

**Regular Town Board Meeting
June 9, 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 Triplett of St. Johns Lutheran Church.

Present: Councilperson Jason Baxter, Councilperson Jennifer Goodrich, Councilperson Dave Rose, Councilperson Martin Maier, and Supervisor Eric Peters. Also present: Highway Superintendent Steven Baase, Interim Recreation Director Anke Applebaum, Conservation Board member Justine Jensen, Library Director Kay Hughes-Dennett, Building Inspector's Clerk Cheryl Pacelli, and Bookkeeper Norman St. John.

Residents: Rick Wright, Cheyenne Zaremba, Craig Zaremba, Linda DeRue, Shawn Baxter, Dottie Butcher.

PUBLIC FORUM

Supervisor Peters reminded all those present of the rules of Public Forum and opened the Public Forum. No one wished to speak and the Public Forum was closed.

REQUESTING TOWN BOARD APPROVAL:

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

Resolution #159 Motion was made by Councilperson Baxter, seconded by Councilperson Goodrich, requesting town board authorization to pay the bills from their respective funds. Polled votes, Baxter aye, Goodrich aye, Maier aye, Rose aye, Peters aye. Motion carried.

MONTHLY TOTALS			ABSTRACT 6
<u>ACCOUNTS</u>	<u>VOUCHER #</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>
General	2014-470 to 2014-474	5879.40	
	2014-482	5000.00	
	2014-512 to 2014-570	47694.80	
Account Total			\$58,574.20
Library	2014-475 to 2014-476	737.72	
	2014-483 to 2014-493	11802.63	
Account Total			\$12,540.35
Highway	2014-494 to 2014-511	24971.35	
Account Total			\$24,971.35
Sewer	2014-480	223.18	

Account Total			\$223.18
Light	2014-481	1351.22	
Account Total			\$1351.22
Employees Trust	2014-477 to 2014-479	3488.52	
Account Total			\$3488.52
**Visa Charges			
***These are not included in the Grand Total			
GRAND TOTAL			\$101,148.82

SUPERVISOR'S MONTHLY REPORT ACKNOWLEDGED AND FILED.

CORRESPONDENCE:

- a. 2014 Planning and Zoning Summer Schools
- b. Hilton School District's Quest School is an authorized International Baccalaureate Primary Years Programme School
- c. Tentative Equalization Rate of 100%
- d. BPD Municipal Finance is announcing Bernie Donegan's retirement
- e. A Thank You from Strong West for the Supervisor meetings with him last week
- f. Sale Tax Distribution for the First Quarter of 2014
- g. Membership in Monroe County's Consolidated Plan Consortium for the 3-year period
- h. A letter from New York State Office of Parks, Recreation, and Historic Preservation re: North Star School District #11 being listed on the National and State Register
- i. HMW Fire District Minutes
- j. Plan Wireless Planning
- k. Rochester Works young program
- l. Early Decoration Sale from Northern Lights
- m. Newsletter from Unison
- n. HMW Fire District Minutes
- o. CEI asking for nominations for Environmental Excellence Awards
- p. Empire Center – Public Educator's Pensions Posted online
- q. NYS GFOA events update
- r. Time Warner Correspondence
- s. Monroe County Sheriff's Office C-zone
- t. U.S. Census Bureau: 2014 Free Data Access Summer Camp
- u. Fishery Advisory Board, agenda and minutes
- v. Press Release for the Margaret A. McGrath Charitable Foundation Awards
- w. Round 13 FPIG-RFP Supplemental information Correspondence from Robert King

PRESENTATION BY CHEYENNE ZAREMBA, GIRL SCOUT WORKING ON HER GOLD AWARD

Town Supervisor Peters stated "we are honored to have Cheyenne Zaremba, a Girl Scout working on her Gold Award." He advised that she was going to conduct a presentation to demonstrate what she would like to do to complete her Gold Award.

Ms. Zaremba advised the Board that she is 15 years old and has been a Girl Scout for over ten (10) years. The purpose of her presentation is to seek Board approval to complete her Gold Award project. She advised that the Gold Award is the highest achievement Girl Scouts can earn. She proposed making five (5) benches for the Town park areas, each with a different theme. The themes she selected and would like approved are anti-bullying, community involvement, a reading bench, physical fitness, and healthy family relationships. Since she is required to work with other organizations, she plans to involve local youth groups and provide classes to them to educate them about the issues around which each bench is designed. She would also discuss the project on her Facebook page. There would be no cost to the town, as she is seeking and has begun to secure donations for the cost of the materials and decorative supplies.

She also provided suggestions about where each bench should be placed. She suggested that one would be placed by the Town Hall, one by the Library, one by the Courthouse, one on the soccer fields by the kickwall, and one on the playground.

Councilperson Rose stated that he thought the benches would be a great asset to the Town. He felt that it seemed like a lot of hard work and he gave her credit for seeking to achieve this goal. Supervisor Peters inquired of Ms. Zaremba if she had a time frame that she needed to comply with, and Ms. Zaremba advised that Girl Scout regulations require that the project be completed within two (2) years. She added that she would like to finish the project by October 2014. She stated that since she already has almost all the supplies she needs, she would like to build one bench a month, and would like to start next month. Councilperson Rose stated that it may be good if the Town moved them to a covered location each winter so they wouldn't weather as quickly. Ms. Zaremba replied that she wasn't sure if the benches were designed to be moveable since they are supposed to be attached to a concrete slab but she believes she could speak to the designer and have the renderings adjusted so they could be moveable. Councilperson Rose stated that that might not be necessary since they may be able to have a forklift get under the concrete slabs to move them. He expressed concern that if the renderings were changed so they weren't attached to concrete, people may move them; Ms. Zaremba shared this concern. Highway/Parks Superintendant Steve Baase voiced concern, as he stated he wasn't aware and wasn't sure who would be mowing around them and was also concerned about possibility of a tip-over hazard. Ms. Zaremba stated that as long as she's local she would plan to maintain the benches and would seek to secure the assistance of a local youth group who could continue maintenance should she change residence. She advised that maintenance is part of her duty, as it's part of her overall project. Superintendant Baase suggested that if the concrete from the benches was to be buried in the ground that she may want to consider putting something around it like crushed stone. He also expressed concern about defacement, advising that he's had to work to keep the existing benches in the park free from scratching, etching, and graffiti. Painting them black did little to detract people from this type of behavior. He told Ms. Zaremba that he loves the idea of her proposed benches but just has concerns, especially that her hard work may be defaced. The Board questioned the size of the benches, and Ms. Zaremba indicated that most of the work would be done at her house with everything pre-cut; she believed the longest pieces would be 6 feet long. The Board wished Ms. Zaremba good luck on her project, and Supervisor Peters advised that he is looking forward to seeing the project.

REQUESTING TOWN BOARD APPROVAL TO AUTHORIZE CHEYENNE ZAREMBA TO MAKE FIVE (5) BENCHES FOR THE TOWN PARK AREAS, EACH WITH A DESIGNATED THEME, AND TO HAVE THESE BENCHES PLACED AND MAINTAINED IN ACCORDANCE WITH HER GIRL SCOUT GOLD AWARD PROPOSAL.

Resolution #160 Motion was made by Councilperson Rose, seconded by Councilperson Maier, authorizing Cheyenne Zaremba to make five (5) benches for the Town Park areas, each with a designated

theme, and to have these benches placed and maintained in accordance with her Girl Scout Gold Award proposal.

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

REQUESTING TOWN BOARD APPROVAL TO PLACE AN AD FOR BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER TO BE PUBLISHED IN THE JUNE 14TH ISSUE OF THE HAMLIN CLARKSON HERALD SOLICITING APPLICATIONS TO BE SUBMITTED TO THE TOWN CLERK'S OFFICE NO LATER THAN 4:00 PM ON THE 23RD OF JUNE 2014.

Resolution #161 Motion was made by Councilperson Rose, seconded by Councilperson Baxter, approving placement of an ad for Building Inspector/Code Enforcement Officer to be published in the June 14th Issue of the Hamlin Clarkson Herald soliciting applications to be submitted to the Town Clerk's office no later than 4:00pm on the 23rd of June 2014.

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

REQUESTING TOWN BOARD RESOLUTION TO AWARD THE LAWN MOWING BID TO ROE LAWN & LANDSCAPING.

Supervisor Peters advised that there were only two (2) bids that were received and he inquired whether the Board wanted to consider what was received or re-open the bidding process. Councilperson Rose advised that it's getting late in the season. Supervisor Peters indicated that the two bids received were very close in pricing. After discussion and bid review, it was determined that Roe Lawn & Landscaping provided the better bid since follow-ups would save theTown money in the long run.

Resolution #162 Motion was made by Town Supervisor Peters, seconded by Councilperson Rose, awarding the Lawn Mowing bid to Roe Lawn & Landscaping.

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

REQUESTING TOWN BOARD RESOLUTION TO ACCEPT THE LETTER OF RESIGNATION FROM ED HAIGHT, ZONING BOARD OF APPEALS MEMBER.

Supervisor Peters advised that just prior to the meeting he received a letter of resignation from Ed Haight/Zoning Board of Appeals. He stated that the resignation was for personal reasons, but also suggested that Mr. Haight may be considered for re-appointment should those reasons be cleared.

Resolution #163 Motion was made by Councilperson Maier, seconded by Councilperson Rose, accepting the letter of resignation from Ed Haight, Zoning Board of Appeals member.

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

DISCUSSION

Councilperson Jason Baxter reported:

- He attended the Hamlin Volunteer Ambulance meeting and to date their calls are 229; they had 57 last year for the month of May. Comparatively, this year they are at 236 calls to date with 51 in the month of May. That means a 52.6% change for YTD with a 37.3% change for MTD. They are also going to get quotes to replace six (6) skylights. Fundraising tickets for the month of September are in, and they're going to try to sell some of them at the Wheelfest.
- On Wednesday he went to the Hilton-Parma Fire District meeting. They had 62 calls for the month of May for a total of 231 calls YTD. Ambulance calls for May were 70 for a total of 359 for the year. They had about 75% coverage. They're also preparing for the upcoming Carnival.

Councilperson Jennifer Goodrich reported:

- The Wheelfest was very nice and seemed to go well; there appeared to be a good turnout.
- She attended the Supply Drive for the Dog Shelter and noted that they received many things.

Councilperson Dave Rose reported:

- On 6/24/14 at 12:30pm Brian O'Donovan/Administrator for Strong West will be giving information to the senior citizens; the general population is also invited. They will be at St. Johns in the Auditorium. They are very interested in ensuring that the area knows what they will be offering such as MRI, digital imaging, urology, internal medicine, etc. The Wilmot Cancer center will also be out in Brockport and people can get chemotherapy and neurosurgery at that center. Town Supervisor Peters indicated that Mr. O'Donovan is very personable.
- On 7/6/14 St. John's will have a church service at 8:30am and 11am, and the Hamlin Ambulance & Fire Corps members/town officials/sheriff's and police are invited since the service will be honoring those who serve the general public. All are welcome.
- The Library needs a motion to create an H-fund, and Councilperson Rose indicated a desire to make a motion to create this fund for them. He noted that the L-fund has already been created.

REQUESTING TOWN BOARD RESOLUTION TO CREATE AN H-FUND FOR THE TOWN OF HAMLIN LIBRARY.

Resolution #164 Motion was made by Councilperson Rose, seconded by Councilperson Maier, to create an H-fund for the Town of Hamlin Library.

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

- He expressed gratitude to Steve Baase/Highway Superintendent, for his consistent and dedicated effort working on the library. He noted his numerous hours on the project. Councilperson Goodrich said "thank you" as well, and the Board offered applause.

Councilperson Martin Maier reported:

- 324 calls to date.
- The Morton Building project has had issues; the engineers were supposed to contact them, but they're waiting for someone from the Fire District to get back to them. Should have some finalization within a week.
- Allen Smith was appointed Deputy Chief from the Hamlin Morton Walker Fire District.
- One smokehead had an issue in the Town Hall and he authorized it to be disconnected. Town Clerk Rickman indicated surprise because she stated she had been contacted by the security company approximately 2 hours earlier. Town Supervisor Peters expressed gratitude that Councilperson Maier and Town Clerk Rickman had effectively managed the issue.
- He did not attend the Conservation Board meeting, but indicated that they had 3 referrals.

Town Clerk Kathi Rickman reported:

- The Wheelfest went well. She also expressed gratitude to Highway Superintendent Baase and to the Hamlin Volunteer Ambulance for their assistance and dedication during the festival.

Highway Superintendent Steve Baase reported:

- Has been busy ditching; they're working on it as they can. The water, sewer, electricity, and gas lines have been run for the library. They still have a little left to do with the electrical, though. It is coming along nicely, though.

- They're working on getting jobs through the Hilton Schools. He was over there yesterday looking at parking lot jobs but it's difficult to assess when there's a hundred cars in the lot. They're looking to provide good work at a good price.
- They started mowing roadsides; they've had some complaints down on Newco. The state is mowing as well and is mowing the intersections back 200-300 feet. The state is on 531 today.
- Our new John Deere mowing tractor is in.
- He called Henrietta about doing some work. They've got a 4-5 day job next week where they want to use 2-4 of our trucks; 4 trucks at \$100/hour each is \$400 for every hour they're out.
- Security is on/working. They're doing a good job.
- Highway is trying to catch up – he's been hearing a lot of people complaining. A few weeks ago his 4 wheel-drive got stuck and they had to use another piece of equipment to pull it out; it's just been so wet. He saw where a bigger town on the Eastside has farm equipment out trying to bale up the mulched grass so the mowers can get through. Councilperson Rose stated that people need to realize that you're doing everything you can and that if their yards are wet so is the rest of the Town and even with your heavy equipment it's a difficult job this year. You just can't get out there. Superintendent Baase stated that they are catching up, though. The more often you mow it the better it starts to look.
- Town Supervisor Peters inquired about the status of the Loader – Superintendent Baase stated that it's being built this month and should be shipped up shortly thereafter.

Library Director Kay Hughes-Dennett reported:

- The new library is coming along; she went over the other day to see it. They started wallboarding last Thursday and it looks like they will probably be done tomorrow. She was amazed at how fast they could do it. It all looks great. She is very excited but expressed some apprehension as she wants to ensure that their project dates coincide with each other.
- Towards the end of the month they want to have a kick-off celebration – on a Thursday. They are also planning to have a book sale. She and Supervisor Peters briefly discussed effectively budgeting the money for shelving, lighting, etc.

Interim Recreation Director Anke Applebaum reported:

- This is their busy time of year but they're quite organized. They're ready for summer camp and have all the necessary staff in place. Unfortunately they can not use their water slide any more; there have been too many accidents in other places.
- Kitchen work has begun. They have already put the ansul system in place and fire suppression is up. The small wall for the sinks is in place as well. She was over reviewing the site this morning and reported that it looks very nice. As soon as the paneling is done and the sinks are in permanent position, the roof will be installed and the vents put in place. That will be the most work that will be able to completed this year. They need to assess what to do with the old stove.
- Volunteer Appreciation Night is set for August 28, 2014, with a rain date of 8/29/14.
- Registrations look good for the Junk Jamboree on August 16, 2014. We already have 1/3 of the booth reserved with money collected.
- She indicated there has been a lot of interesting reaction to the Recreation Survey. People are looking for walking groups, music groups, drama groups, a town band, etc. She is actively seeking instructors for these possible groups. She would like to get the groups operational very soon, so all must be in place by the end of July.
- She stated she has had parents inquire about using the walking path between the tennis and basketball courts that leads to the road. These inquiries have mostly come from mothers with children in strollers. Superintendent Baase inquired if they are seeking to have it blacktopped or with stones, and Interim Director Applebaum stated "whatever is easiest" – they just don't want

to sink in wet, spongy ground. Superintendent Baase stated it would be less costly to simply use the same material they used in the parking lot, i.e. blacktop it.

- Soccer and baseball registration is up at least 30% this year.

Building Inspector's Clerk Cheryl Pacelli reported:

- They've had 216 phone calls to the office in the past 30 days.
- From 4/28/14 to today they've issued 57 permits for additions, barns, decks, fences, a foundation, pools, roofs, etc. There was also one temporary C of O on Moscow Road.
- Charlie Hungerford has been busy filling in for the vacationing Building Inspector, and he has kindly taken her with him on many site checks so she has been able to observe much of what is being done.
- She provided greater definition to the referrals going before the Conservation Board.
- Overall, everything has been going well in the Building Department.

Hamlin Volunteer Ambulance Director Rick Wright reported:

- They voted down the contract with Monroe Ambulance
- They have an \$8K-\$12K loss. Councilperson Rose advised that when Strong West opens sometime in July it should help their situation immensely.
- They need to replace the oil pan in their rig.

Conservation Advisory Board member Justine Jensen reported:

- She stated she's not officially representing the Conservation Board yet.
- She briefly discussed the Board's collaborative effort with the Building Inspector's office.

REPORTS: Town Supervisor Eric Peters

- At the last meeting, there was an IT presentation and a lot of information was placed before the Board. He inquired whether the Board has had sufficient time to digest the material and if there were any questions at this time. At that point, there had been other inquiries into other companies; there was one quote but it was very sketchy. The bookkeeper, Norm St. John, had attempted to contact two (2) other companies but was not able to secure quotes from them. He did attempt to secure similar information from the state but they were not able to assist since they were really only able to sell components, not services. He also stated that he wasn't able to determine specific rules or regulations, but did note where other towns have implemented similar systems and the Association of Towns strongly recommends it but again it hasn't been specifically addressed. He reminded the Board that the Highway Department remains interested as well and would like to parallel what the Town as a whole decides to do. Councilperson Baxter stated that he thought her presentation was well done, but noted that her municipal experience was very limited. He queried that since other towns have gone this way, was it possible that they had suggestions as to who they could use? Supervisor Peters stated that the east-side Towns had their own IT staff who provide this service. He added that the Town of Clarkson has only recently implemented something similar and he is waiting for a return call for further discussion. He just wants to keep this discussion moving forward because it's a large step for our Town with a significant financial consideration as well. Councilperson Rose stated that he would be interested in knowing what sentiment other businesses share (those who have worked with this potential vendor), to which Councilperson Baxter concurred. Councilperson Goodrich stated that she would be interested in seeing another bid that directly costs out, service for service, against the current bid so the Board wasn't just looking at a sole estimate without comparison. She added that she potentially knows of someone through her other employment who may be able to provide such a comparison, to which Supervisor Peters asked if she could get contact information. Town Clerk Rickman added that the Town really needs to have someone look at increasing our internet

speed. Councilperson Baxter stated that we already should have had someone look at our cable issues and suggested looking at CAT5 or 6. Supervisor Peters felt that all could agree that right now we're not getting quick access, but added that we are getting what we're paying for as noted when the company did the speed test. Councilperson Rose inquired about high speed and felt that some of the larger towns are probably getting high speed even though the County doesn't cover high speed. He suggested to Supervisor Peters that he speak with other Town Supervisors to see what type of service they're getting. Supervisor Peters stated that he could do that, especially since Hamlin has a cable franchise and noted that some towns do not. He added that some of those towns have indicated they should negotiate to see if collectively they can secure a better deal. Also, he said that some of the Towns are concerned about Comcast's merger and what that could mean to those towns that do not have franchise agreements.

- He went to the Strong West discussion and met with Brian O'Donovan. He is optimistic that the mid-July opening will occur. He thinks the inside of the building is looking very good.
- He worked with the Planning Board/Review Section and also had some meetings with the Planning Board chairman. They are working together to come up with a process for site plan approval across New York State to try to alleviate some of the issues that have caused bottlenecks in the past. He has asked them to go through the list; the more information that can be garnered ahead of time the better the outcome and process will be.
- Had a conversation with the Fire Chief Ken Keirn. Supervisor Peters advised Superintendent Baase that one of the things the Fire Chief would appreciate is having is a list/map of the private roads in Town. This is especially in reference to SummerHaven and some equipment that they needed to get down there because he's not very familiar with it yet. They're also looking to see what the Associations are and who's in them so they know who to contact to discuss any issues that arise.
- He went to Wheelfest and it was a nice day.

ADJOURNMENT

Motion to adjourn was made by Councilperson Rose, seconded by Councilperson Maier to adjourn the meeting at 8:04pm as all business had been concluded.

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

Respectfully submitted,

Kathi A. Rickman, MMC
Hamlin Town Clerk