

Hamlin Town Board Meeting
September 12, 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 Lee Craft.

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

Also present: Highway Superintendent Steve Baase, Deputy Town Clerk and Senior Consultant Michelle Johnson, Town Attorney Ken Licht, Pastor Lee Craft, Town Historian and Conservation Board member Dave Walch, Building Inspector Cheryl Pacelli, and Librarian Kay Hughes-Dennett.

Residents: Ken Keirn

PUBLIC FORUM

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

APPROVAL OF TOWN BOARD MINUTES

Resolution #183 Motion was made by Councilperson Baxter seconded by Councilperson Rose requesting Town Board approval of the Town Board meeting minutes of August 8, 2016. Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier abstain, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #184 Motion was made by Councilperson Maier, seconded by Councilperson Voelkl 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	VOUCHER#	TOTALS
General	2016-1346 to 2016-1347	438.89
	2016-1354 to 2016-1359	2952.45
	2016-1372	167.81
	2016-1377 to 2016-1378	426.07
	2016-1414 to 2016-1473	32523.51
Account Total		\$ 36,508.73

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Library	2016-1362	690.83
	2016-1368	17.36
	2016-1373	146.54
	2016-1385 to 2016-1393	3031.41

Account Total			\$	3,886.14
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Highway	2016-1394 to 2016-1413	9211.45
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Account Total			\$	9,211.45
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Sewer	2016-1360 to 2016-1361	102.72
	2016-1382 to 2016-1384	3736.92

Account Total			\$	3,839.64
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Light	2016-1363	1316.85
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Account Total			\$	1,316.85
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Huntington Park	2016-1376	385.37
	2016-1381	3545.50

Account Total			\$	3,930.87
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Employees Trust	2016-1348	220.76
	2016-1353	1538.16
	2016-1364	149.00
	2016-1367	1582.49
	2016-1369	55.60
	2016-1370 to 2016-1371	27180.32
	2016-1374	220.76
	2016-1379 to 2016-1380	2684.44

Account Total			\$	33,631.53
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Paychex	2016-1350	86.01
	2016-1365	85.33
	2016-1366	46.95
	2016-1375	86.01

Account Total			\$	304.30
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Visa Charges	BJ's	20.23
	Brown Paper Tickets	192.24

	Hamlin Post Office	107.34		
	Magic Wand Vacuum	74.16		
	Mobile Lifts	82.25		
Account Total			\$	476.22

GRAND TOTAL			\$	93,105.73
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Polled Votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Maier aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

SUPERVISOR’S MONTHLY REPORT HAS BEEN ACKNOWLEDGED AND FILED

CORRESPONDENCE

- a. C-Zone news –8/11, 8/31
- b. B-Zone news – 8/11, 8/31
- c. Weekly Briefing – NWS Buffalo – 8/18, 9/7
- d. Time Warner – 8/17
- e. HR Works Focus – 8/22
- f. CANCELLED: August 2016 Monroe County Parks Advisory Committee Meeting
- g. Monoco Oil Site – Pittsford
- h. Seminars for Local Officials
- i. NYSLRS Employer E News – August 2016
- j. Weather Alert for NY – Monroe County
- k. Dedication of the Waterfront Lodge at Abraham Lincoln Park

RENEW EXISTING CONTRACT WITH PENN POWER SYSTEMS

Resolution #185 Motion was made by Councilperson Rose, second by Councilperson Maier to renew the existing contract with Penn Power Systems for maintenance of the Emergency Generator Set at Hamlin Town Hall.

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

INCREASE APPROPRIATED FUND BALANCE AND CONTRACTUAL EXPENSE ACCOUNTS

Resolution #186 Motion was made by Councilperson Baxter, second by Councilperson Rose to:

Increase Appropriated Fund Balance Account	SP.0599.00 - \$10,000.00
Increase Contractual Expense Account	SP.71140.40 - \$10,000.00

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

This will cover costs of work to Huntington Park common park areas.

DECLARE 65 ORCHARD AVE AN UNSAFE STRUCTURE

Resolution #187 Motion was made by Councilperson Rose, second by Councilperson Voelkl to declare 65 Orchard Ave an unsafe structure pursuant to Hamlin Town Code 231-4 as follows:

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 August 31, 2016 to the Hamlin Town Board which report made specific findings that the buildings at 65 Orchard Avenue are dangerous and unsafe to the general public, and

WHEREAS, in said report the Building Inspector stated the opinion that the buildings are unfit for the purposes for which they may lawfully be used

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

WHEREAS, the Fire Marshal of the Town of Hamlin has placed placards and “do not occupy” notices on the exterior of the buildings, and

WHEREAS, the Building Inspector reported to the Town Board that in her opinion the buildings are unsafe and dangerous to the general public and cannot be reasonably repaired,

NOW, THERFORE, BE IT ORDERED AS FOLLOWS:

1. The buildings at 65 Orchard Avenue are unsafe and dangerous structures.
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 structures 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 buildings shall be held at 6:30 pm on October 26, 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 buildings, the Town Board is authorized to provide for the demolition and removal of the buildings and to assess all expenses against the land on which the structures are 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 aye, Councilperson Rose aye, Supervisor Peters aye. Motion carried.

SCHEDULE A PUBLIC HEARING FOR APPLICATION OF VERIZON WIIRELESS

Resolution #188 Motion was made by Councilperson Rose, second by Councilperson Maier to Schedule a Public Hearing concerning the Application of Verizon Wireless to locate a Wireless Telecommunications Tower at 158 Cook Road on October 11, 2016 at 6:30 pm.

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

ADOPT THE STANDARD WORK DAY SCHEDULE FOR ELECTED AND APPOINTED OFFICIALS

Resolution #189 Motion was made by Councilperson Maier, second by Councilperson Baxter to adopt the Standard work day Schedule for Elected and Appointed Officials as follows:

STANDARD WORKDAY FOR ELECTED AND APPOINTED OFFICIALS

BE IT RESOLVED, that the Town Board be and hereby establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

ALL ELECTED OFFICIALS

- Supervisor*
- Town Council*
- Town Clerk*
- Highway Superintendent*
- Town Justice*

Five day work week eight hour day:

- Town Clerk*
- Highway Superintendent*

Five day work week six hours day:

- Supervisor*
- Town Council Persons*
- Town Justice*

APPOINTED OFFICIALS

Five day work week, six hour day:

- Members of Board of Zoning Appeals*
- Members of Planning Board*
- Members of Conservation Board*

Dated: September 12, 2016

I, Kathi A. Rickman, Clerk of the Town Board of the Town of Hamlin of the State of New York, certify that the full Town Board consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

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

APPROVAL OF STANDARD WORKDAYS AND REPORTING FOR ELECTED OFFICIALS

Resolution # 190 Motion was made by Councilperson Goodrich, seconded by Councilperson Baxter, requesting Town Board approval to establish standard work days and reporting for all elected and appointed employees as follows:

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STANDARD WORKDAY AND REPORTING RESOLUTION

BE IT RESOLVED, that the Town of Hamlin hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body:

ELECTED OFFICIALS

<i>TITLE</i>	<i>NAME</i>	<i>STANDARD WORK HOURS</i>	<i>TERM BEGINS ENDS</i>	<i>EMPLOYER RECORD OF TIME</i>	<i>DAYS (based on sample record)</i>
<i>Supervisor</i>	<i>Eric Peters</i>	6	<i>01/01/2016-12/31/2017</i>	<i>Y</i>	<i>20</i>
<i>Town Clerk</i>	<i>Kathi Rickman</i>	8	<i>01/01/2016-12/31/2019</i>	<i>Y</i>	<i>20</i>
<i>Highway Super</i>	<i>Steve Baase</i>	8	<i>01/01/2014/12/31/2017</i>	<i>Y</i>	<i>20</i>
<i>Councilperson</i>	<i>Jason Baxter</i>	6	<i>01/01/2014-12/31/2017</i>	<i>Y</i>	<i>6</i>
<i>Councilperson</i>	<i>Jennifer Voelkl</i>	6	<i>01/01/2015-12/31/2017</i>	<i>Y</i>	<i>6</i>
<i>Councilperson</i>	<i>Martin Maier</i>	6	<i>01/01/2016-12/31/2019</i>	<i>Y</i>	<i>6</i>
<i>Town Justice</i>	<i>Paul S. Rath</i>	6	<i>01/01/2016-12/31/2019</i>	<i>Y</i>	<i>9</i>

APPOINTED OFFICIALS

<i>Zoning Board</i>	<i>Ed Haight</i>	6	<i>01/01/2014-12/31/2017</i>	<i>Y</i>	<i>2</i>
<i>Conservation</i>	<i>Christine Yager</i>	6	<i>01/01/2015-12/31/2016</i>	<i>Y</i>	<i>2</i>
<i>Deputy TC</i>	<i>Michelle Johnson</i>	8	<i>01/01/2016-12/31/2016</i>	<i>Y</i>	<i>20</i>
<i>Rec Direct</i>	<i>Anke Applebaum</i>	8	<i>01/01/2016 – 12/31/2016</i>	<i>Y</i>	<i>20</i>
<i>Bldg Insp</i>	<i>Cheryl Pacelli</i>	8	<i>01/01/2016-12/31/2016</i>	<i>Y</i>	<i>20</i>
<i>Assessor</i>	<i>Dan Stanford</i>	8	<i>01/01/2016-09/30/2019</i>	<i>Y</i>	<i>20</i>

On this 12 day of September 2016

Dated enacted: September 12, 2016

(Signature of Clerk)

I, Kathi A. Rickman , Clerk of the governing board of the Town of Hamlin, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 12 day of September 2016 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the

TOWN OF HAMLIN

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

DISCUSSION

The Conservation Board applicants will be interviewed on September 21 starting at 6:30. Four applications were received and all four will be interviewed that evening.

Sales Tax Receipts were received for \$18,750 which is an increase from this time last year.

1396 Lake Road was demolished and they did a fantastic job.

Superintendent Highway Baase gave an estimate of \$13,730 for Larry’s demolition, but that will leave the concrete slab there. It should be done in October and take two days to complete. They will get a hold of Emergency Enclosures to get the fences out before the demolition.

Resolution #191 Motion was made by Supervisor Peters, second by Councilperson Maier to authorize the Highway Department to demolish 1420-22 Lake Road West Fork for \$13,730.

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

A grinder pump has been ordered for the lodge as it was cheaper to get a new one rather than fix the old one. There have been no more issues with the doors of the lodge being left unlocked.

The budget sheets are being collected, please get to Norm any outstanding ones.

REPORTS

Councilperson Baxter reported on the following:

- Hilton Parma Fire District – They are working on their budget. He forwarded them the contact information for the new Fire Marshal for when Tom retires.
- Hamlin Volunteer Ambulance – He was unable to attend their meeting, however, they are still selling their lotto tickets.
- Dog Shelter – They only have 2 dogs at the shelter to adopt so they only do that under appointment not an open house if it is less than 4 dogs to adopt out. There was repairs done to the Dog Truck.

Councilperson Voelkl reported on the following:

- Zoning – She was unable to attend.
- Hilton-Parma Chamber of Commerce – she helped stuff goodie bags for the Cruise-In event that was held in the Village of Hilton. The Dog Shelter will be participating in the Apple Fest with them to receive some profits for the Shelter.

Councilperson Rose reported on the following:

- Seniors – 108 people attended the Senior Picnic. There was some confusion getting into the park, but thanks to the Superintendent Baase, it was straightened out.
- Library – they will be holding their meeting this week.
- Planning – several of the public hearings were postponed due to the Engineers not getting feedback from the County which is a requirement.

Councilperson Maier reported on the following:

- Conservation – All was quiet
- Hamlin-Morton-Walker Fire District – 512 calls year to date. They are looking into what needs to be done to mark fire hydrants. Their budget is done and was sent to the Town. They are looking at squads to replace current vehicles.

Deputy Town Clerk and Senior Consultant Michelle Johnson reported on the following:

- Town Clerk's office has picked up from the summer with the start of taxes and hunting licenses
- Thank you to all who attended and helped at the Senior Picnic, it was a great success.
- They are heading out next week to their 5 day trip to Savannah
- We will have the Flu clinic along with the pneumonia shot at the September meeting

Highway Superintendent Steven Baase reported on the following:

- He has been working on several county projects
- Minor patching is being done
- They will be grinding on both ends of Huntington Park
- They are grinding the bush up
- The playground was painted and used the extra paint for the dock on Brick School House Road
- Inventory of Street signs was done and what was needed has been ordered.

Building Inspector, Cheryl Pacelli reported the following:

82 Permits were issued from 8/8/16 – 9/12/16

Permit cost received: \$5,836.40

Permit valuation: \$1,057,711.14

47 permits have been closed.

Phone calls into the office – 316

Permits Issued:

Addition - 3

Awning – 1

Barn Out Building – 3

Deck/Patio - 14

Demolition – 2

Fence – 3

Fireplace/Stove/Chimney - 1

Generators - 4

Handicap Ramp – 1

Lean to - 3

Major Repair/Alteration - 4

Minor Repair/Alteration – 2

Pool/Hot Tub/Spa -5

Re-Roofing – 7

Res – New Construction - 3

Shed – 9

Special Use – 16

She put a stop work order on Ontario Winery due to warped trusses. They were also informed that they need a sprinkler system.

Mark's Pizzeria is looking at a tenant that wants to do a classic car show room.

Fire Marshal Tom Maier reported on the following:

- Monthly fire extinguisher checks completed for Town of Hamlin Buildings.
- Fire Marshals monthly meeting
- Annual Fire Inspections Completed
 - S & S Fitness King Street
 - Brightly Farm Market Drake Road
 - TOP'S Market
 - Cutting Crew
 - Inspected Lake Ontario Storage, Due to collapse danger there is to be no entry into the structures, all buildings are to be boarded up and were all placarded.

There is a lawsuit going regarding Orchard Street at this time.

Recreation Director Anke Applebaum was unable to attend but sent the following report:

- Summer Playground camp went extremely well this summer. Most weeks we were close to, or at, maximum capacity (40 - 45 children; depending on whether it was a field rip day or not), most of the children being in 1st or 2nd grade, more than replacing the children that 'aged out' last year. The new storage room and cubby hole units gave us ample space and we were well organized. Staff was great and most will be returning again next summer.
- The Before & After School program has started well, with new children who learned about us through their summer camp experience. We are averaging about 12 - 14 children per morning or afternoon session. I believe this number will increase as it usually does in the fall as word spreads amongst parents. Again, since quite a number of children aged out at the end of the last school year, they have been replaced by young newcomers. We have had many requests from Kendall and Hilton parents wanting to send their children to our program (again due to summer camp), but unfortunately their school buses won't pick up the children from our location.
- On the very last day of Summer Playground Camp, the sewer pump in the Lodge stopped working (again). I was on vacation at the time, but had notified staff, the plumber who did the last repair, Steve Baase, and the Hornets (since I knew they had their 1st home game that following Sunday). Unfortunately the pump couldn't be repaired on site as it had been the previous time and it needed to be taken away for closer inspection. Portable toilets were ordered but unfortunately the plumber did not give us the repair information we needed in a timely manner; basically it appeared as if he was stringing us along in order to pressure us to buy a new pump from him at a price that also appeared to be constantly increasing. Fortunately Steve found another pump from a local distributor at a much better price. It has been ordered and should be here by Tuesday or Wednesday.

(The Hornets use of our facilities went well this weekend as well. Everything was clean and in order.)

- Our first Saturday Market went well. Everyone that attended was very happy that they came and can't wait for next month! I gave a pie making demonstration and in the afternoon, Jeremy Patton from Lakeshore Hardware, gave a demo on how to service one's push mower at the end of the season. We are hoping for more cooking demos from local business in the upcoming months and Jeremy will give a demo on servicing one's riding mower in October and servicing one's snow blower in November. The Youth Group sold baked goods as a fundraiser, and the Friends of Hamlin Recreation sold homemade soup as a fundraiser. The Concession Stand was also open. Everyone loved our facility and even asked about rentals.

Librarian Kay Hughes-Dennett

- It was a busy summer and they are moving forward on the next programs

Town Historian and Conservation Member David Walch reported on the following:

- They hosted 21 senior citizens from the Legacy in Brighton.
- Eagle Scouts did a nice job on the Walker Cemetery
- Open Space Index is completed and will be handed out to get the Town Board approval
- He thanked the board for getting the Conservation Board position filled

Assessor Dan Stanford was not present but sent the following report:

- There are a few Ag exemptions that still need to be sent, still waiting on postage meter to be repaired
- We have had a very good response/return with the Sr. and Low income exemptions to date
- We continue to add permit values as they come in.
- We have 15 neighborhoods in the Town that were created by GAR when they did the last revaluation. He is looking to reduce this down to four or five.

Supervisor Eric Peters

- He attended the Saturday Market and it seemed steady just not a huge amount of people. He anticipates it growing as the months go on.
- Zoning Workshop will begin again on the 4th Thursday of the month. They will begin working on the solar law.
- Invitation to the Fundraiser for the Angels of Mercy was received. It will be held at Burgandy Basin Inn on October 7.

Councilperson Voelkl wanted to thank Tom Maier for his service as the Fire Marshal and Good Luck in his future retirement. He indicated that he started training Ron Bragg to take over and he appears to be up-to-speed.

Resolution #192 Motion was made by Councilperson Rose, second by Councilperson Maier to go into an executive session to discuss proposed, pending or current litigation.

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

Resolution #193 Motion was made by Supervisor Peters, second by Councilperson Rose to go out of executive session.

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

ADJOURNMENT

A motion was made by Councilperson Maier, seconded by Councilperson Rose to Adjourn the meeting at 8:08 pm as all business had been concluded.

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

Respectfully submitted,

Michelle D. Johnson
Deputy Hamlin Town Clerk