

Town of Hamilton Regular Board Meeting Minutes
Thursday, April 9, 2015 7:00 p.m.
Held at the Town Office, 16 Broad Street, Hamilton, NY

Present: Eve Ann Shwartz, Peter Darby, Suzanne Collins, Sue Reymers, Brynley Wilcox, Bert Glazier. Late: David Holcomb (7:10). Absent: Chris Rossi.

Others Present: Gerry Hayes, Ruthann Loveless, Harvey Kliman, Carolyn Todd, Jim Leach, Tom Fagan, Debbie Kliman.

Call to order & Welcome: Supervisor Shwartz called the meeting to order at 7:03 p.m.

Public Comments:

Gerald Hayes shared unofficial news from the Village of Earlville: Election Results: Two trustees are Henry Moore and Nick French; Mayor is William Excell and Justice is Ronald Hailston. Fire Chief is John Fontaine. Last board meeting discussed ION, which provides internet access to the business community. There were frozen water lines. Farmers market explored a program which allows food coupons or WIC or food stamps which is a lot of work for a small market called Vital Vittles. There was a suggestion for shared services project between the Villages.

Harvey Kliman asked if the Finger Lakes Technology contacted the Town. According to the town council, no. The Town does not own any poles.

GENERAL:

Approval of Minutes

RESOLUTION 2015-39: Approval of Minutes for March 12, 2015

On a motion of Councilmember Darby, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Resolved that the minutes from March 12, 2015 be approved.

Claims for Payment:

RESOLUTION 2015-40: Audit of Claims

On a motion of Councilmember Suzanne Collins, seconded by Councilmember Holcomb, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

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

General Fund A	No.	87	<i>through</i>	102	\$ 6,078.80
General Fund B	No.	11	<i>through</i>	11	\$ 10.00
Highway Fund DA	No.	36	<i>through</i>	47	\$ 15,324.31
Highway Fund DB	No.	2	<i>through</i>	3	\$ 148.98
Lighting Districts	No.	5	<i>through</i>	6	\$ 416.67

TOWN REPORTS:**Highway Superintendent - Bert Glazier**

Sanded and plowed. Mr. Glazier met with Delta Engineer on many topics and will have a proposal for the May meeting. There has been regular maintenance on the vehicles. Have been researching a lot of salt buildings. After it is altogether, we can go over it and go out to bid and after we meet with the DEC. Mr. Glazier responded to a few questions from the council. It only takes about 2-3 days to install so we have time. The current salt pile is almost diminished. There is still potential for cooperative bidding with other towns as many towns are going to build a new shed such as Brookfield and Eaton. Cazenovia just accepted a bid.

Additionally, the crew has painted the break room and bathroom. They are also in the process of painting the 2006 pick-up truck that was purchased from the Village. Repaired and replaced mailboxes. Picked up 13 dead deer. They have done some spot patching. They will likely mix and patch with Eaton and Brookfield, Village of Hamilton, and Cazenovia in May. They are checking culverts, none were frozen.

There is a person from the court system who is working at the garage and who is painting the wings among other things. They are in the process of selling the loader. In March, they had a BOCES student and are getting another one. Students can put up mailboxes, hold flags. These students are all in the MEO program at Madison Oneida BOCES and they work 3 days a week for about 3 weeks.

Supervisor Shwartz then updated the council about a meeting she had with Madison County about Williams Street Bridge. She has pictures of the bridge from the 1940s. Back then, it actually was a bridge. Then turned it into culvert. If it was still a bridge, the County would take it over. Renovating costs are estimated at \$400-700,000. The County inspects the bridge every year and it is not moving despite recent storms. The County was concerned with the storm from four years ago and were surprised that it did not blow out. It was an engineering mistake made years ago and we have inherited it. We have to fix it eventually. There might be state money, possibly County. Inter-modal funds might be available.

The expected span should be about 25-30 feet. Anything over 25 feet becomes a County bridge. The next step is to get engineer study. Then get estimates and then talk to the State. NYS funds to come to upstate for infrastructure. Supervisor Shwartz suggest that we need to put it in budget for the next 5 years. The council then discussed some of the potential details. The County will assist us and be involved, but not build it or take responsibility. There is no history of towns getting support from the County. We should research the Army Corps of Engineers as well.

Town Clerk - Sue Reymers

Financial Report	JAN 2015	FEB 2015	MAR 2015	APR 2015	MAY 2015
Total Monthly Fees Collected	\$ 789.10	\$ 662.00	\$ 659.00		
Disbursements:					
Town Revenues	\$ 297.19	\$ 233.18	\$ 268.88		
NYS DEC Hunting & Fishing	\$ 44.41	\$ 23.62	\$ 23.62		
NYS Dept of Health	\$ 0	\$ 0	\$ 67.50		
NYS Ag & Markets	\$ 38.00	\$ 23.00	\$ 26.00		
Mad Co Treas. (Landfill Tix)	\$ 409.50	\$ 382.20	\$ 273.00		
MISC:	\$.10	\$ 0	\$ 0		
# of Licenses & Permits	JAN	FEB	MAR	APR	MAY
Hunt/Fish Licenses	2	1	1		
Marriage Licenses	0	0	3		
Marriage Copies	3	3	3		
Dog Licenses	30	21	20		
Wanderers Rest-Redemptions	0	0	2		
Landfill Tickets	30	28	20		
Birth Certificates/Copies	0	0	0		
Death Certificates/Copies	5	0	1		
Building Permits Applications	0	1	0		
Plan/Zone Applications	0	0	0		

Records Retention Location:

The week of 4/13, I will start moving boxes into the town office to reduce what will need temporary storage. The most affordable option at Sandy MacKinnon's building is no longer available. (See records storage options sheet.) I called Exhibition Alliance and they have passed along our interest to the new owners. I also called Burt Marshall's office for rentals, especially at M&M Press building. Options are either a corner of an office for \$100 per month or \$400 per month for an office. Bert and I are going to look at the garage again for temporary storage of some of the records. Otherwise, I am thinking we may need to consider the basement at the town office, which would require cleaning it out thoroughly. Three things to consider: Temp control, humidity control, rodent issues. Going to move forward and do not want to have to expend funds.

HISTORIAN JACK LOOP:

The local history group is hosting an event for the son of John Atanasoff in recognition of his father. John is considered the father of the computer and was born in Hamilton. His father was a Colgate Alumni. Event is tentatively scheduled for June 6. Funds are needed. Details to come.

Debbie Kliman is on the Historic Commission and just came from their meeting. She shared some details about the upcoming event. Mr. Atanasoff's son is coming to Hamilton along with five friends. They arrive Saturday, June 6. There will be a reception around 4 pm with some lightweight food at the Hamilton Library. Tom Bracket is going to be the keynote speaker. They are trying to keep it low budget. The main expense is dinner for five of them and the commissioners. Clerk Reymers stated

that the Town Historian has \$200 in his contractual budget and he has for years, but has never used it and Jack has been informed about those funds. The council wondered if the Village will contribute as well. Debbie will bring that thought to the committee. Clerk Reymers shared a conversation about Jack's idea for a hall of fame and has nowhere to put it. The Town window at town office was offered. Carolyn Todd mentioned contacting Madison County Historian, Matt Urtz.

Codes Enforcement Officer-Donald Forth

No new permits given out.

Supervisor/Bookkeeper - Brynley Wilcox

Court Report: March check (\$1,197), Office of State Comptroller payment (\$897) - Town Share (\$300). Bank Reconciliations: Petty Cash, Payroll, Money Market and General Fund have all been reconciled through March.

MADISON COUNTY – LANE MILES Report: A check for 1971.67 lane miles arrived for the reimbursement of Jan. 22-Feb. 13. The check totaled \$34,563.38 (Overtime for that period: \$9,086.67). Since January 1, 2015 we have received \$90,445.87 from Madison County. The Budget is for \$120,000, but we still have the fall of 2015 to go. Since November 2014: \$109,626.85. LAST SEASON: \$131,158 (\$98,366.82 received Jan-Apr).

TIME WARNER CABLE – FRANCHISE AGREEMENT: Received quarterly check for \$2,556.35. The budget is for \$10,400 total.

AUD: The 2014 Annual Update Document (AUD) was submitted on Tuesday, March 31st.

Internal Policies: *Procurement Policy* – working with Steve Jones on revising the 2010 Procurement Policy. There seems to be a 2012 edition as well, but cannot find any evidence of it being adopted by the Board. *HR Manual* – have started using the Policies Now software to develop an Employee Handbook.

Technology: A new laptop was purchased per the procurement policy as Quickbooks and the new software were not running well on the current laptop. Clerk Reymers and Ms. Wilcox met with Usherwood to talk about computer and network needs. They also offer Voice Over IP via Microsoft. Right now, we are just educating ourselves with options in preparation for the move. The challenge is that we have some current needs and future needs to balance for phone, internet, back-up and tech support.

Comprehensive Plan: Budget Timeline and report:

2013: 2013 Adopted Budget: \$0, Project began in June/July, 2013 Project Cost: \$9,988.01.

2014: 2014 Adopted Budget: \$17,950, Estimated Overall Cost: \$23,950, 2014 Project Cost: \$18,005.17, Overall cost so far: \$27,993.18. 2015: 2015 Adopted Budget: \$3,600, 2015 Project Cost: \$2,158.55, Overall cost so far: \$30,151.73.

Oneida Savings Bank Report:

In order to deal with municipalities, banks need to have a state charter. Originally, OSB did not have that, but when they acquired State Bank of Chittenango, which had the charter, they kept it which allows them to offer higher interest rates for munis. Janet Briggs mapped out the rates for what we could expect if we transferred money to their bank. Ms. Wilcox presented the 3 options: rates are based on 2014-current, potential with NBT and potential with OSB.

Ms. Wilcox recommends opening an account with Oneida Bank and keep NBT bank. She suggests opening a money market at OSB and move the majority of the funds to there and keep the checking at NBT. We can transfer what we need from Oneida to NBT to pay bills. The disadvantage would be more paperwork. Ms. Wilcox spoke with Doreen at NBT about interbank transfers. If the banks participate in a certain program, then we can do interbank transfers. Otherwise, it's just running between the banks.

RESOLUTION 2015-41: Authorizing the opening of a bank account at Oneida Savings Bank.

On a motion of Councilmember Darby, seconded by Councilmember Holcomb, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Resolved that the bookkeeper be authorized to open a bank account with Oneida Savings Bank.

Supervisor Shwartz asked about the status of the Sales Tax for the Town. Mr. Darby stated that it looks like the apportionment amount is that they have been applying against the County taxes is advanced to us and paid back to us with the next year's receipts. November payout will be about \$229,000. This year's apportionment will be about \$139,000 taken out of the total of the 4 quarters. Then moving forward in January we will get 4th quarter 2015 and at the end of each quarter, we will get a quarterly payment. This is how the Village receives their sales tax. The downside is with the current system we know how much to budget, but with this new system we will have to estimate it. But we will get money coming in quarterly and we will get the full 4 quarters worth of money. The other downside is the apportionment has been applied to the town outside county tax levy, and they will now pay the same county tax rate that the village has been paying. It's a one-time windfall of \$230,000 and moving forward it's another \$130,000 a year. The bookkeeper and Mr. Darby will need to figure how to restructure the budget considering the new office, salt shed, and potential work on the garage and bridge.

RESOLUTION 2015-42: Receive and File Financials

On a motion of Councilmember Holcomb, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Resolved that the March 2015 monthly financials be received and filed.

COMMITTEE REPORTS:**SOMAC - David Holcomb**

SOMAC had a long meeting Monday night. From an operational standpoint, ambulance is moving in a positive direction compared to 6 months ago. Financial treading water and are waiting for the referendum. Lots of people working on how to finance an ambulance, such as the working group. We are moving in the right direction knowing that when you go to bed, you can feel safe at night. I can tell you that the employees are grossly underpaid. Battle to keep the people because other agencies that will pay them better. For example, one works at Stewarts in Waterville and he cannot afford to leave it. On Monday board meeting, looking to offer paid days off for them. These are the little things until we see how the finances are turning out. Sue can tell you more about the finances. We have Delores Llewellyn as the bookkeeper. She is doing well and found sloppy bookkeeping and she is cleaning it up. We have a finance committee with people from the community. No matter how you feel about it all, you want to feel you are in good hands. If you are paying taxes you want to know you are being well taken care of. For those of you who know Frank Urban, he just rolled his truck and had a quick response that got him to a trauma center. From the Fire Departments, it's not good to have to wait for ambulance. It's good spent tax dollars. Hope the working group can find money to lower taxes. We should feel good about what they are doing. The town is addressing the problem.

Ambulance Services Community Working Group - Eve Ann Shwartz

There was a meeting last night. Sue came to take notes for Chris. The role of the finance committee is to work to make sure the budget is under control and prepare for an audit this summer. Hope in June to have good budget.

There was a good discussion. They talked about a change in service since the Director of Operations and full time staff. There is a quick response now which is an improvement over volunteers, which they had to wait for before. Now we have better quality service and a higher level of care. Now it's an issue of volunteerism. If we had more volunteers, they could be doing the transfers with the 2nd rig and make money. At the meeting, they talked about the different models such as Sherburne ambulance which is combined with fire. Margaret Miller wants to consider a joint ambulance and fire that is tax supported because the fire department is having the same issue with volunteers. We could look at other communities and see what we are missing. Something that SOMAC could adopt. Supervisor Shwartz continued that the group is having the NYSDOH present at a meeting, possibly May 5th to discuss the Certificate of Need (CON), its responsibilities and authorities if a municipality apply for it. This was an issue that was

raised and the question of should the Town of Hamilton or the Village of Hamilton do this? It has lots of additional responsibilities. Vinny Faraone works for the agency that monitors and oversees emergency services in the region. Tuesday, May 5th at 7 pm at SOMAC. We hope that village and town board members will attend. The June meeting will be the 15 at 7 pm at Hospital Meeting room. We possibly may have the County emergency person there to present and hear about SOMAC's financials.

Comprehensive Plan - Chris Rossi

Councilmember Darby reported in Ms. Rossi's absence. The CPC is plugging away. It's taking more time than we want it to take. Carolyn Todd shared that at the last meeting on March 30, we began the process of looking at actionable items that could be implemented from our goals and actions in 1-3 years. We are about half way through this and will take that up at the next meeting. Harvey Kliman shared that not only organizing the information that is part of the process but prioritize what can be done now in the near term and plan for those that are longer term. We are also looking at pictures to add to the plan. We want to go to public hearing this fall and present to the board.

Partnership for Community Development - Peter Darby

PCD has a proposed 3 year contract with the Town, the Village and Colgate. The purpose is that in order to recruit a new director, they need offer some kind of stability. The contract is with Chris Kendall for final editing. Mr. Darby would like to have the board authorize Supervisor Shwartz to sign it when she is satisfied with it. There are lots of things the PCD should get active on and is just treading water, waiting for the new director.

The floor plans for the new town office space could have open spots that would be good for shared office space. If the space was shared, it's possible to have the Deputy Clerk provide clerical, the town could handle the bookkeeping, and this would be on the A side of the expenses, so we are all paying for it. It's on the borderline of shared services or is it providing services for private entity. It's well intention that nobody is making money on this. Mr. Darby brought it up with the PCD board. Jim Leach shared that the PCD has always had donated office space. The Hamilton Initiative is now donating their space, but there are misgivings with that relationship. We are there until we can find another space. Advantage to both organizations and if we look at the 3 partners, it's easiest to locate with the town. From the PCD's point of view, it would be great, but they will still keep looking. Then in if in future, PCD comes up with its own space that will free up the town space. Mr. Darby continued with the question of, can we lease it to a private entity? He just wanted to put that on the table as we are designing the new office space.

Supervisor Shwartz went back to the contract, she and Mr. Darby has reviewed it already, so has Colgate and the Village. It has a list of deliverables with focus on

economic development. She will email it out to the board. Issues are now clear, there will be opportunities for each of the partners to look at books, greater transparency. We'll know how money is being spent. The town liaison, Peter, will bring it back to the town. Jim Leach chimed in that also there will be an annual report of activities and an a work plan. Supervisor Shwartz continued that it is a \$25,000 commitment annually for 3 years. There are two additional years as we committed already to this year. Mr. Darby stated that another focus is that the PCD is trying to engage the partners so that PCD has a higher profile and to engage the three principal partners. Especially when a new President is brought on or elections with change in officials.

Supervisor Shwartz stated with that in mind, she had a luncheon meeting with Brian Hutzley, Joann Borfitz, Jill Parson, the interim President at Colgate. She just wanted to hear the concerns, talk about the future of the relationship, and confirm Colgate had made a commitment and are standing by it. There is much better communication in last year or so.

RESOLUTION 2015-43: Authorize Supervisor to Sign Contract with PCD

On a motion of Councilmember Darby, seconded by Councilmember Holcomb, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Resolved that Supervisor Shwartz be authorized to sign the contract with PCD after the attorney has provided it and has been shared with the town board.

Deer Management Task Force – Peter Darby, David Holcomb

The current state is that it is in the hands of Village, but has not gone through the Village board. Margaret needs to bring it to the Village board. Rick Gifford from the Police Department will be in charge. If the Village Board approves it, they need to then go to DEC and can then move forward for cull in September. The proposal is for two culling sessions before and after hunting season. Colgate only in the 2nd one when students are on break.

OLD BUSINESS:

38 Milford Update

Supervisor Shwartz reported that they are really close to closing. She talked to Chris Kendall and there was a title issue. There will be title insurance. Previous owners did not file corporate papers that one entity had become another entity. Closing is scheduled for Monday April 13. They have had several meetings with Beth Crawford of Crawford and Stearns. She has made several presentations. Ms. Shwartz thinks the full board should look at the plans. We have a variety of options. The challenge is for handicapped access and lift. We have been to a Village of Hamilton Planning Board with preliminary drawings. The good news is that the Village attorney told the town that we don't have to follow village zoning laws. As a municipality, we are exempt. We do plan to go back with plans. Also, the current landlord has been informed and our current lease is up in May. We need to sign a one year extension. The landlord make some

indications of raising the rent. We are not bonding for the building and our Bond attorney was told today.

Ambulance District - Referendum Update

RESOLUTION 2015-44: Resolution Regarding Legal Notice for a Referendum on the Question of An Ambulance District in Said Town

On a motion of Councilmember Collins, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Roll Call Vote: Suzanne Collins-Aye, Peter Darby-Aye, David Holcomb-Aye, Eve Ann Shwartz-Aye. Chris Rossi-absent.

WHEREAS the Town Board adopted a "RESOLUTION OF THE TOWN OF HAMILTON, NEW YORK, ADOPTED JANUARY 21, 2015, APPROVING THE ESTABLISHMENT OF AN AMBULANCE DISTRICT IN SAID TOWN" and

WHEREAS said Resolution was adopted subject to permissive referendum, and

WHEREAS, the Town Board later decided to call a referendum on the question of whether to form an ambulance district in the Town of Hamilton, without requiring that petitions be filed, and

WHEREAS, the attached legal notice has been presented for the Town Board's review and it contains the details regarding the date of the election, the hours of the opening and the closing of the polls, the places of voting, specification about where qualified voters of each election district shall vote, and the language of the full proposition to be voted upon, all of which have previously been approved by this Board,

NOW THEREFORE BE IT RESOLVED, that the substance of the attached Legal Notice is hereby approved by the Town Board as incorporating the previous decision made by the Town Board and the same are hereby re-affirmed; at it is further

RESOLVED that the substance of said legal notice, after final review, revision and approval by the Town Attorney, shall be published and posted by the Town Clerk, as required by law.

NOTICE OF ELECTION REGARDING WHETHER TO FORM AN AMBULANCE DISTRICT IN THE TOWN OF HAMILTON

PLEASE TAKE NOTICE that on April 28, 2015 there will be an election held from 12 pm to 9 pm on the following question:

Shall an Ambulance District be formed for the entire Town of Hamilton, including all of the Village of Hamilton within the Town's boundaries, along with all of the Village of Earlville that is within the Town of Hamilton's boundaries and within Madison County?

Pursuant to New York Town Law only the owners of taxable real property in the Town of Hamilton (including those portions of the Village of Hamilton and the Village of Earlville which are within the Town of Hamilton and within the County of Madison) will be entitled to vote in said election.

Each owner of taxable real property within said area is entitled to cast only one vote, regardless of the number of parcels of taxable property they own.

If a parcel of taxable real property is owned by more than one person, each owner is entitled to cast one vote.

There are no absentee ballots; you must be personally present at the polling site to cast a vote. Photo identification is required for all voters.

Any corporation which owns taxable real property will be entitled to one vote, to be cast by an officer or agent of the corporation or other duly authorized person designated by appropriate resolution of such corporation, upon filing proper proof thereof.

Where to vote depends upon where the taxable real property is located:

Owners of taxable real property within the Village of Hamilton shall vote at the Village of Hamilton Library, 13 Broad Street, Hamilton, NY.

Owners of taxable real property within the Village of Earlville shall vote at the Village of Earlville Office, 8 North Main Street, Earlville, NY.

Owners of taxable real property that is outside the Village of Hamilton and outside the Village of Earlville shall vote at the Poolville Community Center, 7484 Willey Road, Poolville, NY.

If you have any question about whether you are entitled to vote, where to vote, or any other matter pertaining to this election, please contact Town Clerk, Sue Reymers at (315) 824-3380. (end of notice.)

Clerk Reymers continued that a letter will go out to property owners explaining about the Referendum and on the back of the letter, the legal notice will be included. The mailing will go out in the next couple of days. Tomorrow, Steve Jones-Town Attorney, Rochelle Harris-Town Assessor and Clerk Reymers will meet to go over the property owners list.

HIGHWAY:

We already discussed these agenda items. There will be three proposals that will be reviewed in May for the Garage. We already discussed the Williams Road Bridge.

NEW BUSINESS:

Approval of Designated Polling Places:

RESOLUTION 2015-45: Approval of Designated Polling Places

On a motion of Councilmember Darby, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 4 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.

Local law #1 – Best Value Law.

RESOLUTION 2015-46: Resolution Introducing and Scheduling Public Hearing on Proposed Local Law #1 of 2015- Best Value Law

WHEREAS, proposed local law #1 of 2015, entitled "A Local Law To Authorize Purchasing Based on Best Value", a copy of which is attached hereto, was introduced at this meeting by a member of the Town Board using the words "Be it enacted by the Town Board of the Town of Hamilton as follows: and

WHEREAS, said proposed Local Law would allow the Town to consider factors, other than price, in determining the best value of certain goods and services purchased by the Town; and

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

NOW THEREFORE, BE IT RESOLVED that a public hearing be held by this Board with respect to the adoption of the aforesaid proposed Local Law #1 of 2015 at 7:15 p.m. on May 14, 2015 at the Town of Hamilton office at 16 Broad Street, Hamilton, NY 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 a motion of Councilmember Darby, seconded by Councilmember Holcomb, the following resolution was: ADOPTED: Ayes: 4 Nays: 0

Roll Call Vote: Suzanne Collins-Aye, Peter Darby-Aye, David Holcomb-Aye, Eve Ann Shwartz-Aye. Chris Rossi-absent.

Intrastate Mutual Aid Program (IMAP):

A document was handed out to each board member about IMAP. Clerk Reymers asked that each member read the document. She summarized the document that this program eliminates the need for a formal shared services agreement during times of emergency. It is an opt-out only program. It does not obligate you to offer help.

Concerns of Town Board: None

Supervisor's Report:

Madison County Activities:

Supervisor Shwartz did go over the County Road plan for renovation for the roads in the County with the County Highway Supervisor because the Town of Hamilton was not on the list. We are not on the list until 2016. It's a 5 year rotation. They will be inspecting all of the roads but it's more efficient to focus on one area at a time. Painting bridges and topping them in area.

RESOLUTION 2015-47: EXECUTIVE SESSION

On a motion of Councilmember Collins, seconded by Councilmember Darby, the following resolution was ADOPTED: Ayes: 4 Nays: 0
Resolved that this Board move into an Executive Session for the purposes of real estate and personnel at 9:00 p.m.

RESOLUTION 2015-48: RETURN TO REGULAR SESSION

On a motion of Councilmember Collins, seconded by Councilmember Darby, the following resolution was ADOPTED: Ayes: 5 Nays: 0
Resolved that the Board return to regular session at 9:22 p.m.

RESOLUTION 2015-49: Authorization for Town Clerk to Advertise for Deputy Clerk Position at 30 hours including health insurance with pay commensurate with experience.

On a motion of Councilmember Collins, seconded by Councilmember Holcomb, the following resolution was ADOPTED: Ayes: 5 Nays: 0
Resolved that the Town Clerk be authorized to advertise for a new Deputy Clerk Position at 30 hours including health insurance with pay commensurate with experience with the goal to advertise by May 1.

With no further business, on a motion of Councilmember Collins, seconded by Councilmember Holcomb, the meeting was adjourned at 9:25 p.m. Carried unanimously.

Respectfully submitted by
Suzanne Reymers, Town Clerk