunt went well. They had a lot of people and actually had to turn people away; some people showed up without pre-registering even though it had been advertised as an event that the public had to pre-register for.

Library Director Kay Hughes-Dennett reported:

- She felt that the Councilperson had accurately summed up the library site.
- She also expressed her gratitude to the Town Board members who assisted with their Spaghetti Dinner fundraiser. Supervisor Peters stated that he observed a “pretty good turnout” and Librarian Hughes-Dennett stated that they had a lower number of walk-ins but many attendees had prepaid.
- Councilperson Maier inquired about how the library was making out regarding the discrepancy/problem that was in the records about the money (the Special Fund Balance). Librarian Hughes-Dennett stated “you make it sound so terrible ...” she “did it three different ways.” She stated that the personnel line and everything she submitted/the personnel line and everything she got back ...those numbers were within \$200.00 of each other and on the Statement

of Expense the line was about \$27,000 so they're "going with the \$200 off and that sounds reasonable to me." She stated that she doesn't know if she should ask for it to be transferred at this stage of the game but she could do that. She could ask for money from 2013 to be transferred to the Library Special Project Fund which has been done every other year there's been a problem. Supervisor Peters stated that they're working on their Annual Update document and are trying to close the year out so they should pull the books out and make sure we've got all the figures exactly. Librarian Hughes-Dennett stated that she's already had a chance to look at it and it looks like her numbers and the voucher numbers in the payroll all look all right. Councilperson Rose interjected about someone speaking to Carolyn about it and Librarian Hughes-Dennett stated that she was looking at the expenditures about it and "whoa – hallelujah, I didn't spend all that money and I can use it in the new building!" She then said it was nice that they agreed on the other numbers. Supervisor Peters and Councilperson Rose very briefly interjected about a possible resolution on this matter.

Hamlin Volunteer Ambulance Manager Rick Wright reported:

- The Hamlin Volunteer Ambulance still has \$75K to go to be able to purchase their new ambulance. The fund currently sits at \$53K and they need about \$135,000 all together. The issue is becoming critical since they recently could not get the rig into gear at a call.
- They just lost two (2) more members but have (2) more prospects. The Board inquired if training had changed very much and how response time was affected with the closing of Lakeside ED and having to travel to Greece, and Manager Wright stated it greatly affected their response and return time.
- They had a 43% response rate for the month of March, with 160 calls YTD.

Candidate for Assessor Liz Spencer reported:

- She has been busy working with exemptions; there were 144 who didn't go back into the state register, with 20 on the list who either passed away or moved, so about 124 could actually use it. She stated that she tried to contact most of the people on the list to advise them of this issue.
- 506 homes eligible on 3 manufactured parks.
- 3,181 residents who could get STAR exemption. There are 1,853 with BASIC STAR, 475 with Enhanced STAR, 301 Agricultural exemptions, 182 Limit Sr, and 9 Clergy. So, more than half are getting the exemption.
- All her exemptions will be done by the end of this week, and the re-assessment letters will be going out by the end of next week.

Town Attorney Ken Licht reported:

- Nothing to report.

REPORTS: Town Supervisor Eric Peters

- Another Town Supervisor meeting was held last Friday, and the County Executive again appeared – second meeting in a row. She had originally projected that the Property Tax cap would be "dead on arrival" when in fact it DID pass in the budget. The Towns overall are disappointed in the budget.
- All the Town Supervisors are waiting to see how to address the shared services requirement. There was a discussion about the possibility of credit for shared services. Downstate would qualify for a hefty rebate. Supervisor Peters indicated they are not sure how that suggestion will be received. Right now it has absolutely no benefit to us. The state is not sure how the program will be implemented, whether it will be all at once or in phases. The primary issue is that we will not get credit for any of the prior consolidations we've put in place. There is a question about if there is a break in service and then that service restarts if they will receive credit

for it at that time to allow for a rebate. Essentially, we would look at our agreements, terminate according to the expiration dates, then restart. There's no concrete answer whether this would be acceptable or not.

- He met with two (2) representatives from RG&E – the people who post the public notifications - and requested a coverage map of Hamlin, including the lakefront. A concern about availability of propane being spotty, and the cost being quite high. RG&E, National Grid claims this is just an anomaly and that it's high for a few months then will return to normal; it is hoped that this is the case.
- He met with the Clerk of the Works, Charlie Hungerford, and Carolyn Hungerford was also there. They had a discussion about the library and how much they have invested in it at this point. They also discussed the insurance and the need to have a builders risk policy; they will need to ensure that they get one in place. Right now there's a gray area: we bought the materials but it's not really covered because it's not a building. The contractors are all covered under their own insurance but they don't cover materials so if anything happened there could be a liability issue.
- The Dog Shelter expansion ribbon cutting is scheduled for 5/17 at 1:00pm. Assemblyman Steve Hawley and Congressman Chris Collins are scheduled to be there. He has not heard from Senator Joe Robach yet about his ability to be present at the opening but is optimistic that he will be there.
- He received a letter regarding board members who completed the four (4) hour training on land use decision making and it covers their CEU requirement so they are current.

ADJOURNMENT

Motion to adjourn was made by Councilperson Maier, seconded by Councilperson Baxter to adjourn the meeting at 7:38pm as all business had been concluded.

Polled votes, Baxter aye, Maier aye, Rose aye, Peters aye. Motion carried.

Respectfully submitted,

Christine Spiers, M.S.
Hamlin Deputy Town Clerk