

Town of Hamilton Regular Board Meeting Minutes
Thursday, January 12, 2017 at 6:30 p.m.
Held at the Court House, 60 Montgomery Street, Hamilton, NY

Present: Eve Ann Shwartz, Peter Darby, Suzanne Collins, David Holcomb (6:35 p.m.), Chris Rossi. Others Present: Sue Reymers, Jason Florenz, Brynley Wilcox.
Public: Bob McVaugh, Vinny Faraone-SOMAC (7:35 p.m.)

Call to order & Welcome: Supervisor Shwartz called the meeting to order at 6:34 p.m.

Public Comments:

Bob McVaugh updated the town board on the deer culling, the village zoning law changes, and the opening of Good Nature.

Supervisor Shwartz shared about an issue with the dam at Lake Moraine. The DEC recently inspected it within the last six months and found that there was some water retention sites that are downstream of the dam that may be potentially undermining the dam. They are treating it pretty seriously because it is a high hazard dam with so many people in its way. If the dam went, it would flood Hamilton. The County Emergency Manager is on top of it and working with the landowner. The DEC will have the power of enforcement. Bob McVaugh will bring Colgate up to date on the issue. Mr. McVaugh left at this time.

ORGANIZATIONAL MEETING APPOINTMENTS:

One year Appointments, Commencing January 1, 2017 & expiring December 31, 2017:

RESOLUTION 2017-1: Annual Appointments for positions as listed.

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

Resolved that the following appointments for 1/1/17 – 12/31/17 as follows:

- Attorney for the Town- Steve Jones (As contractual, not Town Employee)
- Bookkeeper - Bryn on the Books (As contractual, not Town Employee)

RESOLUTION 2017-2: Annual Appointments for positions as listed.

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

Resolved that the following appointments for 1/1/17 – 12/31/17 as follows:

- Historian- Jack Loop
- Dog Control Officer – Larry Butts
- Code Enforcement Officer- Donald Forth
- Deputy Town Clerk/Collector/Registrar of Vital Statistics – Elisa Robertson
- Planning Board/Zoning Board Clerk & Secretary – Elisa Robertson

2 Year Appointments: Commencing January 1, 2017 and expiring December 31, 2018:

RESOLUTION 2017-3: Appoint Jason Florenz as Highway Superintendent

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

Resolved that Jason Florenz be appointed as Highway Superintendent for a two year term commencing January 1, 2017 and expiring December 31, 2018.

RESOLUTION 2017-4: Appoint Sue Reymers as Town Clerk / Collector / Registrar of Vital Statistics/ Records Management Officer

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

Resolved that Sue Reymers be appointed as Town Clerk/Collector/Registrar of Vital Statistics/Records Management Officer.

Planning Board, Zoning Board of Appeals, Appointments:

RESOLUTION 2017-5: Planning and Zoning Board Appointments

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

Resolved that Elaine Hughes be reappointed to the Planning Board for a 3 year term, commencing 1/1/2017 and expiring 12/31/2019 and that Darrell Griff is Chair for the Planning Board for 1/1/2017-12/31/2017 and Harmon Hoff is Chair for the Zoning Board for 1/1/2017-12/31/2017.

Appointments by Town Supervisor for Town Committees

- Supervisor Shwartz appointed Peter Darby as Deputy Supervisor.
- Supervisor Shwartz appointed Peter Darby as Budget Officer.
- Highway - Peter Darby, Eve Ann Shwartz, David Holcomb
- Energy Working Group/Comprehensive Plan - Peter Darby, Chris Rossi
- Partnership for Community Dev. Liaison - Peter Darby
- Communications/Website - Chris Rossi
- 38 Milford Street - Suzanne Collins, Peter Darby
- Liaison to Village of Earlville - David Holcomb
- Liaison to Village of Hamilton - Suzanne Collins
- Liaison to SOMAC - David Holcomb

Annual Reorganizational Resolutions

RESOLUTION 2017-6: Official Newspaper

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

Resolved that Oneida Daily Dispatch be our official newspaper with the Mid-York Weekly as back-up.

RESOLUTION 2017-7: Declare NBT & Community Bank as Official Bank

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

Resolved that NBT & Community Banks be the town's Official Bank.

RESOLUTION 2017-8: Issuance of Payroll – Bi-Weekly and Monthly

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

Resolved that Resolution to authorize the issuance of payroll on either a bi-weekly/monthly basis.

RESOLUTION 2017-9: Authorizing Town Board Meetings

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

Resolved that the Town Board Meetings be held on the Second Thursday of each month, at 6:30 p.m. at the Court House. Legal notice to follow informing public.

RESOLUTION 2017-10: Mileage Reimbursement Rate

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

Resolved to set the 2017 Town mileage reimbursement rate to match NYS rate of .53.5 cents per mile.

RESOLUTION 2017-11: Authorization for Pre-Pays

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

Resolved that authorization is given for payments of certain monthly bills such as office rent, electric, telephone, internet, village court rent, health and dental and postage, etc. be paid as pre-pays.

GENERAL:**Approval of Minutes****RESOLUTION 2017-12: Approval of Minutes from November 3, 10, 21, December 8, 15 & 20, 2016**

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

Resolved that the minutes from November 3, 10, 21, December 8, 15 & 20, 2016 be approved.

Claims for Payment:**RESOLUTION 2017-13: Audit of Claims**

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

Resolved that the bills contained on Abstract #1 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	1	<i>through</i>	38	\$124,686.32
General Fund B	No.	1	<i>through</i>	4	\$1,288.17
Highway Fund DB	No.	1	<i>through</i>	19	\$49,705.29
Lighting Districts	No.	1	<i>through</i>	2	\$399.00

Supervisor/Bookkeeper - Brynley Wilcox**2016-2017 SNOW & ICE AGREEMENT:**

- \$15,194.12 received from County: 848.36 lane miles; plow dates: 10/27-11/28/16
- 2016 YTD: \$87,437.33; BUDGET: \$120,000.00; SHORT: \$32,562.67

TIME WARNER FRANCHISE FEES:

- \$2,549.78 was received from TWC; 2016 YTD: \$ 10,084.75; BUDGET: \$ 10,000.00

NYS DOT CHIPS:

- \$112,619.74 was received from NYS DOT on December 15
- 2016 YTD: \$ 112,619.74; ELIGIBLE FOR: \$ 134,429.63; ROLLOVER: \$ 21,809.89

Ms. Wilcox explained you are eligible for a certain amount of money and if you don't spend it, it gets rolled over to next year. A lot of towns do this to save funds for bigger road projects. The town has always spent all of it. Last year, Bert had said what remained was \$30,000 and he was going to use it for Morse Road. He only used about \$9,000, which is why we have \$21,000 in rollover. There is no time limit on using it. CHiPS can be used on roads, bridges, equipment, etc. The board asked Mr. Florenz what he needed for Morse Road. He stated that they probably need about \$10,000 in work to get it ready before it gets stone and oil. He still needs to get a quote.

Ms. Wilcox continued with her report. And reviewed the various financial reports in detail with the board.

2016 END OF YEAR FINANCIALS:

- Note the Equity section of the balance sheet – shows final 2016 fund balances.
- Actual 12/31/16 Fund Balance spreadsheet.
- 2016 Actual Expenditures vs. Original Budget
- How did our 2016 Budget turn out?
- Original vs. Amended Budget

In reviewing the fund balance sheet, Ms. Wilcox noted that she has emailed the County Treasurer twice but she has not heard back yet about the sales tax issue. Ms. Wilcox

then handed out a 2016 monthly spreadsheet showing budget modification each month. The board reviewed the report.

TOWN REPORTS:

Town Justice-Annual Report- Donald Haight

Donald Haight could not be in attendance tonight. The Town Board reviewed his annual report. Supervisor Shwartz shared with the board that Mr. Haight is at an official meeting tonight with the County and all of the Court Officials. There is a court case that found that there is inadequate representation of indigent individuals without money to pay for their own attorney. NYS has been found liable for inadequate indigent defense. They also raised the level so a lot more people are eligible. The District Attorney wants to make sure that people are represented by bringing in all of the arraignments into centralized locations and during the day. There are ideas floating around on how this can happen. It will be a big expense on the County because they will have to pay for the additional public defenders. There was a bill that passed but Cuomo vetoed that would have the state pick up the additional costs. It could affect Don Haight's job because he will not be able to have arraignments in the middle of the night if the person cannot get a lawyer. If the person doesn't have a lawyer and cannot afford one and is eligible, they would have to sit in jail overnight waiting for an arraignment in which the County will have to pay for their food and housing. There is a possibility that they will be looking at regional courts or consolidation of arraignments.

Clerk Reymers shared that Don Haight has agreed to be the temporary Justice for the Village of Earlville because Ron Hailston passed way at Christmas time. Mr. Hailston was the justice for the town of Georgetown as well. Mr. Haight was officially appointed and sworn in last night. He will assist them until they find someone to run for the position this spring. They already have a potential candidate. He is bringing in a clerk with him for assistance.

Clerk Reymers redirected the agenda back to the bookkeeper as she needs a resolution for funds transfer and had a couple of items on her report to review. Ms. Wilcox reviewed the last part of her report.

END OF YEAR REQUIREMENTS: W-2's and 1099's will be mailed out and W-3 and 1096 will be filed by the end of this month

2016 AUD: A draft of the Town's AUD will be ready for the February meeting. It is due to the State by April 1, 2017.

RESOLUTION 2017-14: Funds Transfer

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

Resolved that \$130,000 be transferred from the Community Bank Money Market account to the NBT Bank Checking account to cover January bills and Jan/Feb payroll in the A Fund.

TOWN REPORTS:

Highway Superintendent - Jason Florenz

GARAGE:

- Mechanic has a 'new' computer because the video card in his previous one broke.
- Finalized uniform order with Cintas (uniforms will be here February 1st) and purchased boots for all highway employees at Earley's.
- The spring on the rear garage door broke and was fixed by Bob's Garage Doors. All of the springs are replaced at the same time.

GENERAL REPAIRS:

- Removed downed tree on Gorton Road.
- Guide rail for Hill and Bailey Roads were delivered and installed (see pictures). Still have to add a few markers.

EQUIPMENT:

- 2011 International broke down on Friday, December 9.

Mr. Florenz explained that they started it today, but it still has issues. Couple of injectors are bad, so the mechanic wants to take the head off, because of the carbon buildup inside. This has been going on for a couple of years. Ryan Palmer is the mechanic. Ms. Wilcox looked up the costs for parts so far, which is \$2,800. Mr. Florenz stated that the mechanic was able to save money on some of the parts. The truck has 33,000 miles on it and is just out of warranty. It was scheduled to be replaced in a couple of years.

- 2006 International wing cable broke on Monday, December 12th – borrowed the Village's truck. Cost the town time in terms of plowing.
- 2006 International – four new tires.
- Auctions International (AI) visited the garage – listing 2006 Ford F150 and then the 2013 wheeled excavator.

Mr. Florenz described that the wheeled excavator is going to be listed for \$95,000 as a minimum. AI thinks it can bring more than that. The pick-up is listing for \$7-8,000. It was just painted.

- Visited Tenco Plant in Rochester to go over the setup of the plow equipment for the new 2017 International. Mike Marcellus accompanied him as it's his plow truck.
- Finalized the paperwork for the new mowing tractor with White's Farm Supply.
- Two-way radios installed in the small dump, loader, and all plow trucks.

SNOW REMOVAL:

- Made 47 runs between December 9th and January 11th
 - Total 62 runs since November.
 - Used approximately 2,618 yards of a 1:3 salt/sand mix
 - 16,150 gallons of salt brine.
- We currently have 1,222.66 miles that have been submitted to the County for reimbursement but not yet paid.
- 785.29 ton of salt ordered and paid for so far this winter. The town is allotted 1,000 ton for the year because that what was ordered by previous Superintendent. There is a 150 ton in the shed now.

Board discussed highway staff schedule and snow plowing, along with brining including the equipment needs. Supervisor Shwartz asked Mr. Florenz to create a budget when he has time for what it would take for brining.

OTHER:

- Met with DEC about closing out the Salt Shed grant. A sign is needed in order to finalize the grant process.

Clerk Reymers stated that she approved the final design today and it will be delivered on Tuesday. Supervisor Shwartz reviewed that the sign was supposed to be up during construction. Ms. Reymers submitted the vouchers for payment and the money cannot be released until we have a sign. Once the regional rep signs off, they will release the payment and it will only take a couple of days to process. A revised voucher will be sent to NYSDEC that includes the cost of the sign as well as the crusher run that was used in December for the area in front of the shed. That revised voucher can be emailed.

Town Clerk - Sue Reymers

2016	Nov	Dec
Total Fees Collected	\$2,893.00	\$1,488.00
Disbursements:		
Town Revenues	\$ 552.47	\$ 802.54
NYSDEC Hunt/Fish	\$ 2,021.23	\$ 307.11
NYS Dept of Health	\$ -	\$ 90.00
NYS Ag & Markets	\$ 19.00	\$ 29.00
Mad Co Treas. (Landfill)	\$ 300.30	\$ 259.35

Annual Report for 2016 and comparison to 2015. Town income increased, mostly due to building permits. Our numbers were down in the area of hunting and fishing sales as well as landfill tickets. This is likely due to the move in September. Clerk Reymers will be working on rebuilding these numbers.

Clerk's Office	2015	2016
Total Fees Collected	\$ 30,964	\$ 28,957
Disbursements:		
Town Revenues	\$ 8,156	\$ 9,434
NYSDEC Hunt/Fish	\$ 14,965	\$ 13,301
NYS Dept of Health	\$ 720	\$ 855
NYS Ag & Markets	\$ 461	\$ 371
Mad Co Treas. (Landfill)	\$ 6,661	\$ 4,996
Misc	\$ -	\$ -
# of Licenses & Permits		
Hunt/Fish Licenses	483	360
Marriage Licenses	32	38
Marriage Copies	22	31
Dog Licenses	353	291
Wand Rest Redemptions	7	4
Dog Replacement Tags	1	2
Landfill Tickets	488	366
Birth Cert/Copies	3	1
Death Cert/Copies	18	58
Genealogy	4	4
Build Permits Apps	34	30
Plan/Zone Apps	4	7

Salt Shed Grant Update:

- Voucher Packet was sent on 12/20/2016 via certified mail.
- Total Expenses on the grant = \$320,233.74
- 75% = \$240,175.31
- Again, that will be amended soon to include the sign.

Signage:

- During DEC visit to garage recently by Regional Rep, Matt Kazmierski, we learned that we need to have a sign acknowledging the DEC.
- Jason arranged to have the sign made by McQuade & Bannigan, Inc.
- Sign should be installed by Friday. Once installed a photo will be sent to Regional DEC office which triggers a timeline. The DEC requires that the sign should be maintained from start of construction until 90 days after closeout of the project.
- Karen at DEC office confirmed the timeline and said that once the Regional signs off on their checklist, it will only take a few days to process the check. It should be direct deposited into our account.

- Also, I will update the voucher and email it to Karen @ DEC to include the cost of the sign as it's an allowable expense. Once the check has cleared, I need to send that as proof of payment as well.
- Also, I think we can add the crusher run used in December.

Magee Grant Update:

- Contract was fully executed and received on 12/19/2016.
- Award = \$50,000. Contract period is 4/1/2006 - 7/31/2017.
- Purpose of funding: enhance energy efficiency.
 - 3 major components to fall under the goal: Windows and Doors, Insulation and Heating System
 - Windows = \$25,000
 - Continuous Insulation = \$25,000
- If we change our plans for the insulation or windows, I will need to contact the DOS to ask about modifying the narrative and budget details.
- MWBE requirements at 30%. That was communicated to the architect and attorney for bidding docs.

Valesky Grant Update:

- Scott Butler is looking into the status of our grant application from the Dormitory Authority. He stated that they work very slowly.

Tax Collector Report - Sue Reymers

Clerk Reymers reviewed the highlights of the tax collection report. (ATTACHMENT A) Tax bills went out very late this year. One of the reasons was due to staff shortages at the County and software issue. Tax Collectors usually get them the day after Christmas, but this year they did not receive them until Friday, December 30. Clerk Reymers has a list of people who need the bills for early tax payment. Most residents know to call the town office to request a copy for early payment. As soon as the office gets the bills, a copy is sent via email or fax. Supervisor Shwartz said that she had a complaint from someone who makes an early payment, but they did not get their bill. Clerk Reymers told the board to send anyone who needs a copy of their bill to the town office. Clerk Reymers explained that the County will not accept early payments online or at the office. She explained that typically, all the person needs who pays early is proof that they mailed it in by December 31. Clerk Reymers arranged with the Treasurer's office to send back the envelope to the tax payer for their tax records. This has been done for a few years. This year due to the lateness of the bills coming out, Clerk Reymers told the early payers to consider sending it certified mail. Some of the tax collectors will take the payment early, but they are not technically allowed to do this. Ms. Reymers again asked that all inquiries to board members get directed to the Town Clerk. There was a brief discussion on how to make the bills available online.

Codes Enforcement Officer-Donald Forth

Mr. Forth provided reports for the last 7 months. The board reviewed the reports.

COMMITTEE REPORTS:**SOMAC - David Holcomb**

Mr. Holcomb reported that the audit for 2015 was reviewed at the last meeting. Ms. Wilcox, SOMAC's new bookkeeper, reviewed a 2015 summary report on billing based on the reports from Priority Billing. The uncollectible amounts were unusually high in 2015 due to the previous billing company. SOMAC switched back to Priority as they are a better company. Mr. Faraone explained how billing works. Mr. Faraone also updated the board on the status of emergency services across the state. Twenty two agencies went out of business in 2016. Overall, it's very fragile and it's a crisis. What would have happened in Hamilton is happening everywhere. There continues to be a lack of volunteers, both for ambulance and fire protection services. SOMAC is doing well with the support from the Town of Hamilton and other municipalities who use their services. SOMAC has been able to operate a 2nd rig and a fly car, especially when the student volunteers are in town. Call numbers are up in 2016 including 57 transports out of the hospital. Ms. Wilcox noted that there were two requests from SOMAC for funding. The first is for 2016 operating deficit for \$24,612.05 and the second is for \$60,000 to cover the first quarter of 2017. The 2017 budget does not reflect any capital needs besides building repairs. They are working on a capital plan.

Comprehensive Plan - Chris Rossi

Ms. Rossi reported that the County sent back their recommendations. They were very enthusiastic about the plan. The town does not need to resubmit the plan at this point. When we meet on January 19 to see what we want to implement for 2017, we can review their comments and see if we want to tweak the plan in light of what they recommended. The County said there is no need for review again with tweaking. Next step would be to review their recommendations, see if we want to do anything and bring to town council in February for approval. And at the January 19th meeting, we can also look at Climate Smart Communities. The work that the Colgate class did and putting together an implementation plan that would satisfy parts of the comp plan, climate smart communities, so that actions we take in 2017 satisfy two different things simultaneously. We can also look at the clean energy communities. Supervisor Shwartz explained that there is an opportunity to secure \$100,000 from the Clean Energy Communities Program through the state. We need to know what we want to apply for and be ready to do in 6 months. The County submitted their application and we may be able to piggyback on some of their accomplishments.

Partnership for Community Development - Peter Darby

Mr. Darby reported that Jennifer has accomplished so much. She is administering six different grants totaling almost a million dollars. She is also making partnerships where

she is leveraging other people's time and expertise. The recreation project did not get funded.

38 Milford Street – Suzanne Collins/Peter Darby

Supervisor Shwartz shared that the committee met yesterday and reviewed a revised plan for a smaller building and came up with more changes. The meeting space is smaller and other compromises to save money. Several committee members met with Jordan Ashcraft who had good suggestions for less expensive methods for the building. Supervisor Shwartz is working with the attorney to find a way for local builders to be able to bid on it. The existing building was shown to two different people for purchasing. The first came from a contact from Debbie Zahn, but the building was not appropriate for his needs. The second was Jordan Ashcraft who is interested. We will not make money on the sale of it, but it will save as much as \$65,000 from getting rid of building.

OLD BUSINESS:

Annexation – Colgate Property

RESOLUTION 2017-15: Approval of Colgate Property Annexation

WHEREAS, a Petition for the annexation to the Village of Hamilton of certain lands located in the Town of Hamilton and owned by Colgate University has been received by the Town, and

WHEREAS, said lands proposed for annexation are generally described as approximately 12.606+/- acres of uninhabited lands owned entirely by Colgate University adjoining the easterly boundary of the Village of Hamilton and located along the southerly side of Hamilton Street, known as part of tax map parcel no. 169.-1-6 and part of tax map parcel no.169.13-1-4, as more fully described in the Schedule "A" attached hereto and made a part hereof, and

WHEREAS, a joint public hearing on said annexation was held by the Board of Trustees of the Village of Hamilton and the Town Board of the Town of Hamilton on December 20, 2016, and

WHEREAS, the Board of Trustees of the Village of Hamilton, duly acting as lead agency, has previously made a negative declaration under the New York State Environmental Quality Review Act, thereby determining that this proposed annexation will not have any significant adverse environmental impacts, and

WHEREAS, this Town Board has considered and deliberated on all of the testimony received at the public hearing and otherwise, in considering the sufficiency of the petition and whether the proposed annexation is in the overall public interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Town Board of the Town of Hamilton hereby makes the following findings:

- a) That the party signing the petition is qualified therefore,
- b) That the party signing such petition is the owner of a majority in assessed valuation of the lands described in the petition based on the most recent assessment roll of the Town of Hamilton,

- c) That the petition substantially complies in form and content with the provisions of Article 17 of the General Municipal Law of the State of New York and
- d) That there are no public water or sewer services available to the subject lands in the Town of Hamilton,
- e) That public water and sewer services will be available to the subject lands upon annexation to the Village of Hamilton,
- f) That future development of the subject lands connected to public water and sewer services rather than in reliance upon wells and septic systems is beneficial to the environment and the public health,
- g) That the Town of Hamilton has no town police force,
- h) That Village police protection will be available to the subject lands upon annexation to the Village of Hamilton,
- i) That no detrimental impact to the Town of Hamilton or the Hamilton Central School District has been identified as a consequence of this annexation,
- j) That a finding has been made pursuant to the New York State Environmental Quality Review Act that the approval of this annexation will not result in any significant adverse environmental impacts, and it is hereby

FURTHER RESOLVED that the proposed annexation is hereby approved as it is in the over-all public interest (1) of the territory proposed to be annexed, (2) of the local government to which the territory is proposed to be annexed, (3) of the remaining area of the local government in which such territory is situated, and (4) of any school district, fire district or other district corporation, public benefit corporation, fire protection district, fire alarm district or town or county improvement district, situated wholly or partly in the territory proposed to be annexed.

**On a motion of Councilmember Darby, seconded by Councilmember Collins;
Vote: Shwartz: Aye; Holcomb: Aye; Collins: Aye; Darby: Aye; Rossi: Aye.**

Frontier Letter

Ms. Rossi asked that the letter get out asap.

NEW BUSINESS:

Association of Towns

The February Annual Meeting is coming up. No one is attending so delegates will not be assigned.

Conflict of Interest Policy

The Conflict of Interest Policy was handed out to all of the board members. They were signed and returned to the Town Clerk for filing.

Introduction of Local Law #1 of 2017

Supervisor Shwartz explained that the reason the town is introducing this local law is that it came to her attention that currently, we have a case before the Planning Board and one of the members had to recuse herself due because they lived across the street. We also have someone who is out ill. The town board has a right to create an alternate member to serve. It can help in case of an absence and recruit new members.

RESOLUTION 2017-16: Introduction of Proposed Local Law #1 of 2017 titled, "A local law to provide for the appointment of alternate members of the Planning Board and the Zoning Board of Appeals of the Town of Hamilton"

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

Resolved that the proposed local law #1 of 2017 be introduced including the term to be changed from a 1 year term to a 3 year term.

RESOLUTION 2017-17: SCHEDULING PUBLIC HEARING ON PROPOSED LOCAL LAW #1 of 2017

WHEREAS, a Local Law being proposed Local Law #1 of 2017, a copy of which is attached hereto, is hereby introduced at this meeting by a member of the Town Board under the name and style "Be it enacted by the Town Board of the Town of Hamilton"; and

WHEREAS the title of said proposed local law is "A local law to provide for the appointment of alternate members of the Planning Board and the Zoning Board of Appeals of the Town of Hamilton"; and

WHEREAS, this Board desires to hold a public hearing with respect to the adoption of said Local Law,

NOW, THEREFORE, BE IT RESOLVED that a public hearing be held by this Board with respect to the adoption of the aforesaid Local Law at 6:40 p.m. on Thursday, February 9, 2017 at the Court House 60 Montgomery Street, Hamilton, New York; and it is further

RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said public hearing to be given as provided by law.

ON MOTION OF Peter Darby, seconded by Suzanne Collins

Shwartz: yes x no ____

Darby: yes x no ____

Holcomb: yes x no ____

Collins: yes x no ____

Rossi: yes x no ____

Vote: AYE: 5, Nay: 0

SEQRA FORM

The Town of Hamilton Planning Board sent a letter to the Town Board notifying them that they have taken the lead in reviewing the SEQRA form for the Poolville Country Store. There were no objections.

Concerns of Town Board: None.

Supervisor's Report:**Madison County Activities:**

Nothing else to report on today.

RESOLUTION 2017-18: 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 contract at 8:52 p.m.

RESOLUTION 2017-19: Return to Regular Session

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

Resolved that the Board return to regular session at 9:16 p.m.

RESOLUTION 2017-20: Approval of Contracting with Engineer for Planning Board

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

Resolved that the Town of Hamilton be authorized to contract with an engineer for the Planning Board for the Poolville Country Store application.

With no further business, on a motion of Councilmember Rossi, seconded by Councilmember Darby, the meeting was adjourned at 9:17 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers
Town Clerk