

TOWN OF HAMLIN ORGANIZATIONAL MEETING

The 2019 Organizational Meeting of the Hamlin Town Board, held at the Hamlin Town Hall, 1658 Lake Road, was opened at 7:00 pm with the posting of the Colors by Hamlin VFW Post 6703/AVA Color Guard, followed by the Pledge of Allegiance to the Flag under the direction of the commander of the Hamlin VFW Post 6703. Invocation was by Pastor John Ebel from the Hamlin New Testament Church.

Oath of Office was administered by the Honorable Paul Rath, Hamlin Town Justice, to the appointed Officials of the Town of Hamlin as follows:

Town Council	Phillip Hurlbutt
Town Justice	Martin Maier

The 2019 Organizational Meeting of the Hamlin Town Board was called to order at 7 pm by Supervisor Peters, who presided.

Present: Supervisor Eric Peters, Councilperson Jason Baxter, Councilperson Jennifer Voelkl, Councilperson Phillip Hurlbutt and Councilperson David Rose.

Also present: Building Inspector Cheryl Pacelli, Deputy Town Clerk Keylee Gilfilian, Recreation Director Anke Applebaum, Town Attorney Maureen Werner, Conservation Advisory Board Member Clarke Mahaney, Planning Board Chairman Chris Schlieter and Court Clerk Patience McPherson

Residents: Shawn Baxter, Diane Hurlbutt and members of the Maier family.

Appointment of Deputy Supervisor

As Supervisor of the Town of Hamlin, I, appoint David G. Rose as the Deputy Supervisor for the year of 2019.

Appointment of Deputy Town Clerk

In Accordance with Town Law, Town Clerk of Hamlin, Kathi A Rickman appoints Keylee Gilfilian as Deputy Town Clerk for the year 2019

Conferences and Training Programs

Resolution #1 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl authorizing all members of appointed Boards to attend four (4) hours of continuing education - conferences, seminars or training conferences – as required by New York State.

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

Resolution #2 Motion was made by Councilperson Baxter, seconded by Councilperson Rose authorizing all previously approved training, including on-line training provided by the New York Planning Federation, as appropriate to fulfill the four-hour continuing education requirement but any training not previously authorized to be approved in advance by Town Board.

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

Resolution #3 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter requiring all Department heads and employees wishing to attend conferences or training programs to have prior approval of the Town Board.

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

Transportation Costs

Resolution #4 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt authorizing transportation costs to be paid at the rate of \$.58 per mile for the use of a personal vehicle. Any other mode of transportation must have prior Town Board approval.

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

Meal Allowances

Resolution #5 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl authorizing meal allowance not to exceed the limits by NYS Audit and Control of \$36.00 per day in New York City and \$26.00 outside of New York City.

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

Assessor Training Sessions

Resolution #6 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt authorizing the Hamlin Assessor to attend all State and County training sessions for Assessor's for year 2019, as budgeted.

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

Newspapers

Resolution #7 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to designate the (HAMLIN-CLARKSON HERALD) as the Official Newspaper for the Town of Hamlin for 2019.

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

Highway Department Functions

Resolution #8 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl for the Highway Superintendent to attend highway functions, as budgeted.

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

Appointment of Deputy Highway Superintendent

In accordance with Town Law, Highway Superintendent Steven Baase appoints Michael German as Deputy Highway Superintendent for the year 2019.

Highway

Resolution #9 Motion was made by Councilperson Voelkl, seconded by Councilperson Rose setting Deputy Highway Superintendent wage at \$3,000.66 to be paid over 26 pay periods.

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

Resolution #10 Motion was made by Councilperson Baxter, seconded by Councilperson Rose requesting Town Board Resolution setting Highway Employees hourly rates as follows:

- | | |
|--------------------------|-------------------------|
| i. Foreman | \$19.92 - \$27.85 range |
| ii. Maintenance Mechanic | \$15.92 - \$26.83 range |
| iii. Specialized M.E.O. | \$14.63 - \$26.83 range |
| iv. M.E.O. | \$12.96 - \$26.06 range |
| v. Laborer, Full Time | \$11.10 - \$20.11 range |
| vi. Laborer, Part time | \$11.10 - \$17.61 range |

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

Highway Expenditures

Resolution #11 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt authorizing the Highway Superintendent to purchase small tools and equipment up to \$20,000.00 for the year of 2019, as budgeted.

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

Appointment of Highway Department Secretary and Records Keeper

In accordance with Town Law, Highway Superintendent Steven Baase appoints Lindsay Pacitto as Secretary and Records keeper of the Highway Department for the year 2019.

Highway Expenditures

Resolution #12 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to execute the agreement of Expenditures of Highway Monies according to Section 284 of the Highway Law, so as to expend \$338,320.00 of Highway monies on 33.32 miles of Town Roads for the year of 2019.

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

Dog Control Officers

Resolution #13 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl acknowledging Dave Maynard as the Dog Control Officer at the salary of \$10,939.50 for the year 2019 to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

Resolution #14 Motion was made by Councilperson Rose, seconded by Councilperson Baxter acknowledging Caroline Thompson as Assistant Dog Control Officer and set the hourly rate for the Assistant Dog Control Officer on an on call basis at \$11.10 per hour, to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

Historian

In accordance with Town Law, the Supervisor appoints Dave Walch as Historian for the year of 2019 at the annual salary of \$6,144.00 to be paid monthly, effective January 1, 2019.

Recreation

Resolution #15 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl acknowledging Anke Applebaum as Recreation Director at the salary of \$40,000.00 for the year 2019 to be paid on a 26-pay period basis, and to serve at the pleasure of the Town Board.

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

Resolution #16 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter authorizing the Hamlin Recreation Department to attend all State and County training sessions/conferences and/or meetings in 2019 as budgeted.

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

Building Inspector/Fire Marshal

Resolution #17 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt to appoint Cheryl Pacelli as Building Inspector/CEO and to set salary of Building Inspector/Code Enforcement/SEQA Officer at the annual salary of \$40,830.00 for the year of 2019 to be paid on a 26- pay period basis, and to serve at the pleasure of the Town Board.

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

Resolution #18 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl acknowledging Ronald Bragg as Fire Marshal with the annual salary of \$6,420.00 to be paid on a monthly basis for the year of 2019.

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

Resolution #19 Motion was made by Councilperson Baxter, seconded by Councilperson Hurlbutt acknowledging Bernard Maier as the Deputy Fire Marshal, to serve at the pleasure of the Town Board.

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

Resolution #20 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl requesting Town Board Resolution to set the pay rate for the Deputy Fire Marshal at \$75.00 per incident responded.

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

Resolution #21 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl to authorize the Hamlin Code Enforcement Department to attend all State and County training sessions for the year of 2019 as budgeted.

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

Resolution #22 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to assign Civil Defense Director Duties to the Building Inspector/Code Enforcement/Fire Marshal for the year of 2019.

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

Banks

Resolution #23 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter to designate the Hilton Office of M&T Bank as depository for the Town of Hamlin accounts for the year of 2019 as follows:

- I. General Fund
- II. Highway Fund
- III. Consolidated Water
- IV. Hamlin HRA Account
- V. Clearing Account
- VI. Employee Trust Fund
- VII. Water Bond Account #408252
- VIII. Cell Tower Escrow
- IX. Investment Disbursement Account
- X. Hamlin Money Market

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

Resolution #24 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter requesting Town Board to authorize the Town Supervisor to check with all area banks for the best interest rate for investments.

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

Salaries**Highway Superintendent**

Resolution #25 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt to set the salary of the Highway Superintendent for the year 2019 at \$73,460.40 as budgeted, and to be paid by the Town of Hamlin in 26 pay periods and any compensation earned while performing services for the County of Monroe by the Highway Superintendent will be entered as Revenue received by the Town of Hamlin.

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

Parks Superintendent

Resolution #26 Motion was made by Councilperson Baxter, seconded by Councilperson Rose to appoint Steven Baase as Park Superintendent for the year of 2019, and be paid \$4,353.44 in 26 pay periods.

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

Sewer Superintendent

Resolution #27 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt to appoint Steven Baase as Sewer Superintendent for the year 2019 and to be paid \$5,001.10 in 26 pay periods.

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

Secretarial, Custodial and Recreational rates

Resolution #28 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to set the following salaries:

I.	Court Clerk 1 & 2	\$12.00-\$19.97 range
II.	Bookkeeper to Supervisor	\$15.00 -\$24.00 range
III.	Deputy Town Clerk	\$12.00 -\$19.97 range
IV.	Custodian	\$11.10 -\$19.97 range
V.	Clk.-typist & Clk. IV P.T.	\$12.00 -\$19.97 range
VI.	Recreational Seasonal Position	\$11.10-\$19.97 range
VII.	Court Officer	\$53.04 per regular session
VIII.	Court Officer	\$60.00 per DA session

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

Salaries of Town Servants

Resolution #29 Motion was made by Councilperson Voelkl, seconded by Councilperson Rose setting the Town Servants salaries as follows:

1. Supervisor - \$22,594.00 to be paid in a 26-pay period basis.
2. Deputy Supervisor - \$1,200.00 to be paid in 12 monthly payments.
3. Town Clerk - \$46,046.83 to be paid in a 26-pay period basis.
4. Deputy Town Clerk - \$1,500.00 to be paid in a 26-pay period basis from #1410.11.
5. Councilpersons (4) - \$7,452.00 each to be paid in 12 monthly payments.
6. Town Justices (2) - \$14,431.56 each to be paid in 12 monthly payments.

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

Engineer

Resolution #30 Motion was made by Councilperson Baxter, seconded by Councilperson Rose acknowledging MRB Group as Engineer for the year 2019, per the existing agreement for engineering services, accepting the new 2019 Hourly Billing Rates.

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

Secretary to Building Inspector/Planning, Zoning and Conservation Boards

Resolution #31 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl setting an hourly salary up to \$13.10 for the Secretary to Building Inspector, Planning, Zoning and Conservation Boards for the year of 2019.

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

Resolution #32 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter to establish a maximum 28-hour work week for the building Inspector, 3 hours to be paid for each Support Board meeting and 3 Hour discretionary time to be used at the option of the Building Inspector.

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

Resolution #33 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt approval to acknowledge Cheryl Pacelli as Secretary to the Planning, Zoning, and Conservation Boards.

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

Planning Board

Resolution #34 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt to set the salaries of the Planning Board members for 2019, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

- i. Chairperson - \$244.00 per regular monthly meeting attended.
- ii. Six (6) members each at \$127.50 per regular monthly meeting attended.

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

Resolution #35 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl to appoint Chris Schlieter as Chairperson to the Planning Board for the year 2019.

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

Resolution #36 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl to appoint James Nesbitt to the Planning Board for a 7 year term to end December 31, 2025

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

Zoning Board of Appeals

Resolution #37 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl to set the salaries of the Zoning Board of Appeals members for 2019, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

- I. Chairperson - \$244.00 per regular monthly meeting attended.
- II. Four (4) members each at \$127.50 per regular monthly meeting
- III.

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

Resolution #38 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt to re-appoint Rocky Ellsworth to the Zoning Board of Appeals for the term to expire on December 31, 2023.

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

Resolution #39 Motion was made by Councilpersons Voelkl, seconded by Councilperson Rose to appoint Norman Baase as the Chairperson to the Zoning Board of Appeals for the year of 2019.

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

Conservation Board

Resolution #40 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter to set the salaries for the Conservation Board members for 2019, as budgeted, to be paid on a biannual basis, with the exception of the Chairperson, who will be paid on a monthly basis.

- I. Chairperson - \$244.00 per regular monthly meeting attended.
- II. Monroe County Environmental Management Council delegate - \$40.00 per County Meeting attended/paid semi-annually.
- III. Six (6) members each at \$127.50 per regular monthly meeting attended.

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

Resolution # 41 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to reappoint Clarke Mahaney to the Conservation Board for a two-year term, which will expire on December 31, 2020.

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

Resolution # 42 Motion was made by Councilperson Voelkl, seconded by Councilperson Rose to reappoint Jeanine Klopp to the Conservation Board for a two-year term, which will expire on December 31, 2020.

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

Resolution # 43 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to reappoint Nathan Pacelli to the Conservation Board for a two-year term, which will expire on December 31, 2020.

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

Resolution # 44 Motion was made by Councilperson Voelkl, seconded by Councilperson Baxter to reappoint Carrie Whipple to the Conservation Board for a two-year term, which will expire on December 31, 2020.

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

Resolution # 45 Motion was made by Councilperson Baxter, seconded by Councilperson Voelkl to appoint Dave Walch as Chairperson to the Conservation Board for the year 2019.

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

Resolution # 46 Motion was made by Councilperson Voelkl, seconded by Councilperson Peters to reappoint Shawn Baxter to the Conservation Board for a two-year term, which will expire on December 31, 2020.

Polled votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Hurlbutt No, Councilperson Rose No and Supervisor Peters No.

Support Boards

Resolution # 47 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt authorizing Support Board Chairs to designate “Excused with Pay” any member’s absence due strictly to personal illness or family emergency.

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

Resolution # 48 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Rose to set the maximum number of absences, whether “excused with pay” or “unexcused” for paid members of Support Boards as two during the year of 2019. Members who exceed two absences during the year 2019 must request reappointment for the following year or be replaced.

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

Resolution # 49 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt to require all paid Support Board members to complete a minimum of four (4)

continuing education units during the year 2019, per Chapter 662, New York Laws of 2006. Members who fail to do so must request reappointment for the following year or be replaced. Polled votes: Councilperson Baxter aye, Councilperson Voelkl aye, Councilperson Hurlbutt aye, Councilperson Rose aye and Supervisor Peters aye. Motion Carried

Tax Collector

Resolution #50 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to reappoint Kathi A. Rickman as Tax Collector, and pay her the sum of \$4,793.62 as budgeted, to be paid in a 26-pay period basis for the year of 2019.

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

Election Inspectors

Resolution #51 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to set the salaries of the Election Inspectors for the year of 2019 as budgeted.

- I. Chairperson - \$22.50-\$27.50/per election
- IV. Election Inspector - \$12.00/hr.

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

Resolution #52 Motion was made by Councilpersons Hurlbutt, seconded by Councilperson Voelkl to set the compensation for schooling and testing to be set at \$25.00 per year.

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

Attorney

Resolution #53 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl acknowledging Maureen Werner as Attorney to the Town for 2019 per the existing agreement for legal services.

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

Resolution #54 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Baxter acknowledging Maureen Werner as Attorney to the Zoning Board for 2019 per the existing agreement for legal services.

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

Resolution #55 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt acknowledging Keith O'Toole as Attorney for the Planning Board for 2019 per the existing agreement for legal services.

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

Town Clerk Training Sessions

Resolution #56 Motion was made by Councilperson Rose, seconded by Councilperson Baxter to authorize the Hamlin Town Clerk and Deputy Town Clerk to attend all State and County training sessions for the year of 2019 as budgeted.

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

Senior Citizen Coordinator

Resolution #57 Motion was made by Councilperson Rose, seconded by Councilperson Baxter to appoint Michelle Johnson as the Senior Citizen Coordinator and to set a salary of \$387.00 per month for the year 2019, to be paid monthly.

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

Pre-payment of Bills

Resolution # 58 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt approval to prepay all utility bills including cell phone bills and postage for newsletter/brochure.

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

Review of Town Policies

Resolution # 59 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt acknowledging the annual review and approval of the Town of Hamlin Procurement Policies and Procedures per General Municipal Law Section 10 and 11.

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

Resolution #60 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl acknowledging the annual review and approval of Town of Hamlin Workplace Violence Policy.

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

Resolution #61 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt acknowledging the annual review and approval of the Town of Hamlin Procedure for Waiving Fees.

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

Resolution #62 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt acknowledging the annual review and approval of the Town of Hamlin Credit Card Policies and Procedures for the Town of Hamlin.

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

Resolution #63 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl acknowledging the annual review and approval of the Town of Hamlin Investment Policy.

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

Resolution #64 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt acknowledging the annual review and approval of the Town of Hamlin Fund Balance Policy.

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

Public Officials Bond

Resolution #65 Motion was made by Councilperson Voelkl, seconded by Councilpersons Rose to acknowledge as sufficient, per Public Officers Law Section 11(2), the blanket undertaking covering Town Officers, Clerks and employees as set forth below:

- a. Employees (including Clerks, Court Clerk and Town Officers and employees not prescribed below): \$25,000 limit, \$ 1,000 deductible.
- b. Town Clerk/Tax Collector/Deputy Town Clerk: \$500,000 limit –
- c. Town Supervisor/ Deputy Supervisor/Bookkeeper/Assistant Bookkeeper: \$100,000 limit

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

Workers Compensation Representatives

Resolution #66 Motion was made by Councilperson Rose, seconded by Councilpersons Voelkl to appoint Darlene Capamaggio to serve as Director for 2019 to represent the Town of

Hamlin in making decisions per the Intermunicipal Agreement for UNYMWCP our self-insured compensation plan.

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

Resolution # 67 Motion was made by Councilperson Hurlbutt, seconded by Councilperson Voelkl to appoint David Rose to serve as alternate Director for 2019 to represent the Town of Hamlin per the Intermunicipal Agreement for UNYMWCP self-insured compensation plan.

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

Resolution #68 Motion was made by Councilperson Rose, seconded by Councilperson Hurlbutt to appoint Steven Baase as Facilitator for 2019 for UNYMWCP to represent the Town of Hamlin at the safety steering meetings per the Intermunicipal Agreement for our self-insured compensation plan.

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

Resolution #69 Motion was made by Councilperson Voelkl, seconded by Councilperson Hurlbutt to request Town Board resolution to approve Workman's Compensation claims of \$1,000 or less to be handled in house.

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

LIAISONS FOR 2019

Resolution #70 Motion was made by Voelkl, seconded by Councilperson Baxter acknowledging Town Board Liaisons for 2019 as follows:

- a. Supervisor Peters: Assessor, Attorney, Auditing, Building & Grounds, BI/CEO Fire Marshal/Civil Defense, Board of Assessment, Historian, Media Reporting, Newsletter with Recreation, Town Engineer.
- b. Councilman Baxter: Ambulance, Dog Control Officer, Hilton-Parma Fire Department.
- c. Councilman Voelkl: Zoning Board of Appeals and Chamber of Commerce
- d. Councilman Hurlbutt: Conservation Board, Hamlin Morton Walker Fire Department (Co-Liaison), Town Justices.
- e. Councilman Rose: Highway/Drainage, Planning Board, Senior Citizens, Water, Hamlin Morton Walker Fire Department (Co-Liaison), Clerks, and Library.

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

ADJOURNMENT

A motion was made by Councilperson Rose, seconded by Councilperson Voelkl to adjourn the meeting at 7:39 pm as all business had been concluded.

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

Respectfully submitted,

Kathi A. Rickman, MMC
Hamlin Town Clerk