Hamlin Regular Town Board Meeting
November 12, 2024

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 7:00 pm by Supervisor Baase. Everyone was invited to participate in the Pledge of Allegiance and a moment of silence for the deceased residents of Hamlin.

Present: Councilperson Jennifer Voelkl, Councilperson Rick Wright, Councilperson Joel Yager, Councilperson Phil Hurlbutt, Supervisor Steve Baase.
Also present: Town Clerk - Patty Jo Groenendaal, Highway Superintendent - Mike German, Code Enforcement Officer - Cheryl Pacelli, Town Attorney – Maureen Werner, Recreation Supervisor - Keylee Gilfilian, Assessor – Liz Spencer, Charles Hungerford, Jonathan Vogler, Rob Westcott, Rev. Steven Warrall.

BROADCASTED LIVE: https://www.youtube.com/watch?v=u7nJASG-gyQ&t=1086s

INVOCATION: Led by Rev. Steven Worrall from Morton Baptist Church

PUBLIC FORUM: No one chose to address the board

APPROVAL OF THE PUBLIC HEARING MINUTES OF OCTOBER 30, 2024
Resolution #248 Motion made by Councilperson Voelkl and seconded by Councilperson Yager to approve the Public Hearing minutes of October 30, 2024
Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

APPROVAL OF PAYMENT OF BILLS FROM THEIR RESPECTIVE FUNDS:
Resolution #249 Motion made by Councilperson Yager and seconded by Councilperson Hurlbutt to approve payment of bills from their respective funds.

ACCOUNT	VOUCHER#	AMOUNT	ACCOUNT TOTALS
General	2024-1467	6.98	
	2024-1428	134.98	
	2024-1465 to 2024-1466	338.41	
	2024-1472 to 2024-1474	3565.06	
	2024-1510 to 2024-1532	199777.02	
Account Total			**$ 203,822.45**
Library	2024-1475	647.68	
	2024-1498 to 2024-1509	10909.3	
Account Total			**$ 11,556.98**

Highway		2024-1482 to 2024-1497		18823.00		
Account Total					**$**	**18,823.00**
Sewer		2024-1476		120.19		
		2024-1479 to 2024-1481		1248.14		
Account Total					**$**	**1,368.33**
Light		2024-1477		2143.11		
Account Total					**$**	**2,143.11**
Huntington Park		2024-1478		125.00		
Account Total					**$**	**125.00**
Paychex		2024-1468		251.17		
Account Total					**$**	**251.17**
Employees Trust		2024-1469		2680.32		
Account Total					**$**	**2,680.32**
Visa Charges						
		Amazon		180.09		
		Dollar Tree		4.55		
		Hobby Lobby		10.14		
		Intuit Mail Chimp		45.00		
		Meta		30.61		
		Rock Auto		54.78		
		Staples		344.97		
		Supplies Pipeline		28.89		
		Tops		74.56		
		Walmart		178.84		
		Wegmans		79.73		
Account Total:					**$**	**1,032.16**
GRAND TOTAL:					**$**	**241,802.52**

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

SUPERVISOR'S MONTHLY REPORT ACKNOWLEDGE AND FILED

APPROVAL TO HIRE WOLF MECHANICAL SERVICE TO COMPLETELY ABANDON THE H.V.A.C. SYSTEM

Resolution #250 Motion made by Councilperson Yager and seconded by Councilperson Voelkl to hire Wolf Mechanical Service to completely abandon the H.V.A.C. system in place at the Hamlin Library and replace it with a totally new system at a cost of $69,890.00 plus Extra expense for electrical wiring.

Discussion – There is an extra cost they just found out in between the entry doors is another heater. That would cost $3,400.00. Since that system was put in we have spent $30,000.00 in repairs. It was way too much system for the size of the library. We can sell the parts from the old one to help recoup some of the cost. They should not have to shut down the library it will be done in phases. It will be about two weeks for the whole project.

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

PAY FOR THE REMAINDER OF THE NEW H.V.A.C. SYSTEM OUT OF ARPA FUNDS

Resolution #251 Motion made by Councilperson Yager and seconded by Councilperson Wright to pay for the remainder of the new H.V.A.C. system out of ARPA funds after the Library and Friends of Library have paid their share.

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

APPROVAL TO DELETE THE SIMPLYBLUE+GOLD 17 HYBRID HEALTH CARE POLICY AND ADD THE SIMPLYBLUE+ BRONZE 4 HEALTH CARE POLICY TO WHAT THE TOWN OFFERS ITS EMPLOYEES

Resolution #252 Motion made by Councilperson Voelkl and seconded by Councilperson Hurlbutt to delete the SimplyBlue+Gold 17 Hybrid health care policy and add the SimplyBlue+ Bronze 4 health care policy to what the Town offers its employees.

Discussion – No one is using those plans looking at adding a high deductible plan.

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

BUDGET AMENDMENTS

Resolution #253 Motion made by Councilperson Hurlbutt and seconded by Councilperson Yager to make the following budget amendments:

Library

Increase Revenue Account:

L.0599.00 Fund Balance	$6,781.55

Increase Expense Account:

L. 7410.413 Maintenance Expense	$6,781.55

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

BUDGET AMENDMENTS USING APRA FUNDS

Resolution #254 Motion made by Councilperson Voelkl and seconded by Councilperson Hurlbutt to make the following budget amendments using APRA Funds:

General

Increase Revenue Account:

A.0599.00 Fund Balance	$667.38

Increase Expense Account:

A.7140.40 Playground and Rec Contractual	$667.38

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

APPROVAL TO CHANGE THE SPEED LIMIT TO 25 MPH FOR HUNTINGTON AND LAKE BREEZE

Resolution #254 Motion made by Councilperson Hurlbutt and seconded by Councilperson Yager to change the speed limit to 25 for Huntington and Lake Breeze.

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

REPORTS

Yager – Dog Shelter had seven calls for service. There are currently three dogs at the shelter. Three dogs were adopted. Four dogs returned to their owners. They organized the back room of donations and helped 33 local rescues by holding a low cost spay/neuter clinic at the shelter.
Library – The preschoolers loved having the firemen come in. They had their book sale.
Review of the Zoning Board of Appeals meeting.

Voelkl – History Center finished cleaning the best they could. The dumpster is done. The Christmas open house is scheduled for December 7th from 11- 2. The sink and toilet have been removed and we would like to put in shelving. Roof for the barn wants to start making improvements. The furnace is not working. There is someone scheduled to look at it.
The sign at the CCC/POW is $1910.00 waiting on the approval from parks.
Chamber of Commerce – Apple Fest is keeping the funds to help them rebuild.

Wright – Ambulance had 95 calls for October. Three new providers have been cleared.
Conservation – Bought five new trees for the park.
Fire district had 48 calls last month 24 were EMS calls.

VFW - Trying to figure out the lights with the new driveway in. It was $55,000 for paving that circle. They received $11,000 in donations. Looking at planning the 250 year celebration for the United States in 2026.
Seniors – The Thanksgiving dinner is at the Hilton Exempts and the Christmas party is at Chef's in Spencerport

Hurlbutt – I was not able to make the Hilton Parma Fire District meeting due to a conflict with another meeting.
Planning – Nothing on the agenda.
Court – Have had 20 applications for the Court Clerk position. (maybe more now)
Farmland Protection Plan –Steve and I met with CPL to review the rough draft. We made some changes and suggestions. Once he gets those changes implemented, we hope to present it to the steering committee for their review.

Pacelli – The BAS/IPS system is down for the report. It is also down with the Town Clerk's office as well. Yard Daddy has been doing the lawn mowing, are we going to extend the contract or putting out to bid?
Werner – Does it indicate that in the contract for an extension?
Baase – No
Werner - than you have to go to bid again.

German – Highway would like to get more information on the web page. Getting ready for winter. 23 trees were planted between Scout Park and Town Hall Park. Working on the sewers, flushing and raising manholes. There are about 50 residents hooked up to the lakeshore sewer. We hook up about one per week.

Gilfilian – We survived Halloween, barely. We are reevaluating for next year. Now we transition to Christmas and Storytime with Santa. Josh is presenting at the GVRPS conference. Working on the brochure for the beginning of the year.

Spencer – I went through the EDU for the water districts and it brought it down about $65.00.
Baase – The price might go down more if we get Kendall involved.
Hurlbutt –We talked about the Assistant position.
Spencer – Yes, I have the job descriptions from Darlene. We plan to put it on indeed. I talked with Steve and will have something soon.

Groenendaal – The DEC has changed their licensing to having everything printed on paper. This extra cost has been put on the licensing agents and now have added an option where the customer pays an extra $1.00 for the printing. Most of the other Town Clerks are not charging. I don't think there is a need.

Baase – I have been busy getting the quote for the library. I didn't hear back from the 4th quote. Working on the healthcare. Working with the winter fest. Finalizing the budget. The comptroller was here just had one thing out of order so we fixed that. LWRP just called we have to do some remapping and work with JP on that. Still working on the towers.
St. Johns Lutheran Church, Pastor Chris Bode is wondering what to do with the church and maybe turn it into a community center. Just starting the conversation. Will talk about it with the grant writers.

Discussion –
Voelkl – What would be the next step for the lights at Lake Breeze?
Baase – Mike has been talking to National grid about that and getting prices.
German – We pay them an annual fee that includes the light and installation. Where do you want the lights and how far are they from the power source? A quick calculation I did was 44 lights. I believe it was in the range of $20.00 per household per year. If we go to just intersections and curves it would be a lot less per household. Starting point would be to look at curves and intersections.
There is a question on lights and who owns them. National Grid would need to work on their inventory.

APPROVAL TO ENTER INTO EXECUTIVE SESSION

Resolution #255 Motion made by Councilperson Hurlbutt and seconded by Councilperson Yager to enter into Executive Session the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

ACCEPT THE QUOTE FROM SAVE TIME CLEANING SERVICES FOR CLEANING/ CUSTODIAL SERVICE

Resolution #256 Motion made by Councilperson Voelkl and seconded by Councilperson Yager to accept the quote from Save Time Cleaning Services for cleaning/ custodial service for the Hamlin Town Hall and Court House dated 11/12/2024.
Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

APPROVAL TO LEAVE EXECUTIVE SESSION AT 9:30 PM

Resolution #257 Motion made by Councilperson Voelkl and seconded by Councilperson Hurlbutt to leave executive session at 9:30 PM

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

APPROVAL TO REVISE THE EMPLOYEE HANDBOOK

Resolution # 258 Motion made by Councilperson Yager and seconded by Councilperson Wright to revise the Employee Handbook with the following:

Cell phone reimbursement rates are set at $35.00 a month for employees whose job duties require one including, Highway Superintendent and Deputy, Fire Marshal, 2-Court Judges, Senior Citizen Coordinator, Recreation Supervisor, Building Inspector, and future Supervisors who wish to use it.

In section 4 subsection 4.29 add, an employee of the Town who left employment in good standing and returns to work in no more than 3 years in the future can have their previous time worked added to their current time regarding benefits.

Change 3.06 Compensatory Time in the Employee Handbook to read (All full-time, non-exempt employees in the Town of Hamlin have the option to receive comp time hours in lieu of overtime pay. Compensatory time is given equal to one and one-half hours for each overtime hour worked. Employees may accumulate a maximum of 27 overtime hours which equate to 40.5 hours comp time. All comp time hours must be used by the end of the year in which they were earned.)

Polled votes: Councilperson Voelkl aye, Councilperson Wright aye, Councilperson Yager aye, Councilperson Hurlbutt aye, Supervisor Baase aye. Motion carried.

ADJOURNMENT:

Resolution #259 Motion was made by Councilperson Hurlbutt and seconded by Councilperson Wright, requesting Town Board approval to adjourn the meeting at 9:37 pm as all business had been concluded.
Polled votes: All in Favor. Motion Carried.

Respectfully submitted,

Patty Jo Groenendaal

Patty Jo Groenendaal
Hamlin Town Clerk