

**Hamlin Town Board Meeting
July 11, 2011**

The Hamlin Town Board held their regular scheduled meeting in the Hamlin Town Hall located at 1658 Lake Rd., Hamlin, New York. The meeting was called to order at 7 pm by Supervisor Terry. The location of the fire exits and defibrillator was 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.

Present: Councilperson Thomas Breslawski, Councilperson Craig Goodrich, Councilperson Paul S. Rath, Councilperson David Rose, Supervisor Peter Terry.

Also present: Attorney Ken Licht; Highway Superintendent Steven Baase; Building Inspector Lee Nettnin; Pat MacIntosh from Finance Dept; Conservation Board Members David Walch, Ed Evans, Nick Kramer and Jason Baxter; Planning Board Member Tom Jensen; Town Historian Bob Kruger; Library Director Kay Hughes-Dennett; and Resident John DeRue.

PUBLIC FORUM

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

PRESENTATION BY DAVID WALCH, CONSERVATION BOARD CHAIRMAN

**Town of Hamlin Conservation Board
2011**

*- Toward 2011 Training Requirements

** - Active Friends of Hamlin Beach State Park

Member	Liaison Responsibility	Training Hours*	
		2011	Start Date
Merritt Ackles	Lakefront Site Inspections	4	04/2004
Jason Baxter**	Town Board	4	09/2009
	ZBA Workshops		
Ed Evans**	Hamlin Beach State Park	3.5	01/2008
	Army Corp of Engineers		(Most Recent term)
Jeanine Klopp**	Planning Board	4	02/2006
	ZBA Workshops		
Nick Kramer**	Zoning Board of Appeals	4	02/2009
Paul Nau	MC Fishing Advisory Board 2		01/2010
Dave Walch**	MC EMC	4	07/1993

Total 25.5 Hours (91.1%)

Standard Activities

- 1.) Engaged in 18 on Site Inspections in the past year
- 2.) Liaisons provided input to other town support boards as requested
- 3.) Liaisons to other town and county boards/committees, report out at monthly CB Meetings
- 4.) Provide an open forum for resident's environmental or conservation concerns – we encourage public comment and input at monthly meetings
- 5.) Support Free Fishing Day (2 board members participated this year)

- 6.) Continue nurturing improved protocol and relationship with Hamlin Beach State Park management – New manager on board
Ed Evans and I had a meeting with the Jay Bailey, the new park manager last week and he wanted to thank the Highway Department for helping him out. He said that he appreciated it very much and hopes that he can reciprocate in the future.

Special Events

- 1.) Annual Earth Day at the Park Event (Estimated 2011 attendance was 200-300); Inclement weather was a factor; Added 300 trees to Park Nursery.
- 2.) Established Friends of Hamlin Beach State Park – certified as 503C – just waiting to obtain tax identification number.
- 3.) Assist in coordinating and co-chairing the annual International Coastal Cleanup Event held at the park in September
- 4.) Conservation Board Members continue to engage in the archeological and historical aspects of the CCC/POW encampment at Hamlin Beach State Park
Ed Evans and Nick Kramer from the Conservation Board are actively engaged in this and they are watching over to make sure that things are being done environmentally conscious. They had a meeting two weeks ago and they are going to give us the old farm house on Moscow Road to create a museum.

APPROVAL OF REGULAR TOWN BOARD MEETING MINUTES OF JUNE 13, 2011

Resolution # 137 Motion was made by Councilperson Rose, seconded by Councilperson Rath, requesting Town Board approval of the regular Town Board meeting minutes of June 13, 2011, amending Councilperson Breslawski’s Report. It incorrectly states that increases are mostly due to a withdrawal of New York State funding back in 1998. It is supposed to say that New York State funding was rolled back to 1998 levels.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

AUTHORIZATION OF PAYMENT OF BILLS FROM THEIR RESPECTIVE FUNDS

Resolution # 138 Motion was made by Supervisor Terry, seconded by Councilperson Rath, to authorize payment of bills from their respective funds.

MONTHLY TOTALS			ABSTRACT	7
<u>ACCOUNTS</u>	<u>VOUCHER#</u>	<u>AMOUNT</u>	<u>ACCOUNT TOTALS</u>	
General	8077-8080	4000.04		
	8192-8193	678.23		
	8199	302.34		
	8201-8202	159.19		
	8206	1000.00		
	8207	70.20		
	8254-8345	62047.47		
Account Total			\$	68,257.47

Library	8081-8082	262.88		
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	8208	68.45		
	8213-8228	4980.35		
Account Total			\$	5,311.68
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Highway	8194	43.40		
	8229-8253	63695.04		
	8346	105.36		
Account Total			\$	63,843.80
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Sewer	8195	53.60		
	8209-8212	1137.66		
Account Total			\$	1,191.26
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Light	8083	966.17		
Account Total			\$	966.17
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Trust	8084	1722.80		
	8190	4689.50		
	8191	14039.25		
	8197	179.32		
	8198	198.78		
	8200	24175.53		
	8203-8205	1900.52		
Account Total			\$	46,905.70
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GRAND TOTAL:			\$	186,476.08

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

APPROVAL TO TRANSFER FUNDS FROM DOG CONTROL EXP TO DOG CONT ASST.

Resolution # 139 Motion was made by Councilperson Rose, seconded by Councilperson Breslawski, requesting Town Board resolution to approve the transfer of funds from their respective funds as follows:

<u>From Account #</u>	<u>To Account #</u>	<u>Amount</u>
A3510.4 – Dog Control Exp.	A3510.11– Dog Control Asst.	\$167.03

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

Supervisor’s Monthly report acknowledged and filed.

CORRESPONDENCE:

- a. A copy of Ag & Markets inspections of Municipal Shelter and Dog Control.
- b. A letter mailed to Mr. Rice RE: Church Road and Lake Road West Fork.
- c. The list of changes at Time Warner Cable.
- d. A thank you for our staff working at the Hazardous Waste Collection.
- e. A letter from Mr. Rice RE: Church Road and Lake Road West Fork.
- f. A listing of tentative assessments for the different towns in Monroe County.

- g. Property tax cap part A.
- h. An E-mail from Mr. Lapinski RE: 2 mile setback for wind turbines.

APPROVAL TO PRE-PAY LEASE PAYMENT FOR THE NEW COPIER

Resolution # 140 Motion was made by Councilperson Rose, seconded by Councilperson Goodrich, requesting Town Board approval to pre-pay the lease payment for the new copier. The payment will go to USbancorp Equipment Finance, Inc. in the amount of \$227.34, due the first of the month for 60 months.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

PUBLIC HEARING SET FOR PROPOSED GRAIN COMMUNICATION TOWER

Resolution # 141 Motion was made by Councilperson Breslawski, seconded by Councilperson Goodrich, requesting Town Board resolution to set a public hearing for the proposed Grain Communication Tower on August 8 at 6:30 pm.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried

APPROVAL TO AMEND TOWN OF HAMLIN INVESTMENT POLICY

Resolution # 142 Motion was made by Councilperson Rath, seconded by Councilperson Goodrich, requesting Town Board approval to change the wording on the Town of Hamlin Investment Policy as rewritten and approved by the representative from the New York State Comptroller's Office. See attached for full Investment Policy.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

AMEND RESOLUTION #82 TO ESTABLISH NYS RETIREMENT RESERVE FUND

Resolution # 143 Motion was made by Councilperson Rose, seconded by Councilperson Breslawski, requesting Town Board approval to amend resolution # 82 dated 2/14/2011 to read as follows:

Resolved, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the NY State Retirement Reserve Fund (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of unexpected increases in the NYS Retirement payments required by the State of New York.

The chief fiscal officer is hereby directed to deposit and secure the moneys of the Reserve Fund in the manner provided by Section 10 of the General Municipal Law. [The governing board] [the chief fiscal officer] may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of [local government]. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund capital gains, or losses resulting from the sale

of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law including permissive referendum if required by subdivision 4 Section 6-c.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

APPROVAL TO INCREASE MILEAGE RATE TO 55.5 CENTS PER MILE

Resolution # 144 Motion was made by Councilperson Breslawski, seconded by Councilperson Goodrich, requesting Town Board approval to increase the mileage rate for the next 6 months to 55.5 cents per mile. This will be in compliance with the IRS which increased the mileage rate on June 23, 2011 and will be in effect until 12/31/11.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

No action was taken on the APO Public Hearing. It was decided to wait until after the Informational Meeting being held on July 12.

PUBLIC HEARING SCHEDULED TO ADOPT THE TOWN OF HAMLIN CODE BOOK

Resolution # 145 Motion was made by Supervisor Terry, seconded by Councilperson Rose, requesting Town Board resolution to hold a public hearing on proposed local law WHEREAS the Town Board of the Town of Hamlin has entered into a project for the codification of local laws of the Town of Hamlin for the purposes of increasing the effectiveness of Town governmental administration, providing for greater public awareness of and access to Town legislation and protecting the health, safety and welfare of Town inhabitants; and

WHEREAS the proposed codification has been published in loose-leaf form and the Town Board now desires to formally effect the adoption of said codification by enactment of a local law;

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held by the Town Board with respect to enactment of the following local law, such public hearing to be held on the 2nd day of August, 2011, at 7 p.m., in the Town Hall, Town of Hamlin, New York. The proposed local law to be considered is as follows: **LOCAL LAW NO. 4-2011**

A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS OF THE TOWN OF HAMLIN INTO A MUNICIPAL CODE TO BE DESIGNATED THE "CODE OF THE TOWN OF HAMLIN"

Copies of the text of the above-named local law shall be filed in the office of the Town Clerk.

AND BE IT FURTHER RESOLVED that the Town Clerk is hereby directed and authorized to cause public notice of said hearing to be given in accordance with the Municipal Home Rule Law, the Open Meetings Law and the Town Law of the State of New York.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

WAIVE PENALTY FEE REQUEST DENIED FOR MR. BOND

Resolution # 146 Motion was made by Councilperson Rose, seconded by Councilperson Breslawski, requesting Town Board resolution to deny the request to waive the penalty fee for Mr. Bond, 528 Bankside Drive.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

REPORTS:

Councilperson Breslawski – Recreation Department has been very busy. The Playground Camp is doing well. They will be installing a flag pole out on the fields from donations. Joe Mandel from the Rec Commission will be donating the flag, Mike Rath will be donating the solar light, and the shipping for the light pole, which is quite expensive, is to be donated by the VFW.

Library Trustees have been working to establish a policy for unattended minors at the Library. Trustees have also approved the new MCLS Contract at their July meeting, which is about a \$3,000 increase, again due to the roll back in State funding. Friends of the Library Book Sale will be held on August 11 – 13 at St. John's gymnasium.

The APO presentation is tomorrow night in the Town Hall gymnasium at 7 pm.

KARL BURROUGHS REAPPOINTED TO RECREATION COMMISSION

Resolution # 147 Motion was made by Councilperson Breslawski, seconded by Councilperson Rath, requesting Town Board resolution to reappoint Karl Burroughs to the Recreation Commission for a five year term to expire August 1, 2016.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried

Councilperson Goodrich – Dog Control had 40 calls in the past month. A lot of unlicensed warnings were given out. He had three 911 calls.

I couldn't attend the Hamlin Volunteer Ambulance because it was the same night as the Town Board Meeting. I checked but there were no big issues.

Hilton-Parma Fire House has no big issues there.

Zoning is all a matter of public record.

Supervisor Terry – For the Redman/Cook Water District, we have sent out applications to the NY Dept of Ag and Markets for review and approval, Monroe County Dept of Health for review and approval, NYS NYDEC for review and approval, Monroe County Water Authority for review and approval, Monroe County DOT for review and approval, and the Army Corp of Engineers for them to review. Today I received the first one back from the Dept of Ag and Markets saying that our final notice of intent is complete. However, it has been forwarded to the Commission of Environmental Conservation, the Advisory Council on Agricultural, and the County Ag and Farmland Protection Board for them to review for the next 45 days.

Councilperson Rose – This past week we had quite a few incidents of water breaks in the Town of Hamlin. Monroe County never came up with the cause. There were considerable breaks on Hamlin Center Road, Roosevelt Highway, Morton Road, Hamlin Parma TL Road, and the Village of Brockport had a major problem with their mains being sucked dry. The County is looking into replacing the old line of water main of Hamlin Center Road. It just can't stand these high pressures.

The Mystery Trip for the seniors went well; it was an animal day. The seniors got to go to a rodeo; from there they went to a wild animal place in Varysburg and took a two hour ride through. They thoroughly enjoyed it and it really was a surprise to a lot of them.

You have all received the Planning Board minutes.

Councilperson Rath – Nothing new to report for the Fire Departments.

Conservation Board – I was unable to attend, but we do have their minutes.

I have a question I would like Ken to look into, is it proper to have them go out to the Justices for referral when we have a local law Public Hearing for comments back or at least provide copies to let them know what laws we are passing on a local level?

Attorney Licht stated providing copies would be appropriate, but soliciting suggestions only if it originated from the Justices.

Highway Superintendent Steven Baase – We are almost done blacktopping. We should finish up Walker Road tomorrow for the County and that will be most of the major blacktopping for them. Wednesday we will start digging on Ketchum Road to widen that road. We are going to start blacktopping a few town roads.

I got the No Parking signs ordered and one of them is up in this parking lot so far. I am waiting for a stake out to get the other sign up. I want to get another post up for that sign and a post for another sign for handicap parking. They will probably be up this week.

I called the County today about the low water pressure, but no one responded yet.

Last month we had a lot of vandalism in town. The big brick and wood Apple Hollow sign and a lot of other things have been tipped over. Kathi lost all the wagons out front; they were broken, smashed and tipped over and numerous other vandalism things. We are going to build a permanent gate at the park on Brick Schoolhouse Road to close that off at 9 pm. We are thinking about getting prices on security cameras for around the building and the playground to help out when security is not around at midnight. We are putting up more lights. We put up a light on the basketball court and I have another light to install by the Lion's Pavilion to shine in that area toward the playground.

Library Director Kay Hughes-Dennett – We had our opening for Summer Reading Program at the Town Hall gym on June 27th and we had 89 people attend, and we had a magician as well. We are having our big machine program in the parking lot of the Library on Thursday and Mr. Baase is having a vehicle of his choice show up along with a school bus, sheriff's car, farm tractor, ambulance, and a fire truck from Hamlin. We had good attendance last year and we are hoping we have good attendance this year. The kids really loved it.

Town Historian Bob Kruger – Last Wednesday night the Clarkson Historical Society held their monthly meeting at the History Center. We had over 20 people in attendance and some spry people came in and we also had 3 board members from the Parma Historical Society stop by and tour the building. Four residents from Hamlin also came. I gave a talk on Northstar School and I answered several questions. I had a talk with Leanna Hale, Clarkson's Town Historian, and we exchanged some ideas and we may pass around some information back and forth. Everyone seemed to enjoy themselves and had a good time.

We are looking for a candidate for the Hamlin Heritage Award. Anyone that has an idea for someone they would like to nominate, they can go to the Town website or the Town Clerk's Office and look at the criteria on the nomination form.

Conservation Board Jason Baxter – Nothing to report.

Councilperson Rath – I was at my son's ball game in Rush Henrietta and I received a comment from someone. They were from Hamlin and they said how nice it was to come to Hamlin and have a building out here with clean bathrooms instead of port-a-potties like the other town parks have, especially on a 90 degree day. It's a nice facility and it's clean.

I did send an email to National Grid to follow up on the pole on 18 and Redman Road. It still is not taken down. It is due to an accident over a year ago that severed the pole. They were supposed to remove the lines and they said they had a work order in. It was supposed to be done by the end of June. It's still not done so I sent them a follow-up email and haven't heard back from them yet.

Highway Superintendent Baase stated that they contacted him and said they sent out a stake out request because they are going to be working over there. They just contacted him today so they have 10 days before the stake out. So some time in the next 10 days they will be pulling the pole.

ADJOURNMENT

A motion was made by Councilperson Rose, seconded by Councilperson Goodrich to adjourn the meeting at 7:40 pm as all business has been concluded.

Polled Votes: Councilperson Breslawski aye, Councilperson Goodrich aye, Councilperson Rath aye, Councilperson Rose aye, Supervisor Terry aye. Motion carried.

Respectfully submitted,

Kathi A. Rickman, MMC
Hamlin Town Clerk

TOWN OF HAMLIN INVESTMENT POLICY

I. SCOPE

This investment policy applies to all moneys and other financial resources available to the Town for investment on its own behalf or on behalf of any other entity or individual.

II. OBJECTIVES

The objectives of the investment activities of the Town of Hamlin are, in priority order:

- To adequately safeguard principal;
- To conform with all applicable federal, state and other legal requirements;
- To provide sufficient liquidity to meet all operating requirements;
- To obtain a reasonable rate of return.

III. DELEGATION OF AUTHORITY

The Town Board's responsibility for the administration of the investment program is delegated to the Supervisor, who shall establish procedures for the operation of the investment program consistent with these guidelines.

IV. DIVERSIFICATION

It is the policy of the Town to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling where possible and appropriate. It is recognized that there are instances when the competitive advantages gained by investing in diverse institutions are outweighed by achieving and maintaining certain deposit levels with a single institution.

V. DESIGNATION OF DEPOSITARIES

The Town Board will authorize the establishment of accounts and business relationships with various banks, trust companies and other financial institutions.

M & T Bank

VI. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, sec. 10, all deposits of the Town, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, shall be secured by: "eligible securities;" an "eligible surety bond;" or an "eligible letter of credit" as each is described in General Municipal Law, sec. 10. The Supervisor may, at his sole discretion, decline to accept certain types of "eligible securities" as collateral if he deems them inappropriate for the Town. Collateral shall not be required with respect to the direct purchase of obligations of the State of New York, obligations of the United States, or

obligations of federal agencies, the principal and interest of which are guaranteed by the United States Government.

VII. SECURITY AND CUSTODIAL AGREEMENTS

A security and custodial agreement shall be executed with each financial institution with which the Town establishes an investment relationship. This agreement shall meet the requirements outlined in the General Municipal Law, sec. 10 and other applicable state and federal laws.

Tri-Party collateral agreement among the customer (The Town of Hamlin), M & T Bank and the Bank of New York (BNY Mellon)

Irrevocable Stand-By LOC between the customer, M & T Bank, third parties, (The Town of Hamlin), and the Federal Home Loan Bank of New York.

VIII. DESIGNATION OF BANKS

The Town Board shall designate commercial banks and trust companies approved to do business in the State of New York to act as custodians of the Town's investments. All financial institutions with which the Town conducts business must be credit worthy.

M & T Bank

IX. PERMITTED INVESTMENTS

As authorized by the General Municipal Law, sec. 11, the Town of Hamlin authorizes the Chief Fiscal Officer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time accounts
- Certificates of deposit
- Obligations of the United States of America
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America
- Obligations of the State of New York
- Obligations issued pursuant to LFL sec. 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation
- Obligations of public authorities, public housing authorities, urban renewal agencies, and industrial development agencies where the State statutes governing such entities or whose specific enabling legislation authorizes such investments
- Certificates of Participation (COPS) issued pursuant to General Municipal Law, sec. 109-b
- Obligations of the Town of Hamlin, but only with any moneys in a reserve fund established pursuant to General Municipal Law, sec. 6-c, 6-d, 6-e, 6-g, 6-h, 6-k, 6-l, 6-m, or 6-n

All investment obligations shall be payable or redeemable at the option of the Town within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided.

The total amount invested in any single institution shall not exceed \$3,900,000.00

X. PURCHASE OF INVESTMENTS

The Supervisor shall authorize the purchase and sale of all securities and execute certificates of deposit on behalf of the Town of Hamlin. All purchased obligations, unless registered or inscribed in the name of the Town of Hamlin, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Town by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, sec. 10.

The purchase and sale of investments may be by competitive bid or a negotiated process. It is recognized that the interest rate bid is not the only consideration in the awarding of an investment; strict compliance is not required.