Hamlin Town Board Meeting
September 14, 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. Invocation by Pastor Bode.

Present: Councilperson Jason Baxter, Councilperson Martin Maier, Councilperson Dave Rose and Supervisor Eric Peters. Councilperson Jennifer Goodrich (Voelkl) was excused.

Also present: Highway Superintendent Steve Baase, Deputy Town Clerk and Senior Citizen Program Specialist Michelle Johnson, Pastor Chris Bode, Lawyer Ken Licht, Librarian Kay Hughes-Dennett, Building Inspector Cheryl Pacelli.

Residents: Dottie Butcher, Cindy Lutwiller, Dean and Elizabeth Brightly

PUBLIC FORUM

Dean and Elizabeth Brightly of 555 Redman Road wanted to address the board regarding the Planning Board and how they have treated them with their farm market. They would like to have peace with them. They have FOILed recordings and have heard several untruth comments that have been made about what they are doing at the farm market. It has been said by the Planning Board that they are doing things out of order and are putting things there that they are not putting there. They feel that they have done all the things that they have been told to do. They feel the Planning Board has delayed their progress because they did not look at all the information in a timely manner or sign the plans even when he offered to personally take them to the members to get it signed sooner. They feel the Planning Board should be trying to help businesses in the community instead of fighting against them. The site plan was approved and then the Planning Board limited what could be done and after several months and thousands of dollars they were able to get it back to the original approved plans. Regarding the swing set, they received a variance from the Zoning Board and then the Planning Board made a motion to move it to a different area stating Safety reasons. The Planning Board has not looked at the area to see where the best place was like the Zoning Board and Building Inspector did, and the place they chose to move it to is not a safe area based on the farmlands there. They wanted to thank Supervisor Peters and Building Inspector Pacelli for trying to get things straightened and worked out with them.

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

APPROVAL OF TOWN BOARD MINUTES

Resolution #165 Motion was made by Councilperson Rose, seconded by Councilperson Maier, requesting Town Board approval of the Regular Town Board meeting minutes of August 10, 2015. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

APPROVAL OF SPECIAL TOWN BOARD MINUTES

Resolution #166 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, requesting Town Board approval of the Special Town Board meeting minutes of August 22, 2015. Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose abstain, Supervisor Peters aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #167 Motion was made by Councilperson Rose, seconded by Councilperson Baxter requesting the Town Board approval of the authorization of payment of bills from their respective funds.

MONTHLY TOTALS TOWN OF HAMLIN **ABSTRACT: 9**

ACCOUNT	VOUCHER#	AMOUNT	ACCOUNT TOTALS	
General	2015-1021	1599.79		
	2015-1006 to 2015-1008	767.49		
	2015-1010 to 2015-1014	3245.00		
	2015-1026 to 2015-1028	554.48		
	2015-1066 to 2015-1130	80435.09		
Account Total			**$**	**86,601.85**
Library				
	2015-1015 to 2015-1016	722.40		
	2015-1033 to 2015-1041	2354.16		
Account Total			**$**	**3,076.56**
Highway	2015-1042 to 2015-1064	37436.37		
Account Total			**$**	**37,436.37**
Sewer	2015-1005	103.89		
	2015-1017 to 2015-1018	107.99		
	2015-1030 to 2015-1032	496.28		
Account Total			**$**	**708.16**
Light	2015-1019	1253.01		
Account Total			**$**	**1,253.01**
Employees Trust	2015-1009	1843.52		
	2015-1020	305.78		
	2015-1022 to 2015-1023	25080.62		
	2015-1024 to 2015-1025	1965.01		

	2015-1029	310.61		
	2015-1065	1866.17		
Account Total			**$**	**31,371.71**
Visa Charges				
	Mountain Glacier	12.96		
	Honors Haven Resort & Spa	100.00		
Account Total			**$**	**112.96**
ADP Charges		171.25		
		172.90		
Account Total			**$**	**344.15**
GRAND TOTAL			**$**	**160,904.77**

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. Time Warner Cable Newsletter August 19
b. Efficient Gov - How Cycle-Sharing Initiatives are reshaping Cities
c. Efficient Gov - What are utilities costing you?
d. Mindy Thompson Fullilove Presentation on September 16
e. RGE News Release – August 27
f. Efficient Gov – 4 Urban Planning Tactics to Reduce Crime
g. NYSLRS Employer E- News August 2015
h. Leveler E-Newsletter August 28
i. HR Focus – NYS Minimum Wage Hike – What you should know
j. Hamlin Hornets Football/Cheer
k. Army Strong Community Center- September newsletter
l. ASCC Newsletter – September 5
m. Fall 2015 Regional Local Government Workshop
n. Steve Hawley letter to Governor Andrew Cuomo
o. Rec Commission meeting 8-11-15.
p. West Wautoma Road Fix
q. HVA minutes of 9-7-15.

SIGN PURCHASE AGREEMENT FOR PARCEL AT 1432 LAKE ROAD

Resolution #168 Motion was made by Councilperson Rose, seconded by Councilperson Maier requesting Town Board to sign the purchase agreement to buy a 29.32 acre parcel AKA 1432 Lake Rd

and the contiguous parcel of .083 acres AKA 1434 Lake Rd for $53,100.00 with monies from the Cable Special Projects Fund to close on September 21, 2015.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

There may be some additional monies needed for closing costs.

ADVERTISE FOR A PART TIME CLERK TO SHARE WITH ASSESSOR AND BUILDING DEPARTMENTS

Resolution #169 Motion was made by Councilperson Rose, seconded by Councilperson Baxter requesting Town Board to advertise for a part time clerk to be shared between the Assessor's office and the Building inspector/ Code Enforcement Officer's office for 25 to 30 hours per week. Ad to be published September 19, 2015 with all applications due to the town Clerks office Friday October 2, at 2015 at 4:00 pm.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

RESIGNATION OF BRANDON NIEDZWIECKI

Resolution #170 Motion was made by Councilperson Baxter, seconded by Supervisor Peters Requesting Town Board resolution to accept the resignation of Brandon Niedzwiecki from the Recreation Commission.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

RESIGNATION OF NICOLE CRING

Resolution #171 Motion was made by Councilperson Baxter, seconded by Councilperson Rose Requesting Town Board resolution to accept the resignation of Nicole Cring from the Recreation Commission.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

DISSOLVE THE RECREATION COMMISSION

Resolution #172 Motion was made by Supervisor Peters, seconded by Councilperson Baxter Requesting Town Board to approve the following:
Whereas; The Recreation Director is an appointed position and reports to the Town Board and Whereas; The Recreation Commission has cancelled 2 regularly scheduled meetings this calendar year and Whereas; upon returning the Commission to its full complement of members, with recommendations from the Commission, The Chair Person and the Secretary immediately resigned and Whereas; the Friends of Hamlin Recreation Group is substantially formed and is able to help when available, so Be it resolved that the Hamlin Town Board dissolves the Recreation Commission without prejudice and assumes oversight of the Hamlin Recreation Department.
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Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

A discussion was held regarding the Town of Clarkson asking to have the Town of Hamlin to pursue an agreement for shared services for the Assessor. Clarkson does not have an assessor at this time and they must pursue getting the job filled and advertise for it. The Supervisor has discussed with the Assessor Spencer and she feels as long as she has a strong clerk in both towns that she would be able to handle it. Councilperson Rose wanted to make sure that our town is covered at all times and does not want either the Assessor or the Building office to be closed and is why he would like a strong clerk to help with both offices. He would like to make sure that Hamlin is protected and it can not jeopardize our position as shared services has done in the past. It would have to be figured out what vehicle to be used and the pay and benefits would have to be worked out between the two towns.

PURSUE AN INTER-MUNICIPAL AGREEMENT FOR SHARED ASSESSOR

Resolution #173 Motion was made by Councilperson Maier, seconded by Supervisor Peters Requesting Town Board resolution pursue looking into an Inter-Municipal Agreement with the Town of Clarkson to share the services of The Assessor of the Town of Hamlin, 2.5 days a week per Town, with all costs to be born equally between both Towns, with shared services to commence at a date to be determined upon completion of negotiations and approval of both Town Boards.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

RENEW MONROE COUNTY ENERGY AGGREGATION CONTRACT

Resolution #174 Motion was made by Supervisor Peters, seconded by Councilperson Baxter to renew the Monroe County Energy Aggregation Contract from September 1, 2015 – August 31, 2020.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

This is the same contract we have had in place for the past 5 years and it saves us money with working with other towns and consolidating bills.

DISCUSSION

Supervisor Peters communicated an email that Councilperson Goodrich sent indicating her support to get a Dog Control truck if we have the funds available to do so. Councilperson looked at the current Dog Control truck and the Highway vehicles. His opinion is that we send the Dog Control truck to auction. The Old Highway truck would be a good one for the Building and Assessors office to use. They would like to see if the Town of Parma would take payments for their Dog Control truck they would like to sell and we could buy it for our Dog Control.

DECLARE OUR DOG TRUCK SURPLUS

Resolution #175 Motion was made by Councilperson Rose, seconded by Councilperson Baxter requesting town board resolution to declare our Dog Control truck as surplus and sell in the auction.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

PURCHASE VEHICLE FROM THE TOWN OF PARMA FOR THE DOG CONTROL

Resolution #176 Motion was made by Supervisor Peters, seconded by Councilperson Maier requesting town board resolution to purchase the used vehicle from the Town of Parma at a cost of $19,500 for the Dog Control with monies to be split from the Donation account, proceeds from the sale of the surplus vehicle, and the unexpended fund balance.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

Three quotes were received for the repair of the Town of Hamlin signs. Two quotes came in at over $1300 for each sign and the 3rd quote was $325 for each sign from SGM. The third quote would be a total of $2275 for all 7 signs needing work done.

SGM TO REFURBISH TOWN OF HAMLIN SIGNS

Resolution #177 Motion was made by Councilperson Rose, seconded by Councilperson Baxter for Town Board resolution to have SGM repair and refurbish the seven Town of Hamlin signs at $325 each.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

Councilperson Rose wanted to discuss some of the Town of Hamlin fees. He indicated that there was a request to lower the $75 public hearing fee, but he felt that was necessary to stay as is. Councilperson Rose had noticed that there were some fees being charged by Chatfield Engineering that the General Fund is paying when people submit for lots. The people that are submitting the lots should be paying for these fees.

READOPT BUILDING FEE SCHEDULE FOR SUB DIVISION LOTS CHARGES

Resolution #178 Motion was made by Councilperson Rose, seconded by Councilperson Baxter for Town Board resolution to readopt the Building Fee Schedule for sub division lot charges.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

REPORTS

Councilperson Baxter reported on the following:

- Dog Control – They raised over $1000 for the MIA Foundation at the Dog Shelter re-grand opening. The Sundae Smackdown raised over $146 toward the dog exercise equipment they would like to purchase. The truck that has been approved to be purchased will be appreciated.
- Councilperson Baxter was on vacation during the other meetings he attends so he is unable to report on them.

Councilperson Rose reported on the following:

- Library – Budget will be submitted. The Friends group is doing an Apple Fundraiser through the Library and Partyka Farms. Charlie Hungerford is working on the lighting issue. The ceiling tile issue has been resolved. Their board is meeting on staff levels, the start of the website and reevaluation of the Bird House project for this spring.
- Seniors – The group is doing several great trips and new members join every month.
- Planning Board – He is ashamed of how unprofessional the meeting was conducted.

Councilperson Maier reported on the following:

- Hamlin Morton Walker Fire District – There was no calls of significance.
- Conservation Board –There were some referrals with no issues. The State Park will be having some farewell to Summer events in September.

Highway Superintendent Steven Baase reported on the following:

- They have been doing some county work and helping Clarkson on projects. The sweeping of the parking lot has to be done again before they can stripe it. Mowing has slowed down with the closing of the sports seasons. He has checked out the fields on Sunday's after the football games and he feels they are keeping it cleaned up and fixed the issues they had in the beginning with parking. Security will be done at the end of September for the year. Hilton School District was very pleased with the work that Hamlin Highway did for them. Junk Drop off will be September 25, 26 and 27. Brush pick up is October 26 – October 30.

Building Inspector, Cheryl Paccelli report was submitted in her absence:

Building permits issued this month for the following: 51

Addition – 6
Alteration – 2
Barn – 2
Breakwall/Retaining Wall - 2
Deck – 4
Demolition – 2
Fence – 7
Garage – 2
Generator – 1
Mobile Home - 1

New Home – 2
Patio - 1
Roof – 9
Shed – 3
Solar – 1
SUP – 3
Temporary Use – 1 (Block Party @ Beehler Lane)
Wood/ Pellet Stove – 2
Total revenue from Building Permits: $3,340.08

Other Fees received:
Zoning Public Hearing Fees – **$75.00**
Planning Public Hearing Fees – **$75.00**
Conservation Corridor Development Permit – **$175.00**
Total other fees: $325.00
Total revenue for Building Department: $3,665.08

Phone calls into office - 226

Complaints: Letters sent out:
816 Hamlin Center Road – Brush by the road.
1211 North Hamlin Road – Loose goats and sheep.

Correspondence from Banks:
1981 Lake Road – Bank has sent a request to vendors for quotes to have all new windows installed. Some windows on the house are boarded up.
1396 Lake Road – Vendors are being approached by interim Property Maintenance Company to assess damage to home and submit quotes for repair/replace.

On Town Mowing List:
1396 Lake Road
47 Ketchum Road – will be off the list as the bank has taken possession. The sale to the bank was in newspaper dated 8/8/2015.
2996 Brick Schoolhouse Rd.
404 Westphal Road.
25-27 Rose Circle.

Homes going up for auction:
44 Greenridge Cresent – September 22 – 25, 2015 APID2015415 Bids start at $10,000.

Senior Citizen Program Specialist Michelle Johnson reported on the following:

- Flu Clinic by Tops will be at the next meeting on September 29.

Fire Marshal Tom Maier report was submitted in his absence:

- Monthly fire extinguisher checks completed for town buildings
- Attended Town Board meeting
- Inspection of Hamlin Carnival Grounds

- Inspection of Parkland Amusement @ the Hamlin Carnival
- Inspection of the Hamlin Carnival fireworks
- Responded with HMW Fire District report of electrical fire in a bathroom
- Responded with HMW Fire District report of a possible electrical panel fire, fire out at the time of our arrival
- Placed new occupancy load signs posted for town hall meeting room and gym area
- Conversation with resident who is selling home on what is need for carbon monoxide and smoke alarms
- Inspection of Hamlin car wash and laundry mat
- Training on new Google program
- Responded to 1713 Lake Road for a report of a vehicle into the building, damage to the N/W corner of the structure. Catrina Enterprises of NY LLC contacted to respond as the building owner.
- Posted a no occupancy sign on a house on Redman Road that the Fire Department is training on.
- Investigate an electrical issue that was reported by the Deputy Fire Marshal

Librarian Kay Hughes-Dennett reported on the following:

- There was over 1300 people through the library for the Summer Reading Program.
- Fall Programming starts on Monday
- Working on procedures

Recreation Director Anke Applebaum report was submitted in her absence:

The Hamlin Royals - Youth Group Report

- Unfortunately not enough members were available to take part in the parade on August 7th. We are hoping for more membership applications this fall because we will have a baking meeting in September (date TBD) where potential new members may be invited.

- New membership forms for the new school year have been sent out.

Director's Report

- We have hired 3 new staff members and are in the process of training and certifying them for our Before & After School Program.

- I am finishing the application process for the Child and Adult Care Food Program. It appears as if our application has been approved and I am training staff to comply with all the regulations. I have also set up meal plans, cooking schedules, and a shopping system. 3 staff will be sent to Food safety training in October.
  Kara is now officially in charge of the administration of our child care programs.
  The new food menus are being well received by the children in our program.

- Volunteers are being sought for School of Screams. Applications can be found in the Recreation Office.

- The Scarecrow contest is underway and the Rec Dept. is encouraging all residents to build scary scarecrows on their front lawns and send in their pictures.

Supervisor Eric Peters

- We received a letter from the Bond Company advising us that we have an A plus Bond Rating.
- A Thank you card was received from Sherry Dobson for the new signs put up at Huntington Park.
- Sales tax from Monroe County was $2500 less than last year.
- The Senior Consultant position is now indicated as a Clerk 3, untested Civil Service position.

GO INTO AN EXECUTIVE SESSION

Resolution #179 Motion was made by Councilperson Rose, seconded by Councilperson Baxter to go into an Executive Session regarding a disciplinary action at 8:25 pm. They invited Highway Superintendent Baase to stay for the session.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

GO BACK INTO REGULAR SESSION

Resolution #180 Motion was made by Supervisor Peters, seconded by Councilperson Rose to go back into regular Session at 8:53 pm.
Polled Votes: Councilperson Baxter aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

ADJOURNMENT

A motion was made by Supervisor Peters, seconded by Councilperson Rose to Adjourn the meeting at 8:54 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