

Hamlin Town Board Meeting
June 22, 2016

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 Chris Bode.

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

Also present: Pastor Chris Bode and Accountant Norm St. John

Residents: Auditor - Laura Landers

PUBLIC FORUM

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

APPROVAL OF TOWN BOARD MINUTES

Resolution #160 Motion was made by Councilperson Rose, seconded by Councilpersons Maier and Baxter, requesting Town Board approval of the Town Board meeting minutes of June 13, 2016. Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #161 Motion was made by Councilperson Baxter, seconded by Councilperson Maier requesting the Town Board approval of the authorization of payment of bills from their respective funds.

<u>MONTHLY TOTALS</u>	TOWN OF HAMLIN	<u>ABSTRACT: 6A</u>
ACCOUNT	VOUCHER#	AMOUNT
General	2016-839 to 2016-840	388.50
	2016-850 to 2016-877	9307.88
Account Total		\$ 9,696.38
Library	2016-838	53.61
Account Total		\$ 53.61
Highway	2016-845 to 2016-849	8568.85

Account Total		\$	8,568.85
Sewer	2016-844		76.06
Account Total		\$	76.06
Employees Trust	2016-741		149.00
	2016-842 to 2016-843		1618.43
Account Total		\$	1,767.43
Visa Charges	Buld A Sign		86.29
Account Total		\$	86.29
Paychex	2016-836		85.33
Account Total		\$	85.33
GRAND TOTAL		\$	20,333.95

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

CORRESPONDENCE

- a. C-Zone news – 6/15
- b. Monroe County Sheriff Unclaimed Property Auction
- c. Vacuum Oil Refinery Site
- d. Cancelled: June 2016 Monroe County Parks Advisory Committee Meeting
- e. Time Warner Cable – 6/15
- f. Weekly Weather Brief from NWS – 6/15
- h. US Census Bureau 2016 Summer Camp Webinar Series
- i. 3 Communities in New York State Joining with Community Champions

PRESENTATION BY THE FREED MAXICK AUDITORS

The Auditor handed out the Report and the Financial Statements. In the Management report she wanted to point out a few items. They did not find any material weaknesses or any significant deficiencies. They indicated that some corrections were made to the AUD. The items that have to be prepaid in the current year will then have to be adjusted once the actual bill comes in the following year such as the Retirement System Liability Account. There are no new standards coming out to have any significant impact on the Town. Auditor indicated that Fund Balance in All Funds is doing well. New this year is a pension obligation that has been shared over the Towns. They received a letter and it indicated how much had to be paid.

The Supervisor asked if it would be beneficial to have someone come in and appraise the assets. The auditor indicated that it would not do anything for the audit, but it may be beneficial to do it for the insurance company and possibly have a drop in the insurance that needs to be paid. He also asked about the journal entry reviews that they indicate need to be reviewed. It is an 80 page report and wondered if there was an easier way to get it done without printing out so much paper. The auditor indicated that she is only talking about the one off entries that are not seen by the board and if those are reviewed on a disc and then the top page only printed out and signed that would be sufficient for the purpose. She will find out if there is any other way it can be done if that is not convenient.

It was asked how the Court Audit went. The Auditor will send out the notes that were sent in to the State so they are aware, the audit they did seems to be similar to what we have done in the past since they go through the same standards checklist.

The Town Board thanked the auditor for doing the work and good to know this helps to know that we are in solid shape and that things are being done the correct way.

Norm St. John wanted to bring up some new guidelines about Limited English Proficiency. There are some webinars that can be looked at to make sure that residents are understanding what is being expressed to them through codes and policies.

Norm also indicated that Frontier will be contacting the Board to discuss their Vantage TV agreement. There will be some revenue that can be generated for the Town, but agreements will need to be approved by the Town Board and public hearings to be held before it can be approved.

TOWN OF HAMLIN EMPLOYEE HANDBOOK

Resolution #162 Motion was made by Councilperson Baxter, seconded by Councilperson Maier to adopt the Town of Hamlin Employee Handbook as updated.

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

It has been updated with all the changes that were submitted. It can be changed as needed. Retirement has not been put in the Handbook, that will be addressed in a separate package.

PUBLIC HEARING JULY 11, 2016 FOR LOCAL LAW ENACTING A MORATORIUM

Resolution #163 Motion was made by Councilperson Maier, seconded by Councilperson Rose to hold a public hearing 11 July 2016 at 6:30 pm for a Local Law Enacting a Moratorium on the Construction or Placement of Commercial Solar Energy Equipment, Facilities, Materials and Support Activities in the Town of Hamlin.

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

The Town Clerk had passed on some sample ideas from other towns.

DETERMINE 1420 LAKE ROAD WEST FORK TO BE UNSAFE AND TO BE DEMOLISHED

Resolution #164 Motion was made by Councilperson Rose, seconded by Councilperson Maier to hold a public hearing 11 July 2016 at 6:45 pm to Determine The Building At 1420 Lake Rd. West Fork to be Unsafe and Order That The Building Be Demolished:

WHEREAS, Pursuant to the provisions of section 231-4 of the Unsafe Buildings Law of the Town of Hamlin, the Building Inspector of the Town of Hamlin presented a report dated June 13, 2016 to the Hamlin Town Board which report made specific findings that the building at 1420 Lake Road West Fork is dangerous and unsafe to the general public, and

WHEREAS, in said report the Building Inspector stated the opinions that the building is unfit for the purposes for which it may be lawfully used and that the building cannot be repaired and that it should be demolished and removed, and

WHEREAS, a copy of said report is appended to this resolution,

NOW, THEREFORE, BE IT ORDERED AS FOLLOWS:

1. The Building at 1420 Lake Road West Fork is an unsafe and dangerous structure.
2. Pursuant to the provisions of sections 231-6 and 231-7 of the Unsafe Buildings Law of the Town of Hamlin, a notice shall be prepared and served upon the owner of said premises, which notice shall provide that demolition and removal of the structure must be commenced within 15 days of service of the notice and completed within 30 days thereafter, unless, for good cause shown, such time shall be extended, and which notice shall further provide that a hearing before the Town Board in relation to such building shall be held at 6:45 PM on July 11, 2016, and which notice shall further provide that in the event of the neglect or refusal of the owner to comply with the order to remove the building, the Town Board is authorized to provide for its demolition and removal and to assess all expenses against the land on which the structure is located and to institute a special proceeding to collect the costs of demolition, including legal expenses.

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

DISCUSSION

A quote for fixing the walls in the Board Room, Building Department and Town Clerks office was submitted from C & S Remodeling. They would like to get 2 more quotes before they make a decision.

1396 Lake Road – It was noticed in the Daily Record that an auction is going to be held for the house in July. Based on that information, the Board feels they are not following through with the demolition that they indicated they would do. The Supervisor will talk to the attorney in the morning and Frederico to obtain the asbestos report and get estimates to demo it ourselves. We have been working with them in good faith and this does not seem like they are being honest with us that they plan to demo it. The Board agrees to move forward to demo it as the town.

A quote was submitted for the Blinds being replaced in the Town Clerk's Office. The Board approved to go forward with it being paid out of the Town Clerk Contractual Budget Account.

The Supervisor indicated that he is working on finding out the details of a Community Projects Appropriation that the Town of Hamlin was approved for \$20,000 in funds for Construction and maintenance of Town Buildings. It will expire in July of 2017, so we need to see what can be done with it so we can use it before it is gone.

The solar issues and coming up with the code around it will be discussed in a workshop.

Councilperson Voelkl would like to revise the Mission Statement for the Town of Hamlin and she will be heading up working on it.

ADJOURNMENT

A motion was made by Councilperson Rose, seconded by Supervisor Peters to Adjourn the meeting at 8:20 pm as all business had been concluded.

All in favor. Motion Carried

Respectfully submitted,

Michelle D. Johnson
Hamlin Deputy Town Clerk