

Hamlin Town Board Meeting
November 9, 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 Miller.

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, Pastor Ken Miller, Lawyer Ken Licht, Librarian Kay Hughes-Dennett, Building Inspector Cheryl Pacelli, Fire Marshal Tom Maier, Conservation Board Member Justine Jensen and Recreation Director Anke Applebaum.

Residents: Dottie Butcher, Cindy Lutwiller, Joe Nettles and Lewanne Nettles.

PUBLIC FORUM

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

APPROVAL OF TOWN BOARD MINUTES

Resolution #216 Motion was made by Councilperson Maier, seconded by Councilperson Baxter, requesting Town Board approval of the Town Board meeting minutes of October 28, 2015.

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

APPROVAL OF PUBLIC HEARING MINUTES

Resolution #217 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl and Maier, requesting Town Board approval of the Public Hearing meeting minutes of October 28, 2015.

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

AUTHORIZATION OF PAYMENT OF BILLS

Resolution #218 Motion was made by Councilperson Baxter, 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: 11

ACCOUNT	VOUCHER#	AMOUNT	ACCOUNT TOTALS
General	2015-1292 to 2015-1296	19327.93	

	2015-1304	42.68	
	2015-1330 to 2015-1372	8460.00	
	2015-1373 to 2015-1403	14047.01	
Account Total			\$41,877.62
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Library			
	2015-1299 to 2015-1300	147.77	
	2015-1307 to 2015-1318	4320.08	
Account Total			\$4,467.85
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Highway	2015-1319 to 2015-1329	6592.96	
Account Total			\$6,592.96
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Sewer	2015-1297 to 2015-1298	101.99	
Account Total			\$101.99
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Light	2015-1301	1407.05	
Account Total			\$1,407.05
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Employees Trust	2015-1290 to 2015-1291	25080.62	
	2015-1302 to 2015-1304	2147.61	
	2015-1305 to 2015-1306	326.62	
Account Total			\$27,554.85
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Visa Charges			
Account Total			\$0.00
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ADP Charges		166.30	
		39.60	
Account Total			\$205.90
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GRAND TOTAL			\$82,208.22

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. HVA meeting minutes of 11-2-15.
- b. Building Inspector's monthly report.
- c. Fire Marshal's monthly report
- d. A copy of the Zombie homes article.
- e. OSC Announces the Launch of the Academy for NYS Local Officials
- f. Weekly Weather Briefing week of November 4 – 10
- g. Detroit to Turn Vacant Properties into Urban Farming: New Tools for Easier Lot Adoption
- h. National Grid LED Street Lighting Tariff Filing Info
- i. Circling back: Town of Hamlin @ ATC Tower Name: Hamlin NY, ATC Tower 413141, 91 Railroad Ave
- j. News You Share – TWC and C-SPAN Invite Students to Compete in National Documentary Competition
- k. Town of Hamlin @ ATC Tower Name: Hamlin NY, ATC Tower 413141, 91 Railroad Ave
- l. Time Warner Cable – November 4
- m. Help Us Build Great Lakes Community Resilience
- n. NYSLRS Employer E-News – October 2015
- o. Lake Ontario Riparian Alliance Newsletter – Leveler – November 2

ADOPT BUDGET FOR THE TOWN OF HAMLIN FOR FISCAL YEAR 2016

Resolution #219 Motion was made by Councilperson Rose, seconded by Councilperson Maier requesting resolution to adopt the Budget for the Town of Hamlin for fiscal year 2016.

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

1396 Lake Road was tabled until the next meeting.

The Hamlin Meadows Subdivision has stop signs up and some black topping is being worked on along with speed signs being put up.

RELEASE \$35,944 FROM LETTER OF CREDIT FOR HAMLIN MEADOWS SUBDIV SEC 2

Resolution #220 Motion was made by Councilperson Rose, seconded by Councilperson Maier requesting Town Board to release \$35,944.00 from the letter of credit for the Hamlin Meadows Subdivision Sec. 2 for the 3rd release.

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

PUBLIC HEARING FOR LOCAL LAW TO PROHIBIT PARKING BETWEEN NOVEMBER 15 AND APRIL 15 ON TOWN AND COUNTY ROADS

Resolution #221 Motion was made by Councilperson Maier and Rose, seconded by Supervisor Peters Requesting Town Board resolution to Schedule a Public Hearing for a Local Law Prohibiting Parking in the Town Of Hamlin Between November 15 and April 15 of Any Year for November 25, 2015 at 6:45 pm.

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

PAY SCHOOL TAX COLLECTOR'S STIPENDS THROUGH PAYROLL

Resolution # 222 Motion was made by Councilperson Rose, seconded by Councilperson Maier Requesting Town Board resolution to pay school tax collector's stipends through payroll.

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

DISCUSSION

They are still trying to figure out how to move the funds in Recreation since the money is not there to move yet. There is enough to pay the bills currently and they will figure out how it needs to be handled by the November 25th meeting and a budget adjustment may be the way to do it.

Councilperson Voelkl wanted to set up a time to go over the applications for the Building/Assessor Clerk position and set up interviews. They will get together on November 16 at 7:00 to discuss how they will move forward with the interview process.

Supervisor Peters let Parks Superintendent know that one resident from Huntington Parkway attended the Public Hearing for the Budget with the concern of needing things done with the surplus money available. There will be a committee set up in the Spring to go over the needs and what can be done, but the biggest concern right now was a safety one to get the crosswalks painted right away.

There was discussion around the Verizon Tower, it is believed that the highest antenna is owned by 911.

Supervisor Peters reported that a decision will be made on who will be the new Historian this week.

REPORTS

Councilperson Baxter reported on the following:

- Dog Control – The expansion is done. He attended an adoption event at Pet Friendly on Halloween where they had several dogs adopted out. The Dog Warden has been answering some calls for Clarkson.
- Hamlin Ambulance – They had some new members join and they are able to have a response rate of over 50%.
- Lions are looking for people for the bell ringing for 2 hour shifts at Tops. They will be doing it from November 30 – December 24.

Councilperson Voelkl reported on the following:

- Zoning - There were a few items they discussed and had a public hearing.
- There was a joint venture held for the Dog Shelter and Life Solutions and there was a good turnout and both parties did well with the donations that were made.

Councilperson Rose reported on the following:

- Seniors – There was a speaker about Theft Identity that the Seniors enjoyed.
- Planning Board – They are discussing a development at the end of Apple Hollow for some units with 2 separate people owning the units with a sharing wall. They want to begin with a couple and see how the traffic flows before they plan for all 9 buildings they would like to build. He has successful ones built in Canandaigua and Farmington.

Councilperson Maier reported on the following:

- Hamlin Morton Walker Fire District – Call of significance was the fatal fire in the trailer park.
- Larry's Auto burned down and will be demolished. December 6 they will be going up to the Brockport parade.

Highway Superintendent Steven Baase reported on the following:

- Black topping should be finished. They finished the brush pick up with a total of 107 loads picked up. They put a salter on one of the trucks in case it is needed. They will start rebuilding the catch basins. There is a sewer pump in Huntington Parkway that may need to be replaced. No more TV's and Computer's will be accepted at the Highway Garage. They will only be accepted at the Junk drop off days and for a fee of \$10.

Building Inspector, Cheryl Pacelli reported on the Conservation Board – There have been several Hilton Students monitoring the meetings. There were some referrals for fences and foundations. Christine Yager has been asked to be the new liaison for the Zoning Board to take some of the duties off of Merritt Ackles.

Building Inspector, Cheryl Pacelli reported on the following:

Town Board Report 10/13/2015 to 11/09/2015
BUILDING DEPARTMENT

Building permits issued this month for the following: 29

Addition – 1

Alteration – 1

Barn –

Breakwall/Retaining Wall –

Burn Permits Issued n/c - 3

Concrete -

Deck –

Demolition – 3

Failure to Obtain Permit - 2
Fence – 2
Fireplace - 1
Foundation –
Garage – 2
Generator –
Mobile Home -
New Home – 1
Patio -
Pool –
Remodel –
Renovation –
Roof – 8
Selling of Topsoil -
Shed – 4
Sign –
Solar – 2
Storage –
SUP – 1
Temporary Use –
Wood/ Pellet Stove – 1

Total Revenue from Building Permits - \$1777.00

Other Fees received:

Conservation Corridor Development Permit –
Failure to Obtain Permit – \$250.00
Planning Public Hearing Fees - \$125.00
Zoning Public Hearing Fees – \$75.00

Total Other Fees: \$450.00

Total revenue for Building Department: \$2227.00

Phone calls into office - 136

Complaints & Letters sent out:

1211 North Hamlin Road – Goats have been removed from property.

4 Fox Hollow – 6 dogs at residence.

796 – 812 Walker Lake Ontario Road – 1 reminder letter of approaching date for demolition of barn. 1
reminder letter of approaching date deadline for demolition of barn (sent registered/certified mail; it
was refused.)

Homes going up for auction:

50 Close Hollow Drive: November 12, 2015 Downtown Rochester.

Extras:

168 Walker Lake Ontario Road – Water Shut off

Senior Consultant Michelle Johnson reported on the following:

- Thanksgiving Dinner and Elections for the Board will be held at the next Senior Meeting.

Fire Marshal Tom Maier reported on the following:

October 2015 Report,

- Monthly fire extinguisher checks completed for town buildings.
- Deputy Fire Marshal responded with the Fire Department for a structure fire at 81 locust Drive, no cause has been determined at this time.
- Responded with the fire department for a natural gas line struck.
- Annual inspection Walker Baptist Church
- Annual inspection Morton Baptist Church
- Annual inspection St. Elizabeth Ann Seaton Church
- Annual inspection St. John's Lutheran Church
- Worked on the Hazard Mitigation Plan
- Attended the new code training, 6hrs
- Inspected a new gas fireplace insert
- Annual inspection 87 King Street

The Fire at the Larry's Auto needs to be taken care of by the end of the month. He has gotten a demo permit, but he had no insurance so he will not be rebuilding. The fire was caused by a gas tank leak.

Librarian Kay Hughes-Dennett reported on the following:

- They hosted a Friends of the Hamlin Public Library Book sale and sold a lot of books. There were signs made and put out front and they feel that helped draw more people in for the sale.
- She was happy that the budget has been passed.
- They continue their long term process of working on policies and procedures

Recreation Director Anke Applebaum reported on the following:

- They had a successful School of Screams with 22 volunteers and 284 people attending. They made \$1704 and donated \$340.80 to Life Solutions. She is trying to form a committee for next year since it will be the 10 year anniversary and would like it to be a big event.
- On December 12 they will be doing the Holiday Event with the Chili Cook Off, craft vendors and kids seeing Santa in conjunction with the Library.
- They are starting to work on the next brochure.

Supervisor Eric Peters

- He has been working on the Hazardous Mitigation Plan
- He attended the AVA meeting
- They worked all month on the Budgets and things went smoothly and were able to maintain the tax cap.

GO INTO AN EXECUTIVE SESSION

Resolution #223 Motion was made by Councilperson Rose, seconded by Councilperson Voelkl to go into an Executive Session regarding an employee issue at 7:36 pm.

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

GO BACK INTO REGULAR SESSION

Resolution #224 Motion was made by Councilperson Maier, seconded by Councilperson Baxter to go back into regular Session at 7:59pm.

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 Rose, seconded by Councilperson Baxter to Adjourn the meeting at 8:00 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,

Kathi A. Rickman, MMC
Hamlin Town Clerk