

Town of Hamilton Regular Board Meeting Minutes
Thursday April 14, 2016 at 6:30 p.m.
Held at the Town Office, 16 Broad Street, Hamilton, NY

Present: Eve Ann Shwartz, Peter Darby, Suzanne Collins, Chris Rossi, David Holcomb.
Others Present: Sue Reymers, Bert Glazier, Brynley Wilcox, Jim Leach, WRHA-Dee Schaeffer and Rosie the dog, Linda DeMuro, Lewis Carinci, Bob McVaugh.

Call to order & Welcome: Supervisor Shwartz called the meeting to order at 6:38 p.m.

Public Comments:

Jim Leach from the Partnership for Community Development handed out a sheet 'Current Projects - April 2016' (ATTACHMENT A) and reviewed it with the board.

Special Guest:

Wanderers' Rest Humane Association (Madison County's Animal Shelter)

Linda DeMuro gave a brief presentation on the latest happenings from Wanderers' Rest Humane Association. Also from the shelter, Lewis Carinci and Dee Schaefer and Rosie. Materials were handed out for all of the council members which explains much about their services. Highlights included reviewing the impoundment fees for all the towns in Madison which vary from town to town. They reviewed the fees and recommend that all the towns should review their fees and overall adopt the same fee. It would make it logistically much easier for the shelter. Ms. DeMuro also shared that Madison County Health Department would like all towns to make their Dog Control Officer (DCO) an Animal Control Officer which would allow the office to handle any animal. It will help financially at the County level, especially dealing with the costs with rabies vaccinations which are more of a problem with cats. DCOs have no jurisdiction over cats or other dogs. If an ACO, they can take in any animal. Ms. DeMuro continued that dog licensing is only handled at the town office, the shelter cannot license them, but each month the list of adopted animals can be sent to the clerk. Ms. DeMuro explained about other various services such as Reading to Rover, collaborating with various animal groups and law enforcement, low-cost Spay and Neuter Program, iPet Companion program, etc. She asked that the town add a link to the WRHA website.

GENERAL:

Approval of Minutes

RESOLUTION 2016-42: Approval of Minutes

On a motion of Councilmember Darby, seconded by Councilmember Rossi, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the minutes from February 11, March 10 and March 30 be approved.

Claims for Payment:

RESOLUTION 2016-43: Audit of Claims

On a motion of Councilmember Collins, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the bills contained on Abstract #4 have been reviewed by the Town Board and are authorized for payment totaling \$127,572.17 in the following amounts:

General Fund A	No.	89	<i>through</i>	112	\$12,834.77
General Fund B	No.	17	<i>through</i>	20	\$327.38
Highway Fund DB	No.	36	<i>through</i>	53	\$15,343.70
Lighting Districts	No.	7	<i>through</i>	8	\$466.32
Pre-Pays					\$98,600.00

Supervisor/Bookkeeper - Brynley Wilcox

Ms. Wilcox reviewed her narrative report. There is no transfer needed this month. She emailed the State FEMA contact twice and has not heard back. The Annual Update Document was submitted to NYS on March 23, 2016. The Wheeled Excavator was purchased for \$95,000. The pick-up truck was exchanged at a cost of \$3,600.

The Paid Time Off Policy was reviewed for the latest changes. Changes include, but are not limited to, how they accumulate paid time off and holidays. Only applies for full-time non-exempt highway employees. The Highway Superintendent is exempt.

RESOLUTION 2016-44: Approval of New Paid Time Off Policy for Highway

On a motion Councilmember Holcomb, seconded by Councilmember Rossi, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the newly written Paid Time Off Policy for the Highway Department be approved as submitted. (ATTACHMENT B)

TOWN REPORTS:

Highway Superintendent - Bert Glazier

Working on pulling shoulders off. Eaton, Preston, Bonney, Hill, Cole, Rhoades, Humphrey (Lower), Kiley, and Smith have been done. They put a culvert in for Mark Curtis on upper Payne so he can do some logging on his land. There are only four (4) more roads to pull and then they start ditching. They plowed and sanded. Various maintenance as they put a new bristle on the broom. They put a new hose on Truck #15. Listed the backhoe and loader to sell. Auctions International will come and take pictures. Spoke with Jim Wakeman on the repair of the Salt Shed.

Spoke with owner on Morse Road. They are building a house up there. The Codes Officer has not even issued a permit for their foundation yet. Mr. Glazier told him that if they cannot pave the road this year, they would fix it best they can. The length of the road is about ¾ of a mile. Currently it's seasonal. Mr. Glazier read in the manual that we can make them an offer to buy the road. In answering a question about cost, the materials were listed as: drainage, 3 ft. of crusher run needed for about a ½ mile because it's in a swamp. It will

need a turnaround and the school bus will need to get in there. Mr. Glazier will talk to school about going down the road or having kids get picked up at the beginning on Preston. The Supervisor stated that we really need a budget for cost of putting in road. It will need to be 26 feet wide. Electric needs to go up there. The base needs to go in, compact it and then put the top on. It's the town's responsibility to build it out. We need to build it for an ambulance and fire to get there. Originally a farm and house were back there. Mr. Glazier continued that we need to make it two (2) car wide, with drainage, and safe. Needs a turn around. Question arose about the rest of the road which used to go to Horton. It is believe that it was abandoned. Mr. Glazier will go through the County to research about the rest of the road to see if it's abandoned.

Mr. Glazier continued about the equipment changes and then the road plan for the year. He should have it for the May meeting. Mayor McVaugh asked if Colgate contacted the town about safety on Spring Street and Hamilton Street. Town responded that it did not. It fits in with the Comprehensive Plan to have safe trails for biking, and walking. Hamilton and Gorton are County Roads where a lot of runners go. It could be a good PCD project to research funding. Mr. Glazier stated that the problem on Spring Street is that there is no room, it's a narrow road. All agree that it's a tough situation. Publicity about safety on the Road may help. Mayor McVaugh will come up with a note that we can co-sign.

Town Clerk - Sue Reymers

Clerk Reymers handed in her monthly report along with the last several months of reports from the Dog Control Officer. Clerk: 7 Hunting/Fishing, 4 Marriage Licenses, 29 Dog licenses, 25 landfill tickets, 5 death certificates, 2 building applications, 1 Special Permit application. Dog Control: December 2015-4 calls, Jan-none, February-8 calls, March-5 calls.

Codes Enforcement Officer-Donald Forth

The board reviewed the CEO report. There were two building permit applications - a new log home on Humphrey Road, a garage on Spring Street and one special permit application for a wedding event center in Poolville by the Poolville Country Store. Clerk Reymers reported that the family building on Morse Road just starting working with the CEO on their application for a new home.

COMMITTEE REPORTS:

SOMAC - David Holcomb

No report. Mr. Holcomb missed the last meeting. Due to meeting change, we will be updating a month behind. Patty Matson from Town of Lebanon attended last meeting.

Comprehensive Plan - Chris Rossi

Ms. Rossi thanked the Council for their edits. All were sent to Nan. We will have it back by April 25th in time for the next council meeting.

Partnership for Community Development - Peter Darby

Already reported on.

38 Milford Street – Suzanne Collins/Peter Darby

The zoning jurisdiction is clear in that it's not the Village, but not clear that the town's zoning applies because we have no jurisdiction in the Village. We are getting the survey finished up. Chris Kendall is working on the easements which will impact the location of parking and the entrance. There is a more recent easement and we need to know the details on that. The architects are working based on our initial meeting. Next meeting needs to be scheduled. The committee is working on reviewing three quotes on hazmat survey. The architects recommended Delta. Jim Hughes needs to review the contract. A resolution is needed to sign the contract. Clerk Reymers has a call and two emails into Delta and has not heard back yet. The resolution should be open in case Delta does not respond to our call.

RESOLUTION 2016-45: Authorization for Supervisor to sign Hazardous Material Survey Contract

On a motion Councilmember Rossi, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Supervisor be authorized to enter into a contract with a company to be determined with the best value law in consideration.

Court Consolidation – Suzanne Collins

The committee is not really talking about court consolidation right now due to how tricky the process is. It's on the back burner while we look at the Justice Clerk position. Sandy Crumb took the primary Clerk position. We are looking at a shared services agreement with the Village for the position. We are looking at 20% as that is the percent of time the clerks spend on town business. An advertisement went out for a part-time position for 16 hours, up to 20 hours. Don Haight reviewed the proposal and seemed satisfied with the hours. The committee to hire includes Suzanne Collins, Sandra Carter and two justices. In the budget proposal from the Village, there is 20% for wages and 20% for operating expenses. Ms. Collins emailed the Village that we pay rent and that part of the operating expenses are covered through that. The Village came back with a response and took out the phone, electric and cable. Sue Collins will contact Treasurer Mary Ann Henderson on Monday to discuss the budget details. Mayor McVaugh will follow up with her as well. (SEE ATTACHMENT C)

RESOLUTION 2016-46: Authorize the Supervisor to enter into a Shared Services Agreement with the Village for a Justice Clerk

On a motion Councilmember Darby, seconded by Councilmember Rossi, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that Supervisor have the authorization to move into a shared services agreement with the Village of Hamilton for Justice Clerk with details to be worked out.

OLD BUSINESS:**Vet Exemptions**

Board decided to leave it as it is.

NEW BUSINESS:**Approval of Polling Sites for Madison County Board of Elections****RESOLUTION 2016-47: Approval of Designated Polling Places**

On a motion Councilmember Holcomb, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that District 1 & 2's polling place be located at the Hamilton Public Library 13 Broad Street, District 3 will be at the Village of Earlville Clerk's Office 8 North Main Street and District #4 will be at the Poolville Community Center 7484 Willey Road.

Justice Clerk

Already reported on.

May Meeting Date Change

The May meeting has been moved to May 9. Notice will go in the papers.

Concerns of the board:

Chris Rossi share that she attended a Sustainability meeting that was hosted by Colgate on Tuesday. The idea was to invite local stakeholders and talk about sustainability and climate change and to discuss how we could all come together to address concerns, mitigate them, and educate the public. It was a brainstorming session. Talked about impacts on infrastructure, agriculture, etc.

Ms. Collins asked about the status of the phone at town barn. Mr. Glazier stated that it will be done in May or June.

Supervisor's Report: Madison County Activities:

Supervisor Shwartz reported that the County wide emergency study is slowly progressing. There was a glitch or disconnect between the data at 911 and the data the consultant was using. The whole thing is off by a couple of weeks. The final report should be ready in May. Recently, a part-time position was created to recruit volunteers for fire departments and emergency services for 8-16 hours per week in the whole county. The Assembly and Senate passed their bills for Madison County to get 25% of revenue from Yellow Brick Road Casino. Next step is for the Governor to review it who may veto it, so Ms. Shwartz is asking the Council to pass a resolution to for us to write a letter to ask him to sign it. Most of the towns is sending a letter.

RESOLUTION 2016-48: Authorize Supervisor to Send Letter to Governor Cuomo to ask him to sign the bill for Casino Revenue

On a motion Councilmember Darby, seconded by Councilmember Rossi, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that a letter be sent to Governor Cuomo requesting that he sign the Bill which will allow Madison County to received 25% of the revenue from the Yellow Brick Road Casino.

Mayor McVaugh quickly reported on Village activity.

RESOLUTION 2016-49: Executive Session

On a motion Councilmember Darby, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 5 Nays: 0

Resolved that this Board move into an Executive Session for the purposes of personnel at 8:42 p.m.

RESOLUTION 2016-50: Return to Regular Session

On a motion Councilmember Holcomb, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board return to regular session at 9:32 p.m.

With no further business, on a motion of Councilmember Rossi, seconded by Councilmember Collins, the meeting was adjourned at 9:33 p.m. Carried unanimously.

Respectfully submitted,
Suzanne Reymers
Town Clerk