

Hamlin Town Board Meeting
July 13, 2015

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 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. The Supervisor asked if everyone would please keep the family of Bob Kruger in their hearts.

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

Also present: Highway Superintendent Steve Baase, Deputy Town Clerk and Senior Citizen Program Specialist Michelle Johnson, Lawyer Ken Licht, Librarian Kay Hughes-Dennett, Tom Maier Fire Marshal, Building Inspector Cheryl Paccelli and Recreation Director Anke Applebaum.

Residents: Dottie Butcher, Cindy Lutwiller, Laurie Goltermann, Jack Prince and Laraine Vetter

PUBLIC FORUM

Cindy Lutwiller from 5756 West Wautoma. She indicates seeing an agenda item that she does not understand and would like to be allowed to ask questions if she has any. She is concerned that the agenda item may get passed and cause the residents to pay higher fees with the Cable Special Projects Reserve Fund being established. The Supervisor explained that this is just for bookkeeping purposes and the results from the recent audit to make sure that we have motions around the funds that are set up and it will not affect the residents with any fees.

Laurie Goltermann who owns 1712 Lake Road, which Jeffrey White is renting from her for a car repair business, wanted to address the board about her concerns of trying to get this business up and running. They were about to approve the business at the last Planning Board meeting and then it got tabled since a couple of the board members decided they wanted to go on a site visit first. She appreciates all the help that Liz the Assessor and Cheryl the Building Inspector has given her towards this project. Her complaint is with how the Planning Board is handling this situation. She does not understand what they need and also if they are the only business that they have asked for a site visit after they have completed all the tasks they have been given to do. She would like it in writing that before the Planning Board has approved businesses that they have always asked for a site visit like this to prove that they are being treated fairly in this situation.

Laurie Goltermann also wanted to ask the Town to please put in place a law so that neighbors can not deter draining of water into other neighbor's property. Her neighbor originally was going to put a pipe in to fix the problem but then decided not to. Due to the fact there is no law to hold them to there is nothing the Town can do. The Lawyer indicated that it can be taken as a private right of civil action and they can contact their lawyer regarding it.

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

APPROVAL OF MINUTES

Resolution #139 Motion was made by Councilperson Rose, seconded by Councilperson Goodrich, requesting Town Board approval of the regular Town Board meeting minutes of June 24, 2015.

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

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #140 Motion was made by Councilperson Baxter, seconded by Councilperson Maier and Rose requesting the Town Board approval of the authorization of payment of bills from their respective funds.

MONTHLY TOTALS **TOWN OF HAMLIN** **ABSTRACT: 7**

<u>ACCOUNT</u>	<u>VOUCHER#</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>
General	2015-741 to 2015-742	431.89	
	2015-790 to 2015-850	20690.04	
Account Total			\$ 21,121.93
Library	2015-743 to 2015-744	159.04	
	2015-756 to 2015-768	4360.93	
Account Total			\$ 4,519.97
Highway	2015-769 to 2015-789	14431.76	
Account Total			\$ 14,431.76
Sewer	2015-754 to 2015-755	2542.90	
Account Total			\$ 2,542.90
Huntington Park	2015-753	1224.00	
Account Total			\$ 1,224.00
Consolidated/Hml.Ken.# 5	2015-752	11125.00	
Account Total			\$

11,125.00

Employees Trust			
	2015-676	1231.50	
	2015-739 to 2015-740	25080.62	
	2015-745 to 2015-747	2267.12	
	2015-790	1205.89	
Account Total			\$ 29,785.13
Visa Charges	Tops Markets	97.84	
Tops Charges			
Account Total			\$ 97.84
ADP Charges		166.30	
		270.90	
Account Total			\$ 437.20
GRAND TOTAL			\$ 85,285.73

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

SUPERVISOR'S MONTHLY REPORT HAS BEEN ACKNOWLEDGED AND FILED

CORRESPONDENCE

- a. Route 19 over Sandy Creek in Hamlin to close
- b. Monroe County Sheriff's Office C Zone – June 27, July 1 & July 8
- c. NYSEG/RGE News Release
- d. June 2015 HR Focus
- e. Food Service Program
- f. Former Vacuum Oil Refinery Site
- g. Explore Monroe
- h. TWC Joins New Initiative to Improve Energy Efficiency for Broadband Equipment
- i. Weekly Weather Brief from NWS
- j. Time Warner Cable July 1 Programming Notice
- k. ASCC Monthly Newsletter for July
- l. NYSLRS Employer E News
- m. Proposed FLSA Amendments
- n. MCFAB 7/13/15 Meeting Minutes
- o. Monroe County Parks – swimming at Ontario Beach is now open

- p. Lake Ontario Riparian Alliance Newsletter
- q. Common Misconceptions Regarding Big Data, Analytics
- r. Letter from Justine Jensen asking for re-appointment

ADOPT LOCAL LAW 6 TO PERMIT KENNELS

Resolution #141 Motion was made by Councilperson Rose, seconded by Councilperson Maier requesting Town Board to adopt a Local Law to permit kennels as a permitted use with a Special Use Permit in certain Zoning Districts in the Town of Hamlin.

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

APPROVE REVISED HAMLIN SENIORS BY-LAWS

Resolution #142 Motion was made by Councilperson Rose, seconded by Councilperson Goodrich requesting Town Board to approve the revised Hamlin Seniors By-Laws.

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

INCREASE WOKERS COMPENSATION RESERVE FUND

Resolution #143 Motion was made by Councilperson Maier seconded by Councilperson Baxter Requesting Town Board resolution to increase The Workers Compensation Reserve fund to \$250,000.00. The Workers Compensation plan administrators recommend a minimum of \$250,000.00 in reserve to protect the Town from a catastrophic injury. The money to increase the fund would continue to be realized from the refund from the Workers Compensation Plan. Workers Compensation Reserve is under Section 50 [4] of the Workers Compensation Law. This Resolution will replace #138 of May 31, 2005 of the Hamlin Town Board.

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

RESTATE THE HIGHWAY EQUIPMENT RESERVE FUND

Resolution #144 Motion was made by Councilperson Maier, seconded by Councilperson Rose Requesting Town Board resolution to restate the Highway Equipment Reserve fund.

RESOLVED, that pursuant to section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as "Equipment Reserve Fund". The purpose of the fund is to accumulate moneys to finance the cost of equipment. The type of equipment to be financed from the fund is the acquisition of equipment.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the fund is established. No expenditures shall be made from this fund without the approval of this governing board and such additional actions or proceedings as may be required by section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of section 6-c.

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

ESTABLISH THE HIGHWAY BRIDGE RESERVE FUND

Resolution #145 Motion was made by Councilperson Rose, seconded by Councilperson Maier Requesting Town Board resolution to establish the Highway Bridge Reserve Fund.

RESOLVED, that pursuant to section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as "Bridge Reserve Fund". The purpose of the fund is to accumulate moneys to finance the cost of replacing bridges in the Town Of Hamlin. The type of capital improvement to be financed from this fund is the reconstruction of an existing bridge.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the fund is established. No expenditures shall be made from this fund without the approval of this governing board and such additional actions or proceedings as may be required by section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of section 6-c.

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

ESTABLISH THE CABLE SPECIAL PROJECTS RESERVE FUND

Resolution #146 Motion was made by Councilperson Baxter, seconded by Councilperson Maier Requesting Town Board resolution to establish the Cable Special Projects Reserve Fund. RESOLVED, that pursuant to section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as "Cable Special Projects Reserve Fund". The purpose of the fund is to accumulate moneys to finance the cost of capital projects that are designated as special projects by the Hamlin Town Board that arise from time to time that require action on short notice and may fall outside the normal budgeting process. The money to increase the fund would be realized from The Franchise Fee received by the Town from Time Warner Cable. The type of capital improvement to be financed from this fund is determined by the Hamlin Town Board.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the fund is established. No expenditures shall be made from this fund without the approval of this governing board and such additional actions or proceedings as may be required by section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of section 6-c.

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

RELEASE OF EASEMENT

Resolution #147 Motion was made by Councilperson Rose, seconded by Councilperson Maier To grant a release of easement according to following letter from the Vettors. Polled Votes:

Councilperson Baxter aye, Councilperson Goodrich aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

RELEASE OF EASEMENT AND AGREEMENT

WHEREAS, the **TOWN OF HAMLIN** is a municipal corporation, having its principal place of business at 1658 Lake Road, Hamlin, New York 14464, and

WHEREAS, **LARAIN M. VETTER**, is the owner of property located at 38 Walker Road, (Tax Account No. 023.03-1-16), Hamlin, New York 14464

WHEREAS, a frame shed, that was formerly a blacksmith shop, was inadvertently included within the boundaries of a utility easement granted to the Town of Hamlin for the installation of a water main along Walker Road, and

WHEREAS, the utility easement from Richard J. Vetter and Laraine M. Vetter to the Town of Hamlin, was recorded on January 8, 1980 in the Monroe County Clerk's Office in Liber 9101 of Deeds at Page 432, and

WHEREAS, the water main has been installed along Walker Road within the easement area, however not under the frame shed, and

WHEREAS, the Town is willing to release, grant, and convey the portion of this easement which is situate under the said frame shed as is

WHEREAS, the Owner is desirous to accept the conveyance and release of this portion of the easement from the Town.

NOW, THEREFORE,

In consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration the Town of Hamlin does grant, convey, devise, release, remit, and quit claim to LARAIN M. VETTER, her successors, and assigns, forever, a portion of the easement as previously described and designated. This conveyance is hereby granted pursuant to approval of the Town of Hamlin Town Board by resolution adopted on July _____, 2015, and is described as follows:

ALL THAT TRACT OR PARCEL situate in the Town of Hamlin, County of Monroe, and State of New York, known as 38 Walker Road, Hamlin, New York, more particularly described as follows:

Beginning at a point, said point being the southeast property corner of Tax Account # 023.03-1-16,

Thence, Northerly seventeen feet, more or less, to a point at the south wall of the frame shed, said point being the point and place of beginning of the portion of the utility easement to be released,

Thence, continuing Northerly along the east line of the utility easement, three feet more or less to the northeast corner of the said utility easement granted to the Town of Hamlin, recorded in Liber 9101 of Deeds at Page 432,

Thence, Westerly along the north boundary line of the aforesaid utility easement, twenty-seven feet more or less to the westerly wall of the frame shed,

Thence, Southerly along the west wall of the frame shed, three feet more or less to the southwest corner of the frame shed,

Thence, Easterly along the south wall of the frame shed, twenty-seven feet, more or less to the point and place in the south wall of the frame shed where the east line of the utility easement intersects the south wall, said point being the point and place of beginning for the portion of the utility easement to be released.

REAPPOINT JUSTINE JENSEN TO CONSERVATION BOARD

Resolution #148 Motion was made by Councilperson Rose, seconded by Councilperson Goodrich requesting Town Board to reappoint Justine Jensen to the Conservation Board after missing 2 meetings due to unavoidable family matters, and with the Chairman of the Conservation Board's approval of the reappointment .

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

The Recreation Commission sent a letter requesting the appointment of the 2 applicants that applied for the open positions. The Supervisor indicated that he did not feel comfortable approving the appointments without receiving the paperwork and having interviews as a board of the applicants.

DISCUSSION

Councilperson Rose received 3 quotes for the new Town Pick-up Lease. They were very similar. There was a sale that Councilperson Maier will look into first to see if it is a better deal before we make a decision.

Councilperson Goodrich asked why we did not have a Farmer's Market this year. The people that were coming were not making any money and with all the competition with the new businesses selling produce now, it was not practical.

REPORTS

Councilperson Baxter reported on the following:

- Dog Control – The new expansion open house will be held on August 22. There are a few things that need to be done to complete it, but almost finished.
- Hamlin Ambulance – They are continuing their Lotto Fundraiser as they are still pursuing a new ambulance. They are having trouble covering all their calls. Their driveway is getting sealed this week.
- Hilton Parma Fire District – Carnvial this week with the Marshal Tucker Band being on Wednesday night.

Councilperson Goodrich reported on the following:

- Dog Control – The shelter is looking for more volunteers and they now have new open hours.
- Zoning – She was unable to attend the last ZBA meeting. They discussed proposals for vacant building laws at the last zoning workshop in June and this will be further discussed at the next workshop to be held in September.

Councilperson Rose reported on the following:

- Planning Board – National Grid would like to put in another generator to help with the brownouts. A couple other things were tabled.
- Seniors – Thank you for passing the By-laws. They worked a couple months on them and things are worded so much better to help the group function smoother.
- Hamlin Morton Walker Fire District – It is an issue for the emergency vehicles to get through the roads where fireworks are being displayed on 4th of July. They had a call this year and could not get through the roads on Highview. We need to consider putting up signs or making a law for that day for parking so that it does not keep emergency vehicles to get through.

Councilperson Maier reported on the following:

- Hamlin Morton Walker Fire District – He also had heard about the issue on the 4th of July. There were some bad accidents this month they had responded to. They also responded to the call where we lost Bob Kruger.
- Conservation Board – Steve Rutherford was appointed as the Vice Chairman of the Fish Advisory Board. There are some issues that they need to do some site visits to.

Town Clerk Kathi Rickman reported on the following:

- A sales representative came to show samples of what a new sign would look like out front. Councilperson Maier was at the presentation. We are waiting on a quote from them.

Highway Superintendent Steven Baase reported on the following:

- Now that the weather has broke they are getting caught up on items.
- They have been working on the Hilton School Projects.
- They are helping out Parma and Sweden with some of their projects.
- The Hamlin Center Road work is completed. The County equipment broke so they had workers raking behind it, which was not very efficient but had to be done.
- They are helping the County with the roads they have to do on a project.
- Bradford Manor is an on-going construction project they are working on.
- He asked if we could make sure that without having a second meeting in the month of July and August that we are mindful of the due dates so that we don't cost the town money in fees for paying late. He really feels the second meeting a month helps to keep things current and saves the Town money and he does not want to see that go away with the lack of a second meeting during the summer months.
- It was brought to Supervisor Peters that there is graffiti on the benches in the play ground and he asked that if there is, to please get it cleaned up or painted over.
- The Huntington Park sign will be going up in the next week or so.

Building Inspector, Cheryl Paccelli reported on the following:

Building permits issued this month for the following: 27

Addition – 1

Fence – 6

Solar – 2

Deck – 3

Shed – 2

Roof – 5

Renovation – 3

Sign – 1

New Home – 1

Barn – 1

Temporary Use – 1 Brightly home per engineer report.

Total revenue from Building Permits: \$1,472.46

Other Fees received:

Zoning/Planning Public Hearing Fee – \$450.00

Total revenue for Building Department - \$1922.46

Phone calls into office - 219

Complaints: Letters sent out

812 Walker Lake Ontario Rd – Unsafe buildings; Brush Grass, Rubbish & Weeds.

78 Rail Road Ave. – Junk cars & Trash.

19 Blossomdale Circle – No fence permit.

2006 Brick Schoolhouse Road - No permit for porch.

10 Fox Hollow – Lawn
8 Fox Hollow – Lawn
401 Walker Lake Ontario Rd – Junk/Trash at road
58 Curtisdale Lane – Lawn
168 Walker Lake Ontario Rd – Junk Cars.
6344 Shore Acres – Junk Car, Junk in driveway.
6341 Shore Acres – Junk Cars
47 Ketchum Road – Lawn (On Town mowing list, no response from letter or voicemail message)
2997 Brick Schoolhouse Rd. – Lawn (On Town mowing list)

Letters sent out to Banks

1981 Lake Road – Complaint received, Bank states that they are maintaining the property and they have an agent who inspects it weekly for violations. At this point there are no violations.

1396 Lake Road – Complaint received. The bank has issued a reference number.

58 Hillcrest – Complaint received – Bank states that they are maintaining the property. They do not own it as of yet. They are maintaining the property. Responded that there is a full, covered, unattended AG pool in back yard that is a safety hazard.

*1404 Brookedge

*44 Greenridge

*122 Hidden Creek Lane

*25-27 Rose Circle

*172 Hidden Creek Lane

*2819 Roosevelt Highway

*252 Westphal

*99 Close Hollow

*6290 Shore Acres – water shut off

*2001 Clarkson Parma TL Rd

*28 Downs Meadow Court

*74 Close Hollow

*4190 Brick Schoolhouse Rd

*776 Wiler

*5721 W. Wautoma

*49 Greenridge Crescent

*Letters sent to homeowners and/or mortgage institutions; waiting for response.

15 Fox Hollow – vacant rental property – water shut off on June 24, 2015.

On Town Mowing List:

1396 Lake Road

47 Ketchum Road

2996 Brick Schoolhouse Rd.

Senior Citizen Program Specialist Michelle Johnson reported on the following:

- Thank you again for approving the updated By Laws for the Seniors.
- They are enjoying the trips they are going on. They went to the Toyota plant this month and will also be going to a Red Wings game this Saturday.

Fire Marshal Tom Maier reported on the following:

June Report:

Attended monthly board meeting

Monthly checks of Town of Hamlin buildings fire extinguishers

Attended monthly Fire Marshals meeting at the Chili Fire Department

Discussed type 1 hood system with R&K Zarpentine

Assisted Hamlin Code Enforcement Officer with the location of vacant homes in Hamlin

Answered questions of residents on open burning guidelines

Worked on documents for inspection of food trucks and food carts at events such as festivals and carnivals

Meet with Hamlin Beach State Park for upcoming fire works

DOCUMENTS FOR INSPECTION OF FOOD TRUCKS AT CARTS AT EVENTS

Resolution #149 Motion was made by Supervisor Peters, seconded by Councilperson Rose requesting Town Board to approve the documents for inspection of food trucks and food carts at events such as festivals and carnivals that the Fire Marshal has put together.

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

Librarian Kay Hughes-Dennett reported on the following:

- We are in the second week of the summer reading program.
- There was over 1100 people through the library this last week.
- We have a good turn out for the programs that are being held.
- They had a great Fire Safety Program along with the Hometown Heroes program.
- They received a \$15,000 grant from Robach for Technology and Programming.
- They are very appreciative of being located on the Town Hall property.

Recreation Director Anke Applebaum reported on the following:

- 1) Attendance is up by about 15-20% in our Summer Playground Camp. We have a lot of new and young participants that we hope will be with us until they finish elementary school. We hope to keep this momentum of increased registrations going throughout the course of the summer. We have new summer staff which is working out well, as well as an intern from Brockport College. Our field trips and Friday beach trips are very popular and in collaboration with the new Director at the Hamlin Beach State Park, we can also offer swimming lessons free of charge to any campers interested. Roland is doing a wonderful job keeping the campers engaged and the staff organized.

These increased participations are making the need for a large storeroom off of the lodge even more important since we now store all the items that used to be stored in the kitchen (extra tables and chairs) in the main room in the lodge, thereby decreasing the amount of space available for Camp. We will be holding a fundraising Chili Cook-Off in the late fall (in combination with our Holiday event) to offset the cost of building this storeroom hopefully next year.

- 2) The prices for the Before and After School Program will see an increase this fall because the program will also include breakfast. We saw an expanding interest in parents bringing breakfast items that were in turn dispensed to the children by our staff. We have begun running out of room to store all these items and keeping track of whose is whose, or who gets what when. I believe a formally organized breakfast service will be much more efficient and less time consuming. I have contacted Albany and a nutritionist will be assigned to our program which will supervise the breakfast service and put us in a position to be eligible for state sponsored subsidies.
- 3) Sports season is coming to a close and I can happily report that we gone through it smoothly and efficiently. Kara did a great job coordinating teams, field staff, games, and awards and overall we've received more compliments than complaints.
The Concession Stand was a great addition to our sports "campus" even though it took a while to get known and going. On game nights business was good, but non game nights not so much. It looks like we may break-even but I will give a more detailed report next month after calculating staff hours, stock that can be used next year (paper products), and stock that will still need to be used up.
- 4) Volunteer Appreciation Night was a success with over 50% of all invited volunteers coming to the event as opposed to the mere 20% last year. Many families expressed their gratitude for the inflatables we provided for their enjoyment, and we in turn would like to thank Mark's Pizzeria for once again supplying this event with its massive donation of pizza.

Supervisor Eric Peters

- National Grid has handed in their Energy Audit Proposal that will take about 3 – 4 years to get the payback.
- We received compliments on how the Hazardous Waste Collection Day went. They collected over 6 tons of material. Thank you for the great job that was done.
- Supervisor will be out of the office the rest of the week
- The board members need to determine who should be doing the audit of the bank statements. Supervisor Peters and Deputy Supervisor Rose can not due to a conflict with signing the checks.

Councilperson Rose also wanted to inform the board about the Seniors Picnic where they are to cook the hots and hamburgs at on August 25 at the Hamlin Beach State Park.

ADJOURNMENT

A motion was made by Councilperson Rose, seconded by Councilpersons Goodrich to Adjourn the meeting at 8:18 pm as all business had been concluded.

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

Respectfully submitted,

Kathi A. Rickman, MMC
Hamlin Town Clerk