

Town of Hamilton Regular Board Meeting Minutes
Thursday August 11, 2016 at 6:30 p.m.
Held at the Town Office, 16 Broad Street, Hamilton, NY

Present: Eve Ann Shwartz, Suzanne Collins, Chris Rossi, Peter Darby, David Holcomb, Bert Glazier. Others Present: Sue Reymers, Brynley Wilcox, Rochelle Harris, Chris Henke, Andy Patteson, Bob McVaugh.

Call to order & Welcome: Supervisor Shwartz called the meeting to order at 6:30 p.m.

Public Comments: None

GENERAL:

Approval of Minutes

RESOLUTION 2016-76: Approval of Minutes for July 14, 2016

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

Resolved that the minutes from July 14, 2016 be approved.

Claims for Payment:

RESOLUTION 2016-77: Audit of Claims

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

Resolved that the bills contained on Abstract #8 have been reviewed by the Town Board and are authorized for payment totaling \$93,586.81 plus \$72.13 in pre-pays in the following amounts:

General Fund A	No.	208	<i>through</i>	231	\$13,578.25
General Fund B	No.	32	<i>through</i>	32	\$100.00
Highway Fund DB	No.	102	<i>through</i>	121	\$79,437.43
Lighting Districts	No.	15	<i>through</i>	16	\$399.00
Pre-Pays					\$72.13

Supervisor/Bookkeeper - Brynley Wilcox

The 2015 Audit is now complete. The final report was received. NYMIR Insurance sent \$396.16 for an insurance claim for the pick-up truck. The windshield needed replacement due to a rock on 6/2/1016. The third installment for sales tax arrived in the amount of \$94,053.58, which is for Quarter 2 of 2016. Year to date received: \$271,219.43. Budget is for \$350,000. We may be over that by about \$10,000.

Eve Ann received an email from Cindy Edick, the Madison County Treasurer, stating that there was an error in the amount we received last December from sales tax. The amount sent back in December was much greater than we expected. We double checked with her and she confirmed the amount was correct. When Cindy closed out her books, there was

an accounting error caused by the county switching to the new municipal accounting software. Due to this error, the town owes \$92,738.68 to the county. The original estimate for us was about \$240,000, but they sent over \$300,000. We sent an email back asking if we could get on a payment plan or taken from our sales tax each quarter. Cindy is asking the Finance, Ways and Means committee, which Eve Ann will be attending, on September 1.

RESOLUTION 2016-78: Funds Transfer

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

Resolved that \$35,000 be transferred from the Community Bank Money Market Account to NBT Checking Account in the following amounts: A Fund=\$32,000, B Fund = \$3,000.

Cyber Breach and Liability Coverage quote was received by Mang Insurance. It will be reviewed during renewal of our yearly coverage.

TOWN REPORTS:

Highway Superintendent - Bert Glazier

Repaired the end of driveway for Martins because it was washing. I thought it was the due to the pipe on the edge of the road, so we cut that back. We did a couple more run offs on Upper Payne when we had all that rain. Hauled ditching materials to John Schell's old barn site. Mowed all roads, mowed the cemetery and trimmed. Patched the approach to bridge on South Hamilton Road. Helped Lebanon, Madison, and Eaton pave. Dug test holes at 38 Milford Street for CME engineers.

Town Clerk - Sue Reymers

July was our busiest month yet this year. A lot of marriage licenses. Hunting licenses went on sale August 1. The Town Office will be hosting Representatives from Richard Hanna's office on Tuesday, September 20 from 11 am - 12 pm to meet with constituents. An email went out to the board on 8/8/2016 about it.

Dog Control Officer-Larry Butts: No report this month.

Codes Enforcement Officer-Donald Forth:

Will report next month. Eve Ann Shwartz gave a report on the Planning Board. They had a meeting two weeks ago to continue to review the Poolville Country Store's application. A letter was sent to Madison County asking for advice on a number of issues. That process is moving along slowly.

Change of Agenda - moved up New Business.

NEW BUSINESS:

Climate Smart Communities:

Chris Henke, Village and Town of Hamilton resident, Professor at Colgate University teaching Sociology and Anthropology, as well as the Faculty Director of the Upstate Institute. Climate Smart Communities is a state program trying to incentivize and provide a set of guidelines for communities in NY to prepare for climate change. The assumption going into this program is that climate change is happening and that we are seeing effects from it and it makes sense to be proactive about planning for the effects of it. Impacts can include roads and bridges to increased flooding to winter storms. There's a group of us that have been meeting for the last couple of months. It was an opportunity to get folks together to see what we could do. It included folks from the town, village, county, regional planning board, PCD, HBA, Colgate, etc. As we talked about it, it seemed to make more and more sense to focus on the Climate Smart Communities Program. It's a relatively well established program where it typically involves communities that make a pledge to try to become more climate proactive. It can happen at any level of government. Across the state already over 150 communities have taken this pledge. A sample of a resolution was passed around that Madison County adopted (ATTACHMENT A). The Town and Village of Cazenovia, Town of Eaton have all done this pledge as well.

Taking the pledge involves a resolution by the government body. Once you have made that pledge, the next step is to become certified as a Climate Smart Community. Only about 7 have become certified. That process is where you begin to gain points. You can all sorts of things, such as appoint a committee, make a plan, do all sorts of energy saving strategies. Each thing has a point value. It can take years depending on the level of commitment. Additional handout shows the actions and possible points. (ATTACHMENT B).

So why do you want to do this? The most important reason is to become a more resilient community, if you are ready for some of these things that climate change is going to bring. It makes our community healthier in a lot of different ways. There are also ways it can help vis-à-vis with the state. The state has said this is our plan on how we should respond to climate change. There are current carrots they are offering including grant monies. Seems as though communities that are early adopters of this will get in line earlier than others to take advantage of this. Another reason to do this there are a lot of resources to help us. Madison County Planning Department, Regional Planning Group, which is knowledgeable and has already offered to help. At Colgate there are a number of people who can help with some of the planning. Chris introduced Andy Patteson from Colgate who teaches and research on how local governments adapt to climate change and climate change policies. John Pumilio, Director of Sustainability could not be here tonight. He is the real expert on this.

Chris Rossi added that the climate smart community actions are in line with comprehensive plan so it's a good fit. In terms with the Resolution if we want to get involved with this program, the pledge can be modified. If you see, Madison County's is different from the DEC boilerplate. We can tweak the resolution language but not the

pledge steps. I asked Madison County if they felt hindered. They said not, it opened up funding. I also spoke with Bill Donnelly from the Town of Eaton who also adopted it, but have not gone beyond that step. Just the pledge gets us in line with some of the grant funding. From my perspective and a comprehensive plan perspective, at least pursuing the pledge would be a great place to start. Where we go from there, whether we want to do more actions, does the town want to go on its own or go in partnership with the Village, that can all be discussed.

Eve Ann Schwartz felt that the board needs to review the language of the pledge/resolution to modify it to our needs. Sue Collins asked who keeps track of the points. Chris Henke described that there is a form and report to give to the DEC. The board asked what the county has done. Chris explained that the County has done a few things that were more energy saving based, not planning based. They would like to do more. Eve Ann asked if this is a board committee or community. Chris Rossi stated that it depends, some of it is driven internally and some with stakeholders. Eve Ann Schwartz asked Chris Rossi to propose a resolution? She agreed.

Bob McVaugh mentioned that the MUC needs to get involved. Rob Gustafson will take the lead for Village of Hamilton. There is a concern for the load on the Village office. We do most of this already. Is there retroactive credit? Do we spend money? We want to go slowly. There are some issues if the MUC does it because they are not a municipality. Rob agreed to take a look and most experienced. Seems like there are some positives there.

Eve Ann asked Chris Rossi to look at the retroactively items that have been done. Would we get points for that? Would that count? Cannot do it all, needs to be strategic, not just go through the motions. Bob McVaugh felt that the County should be able to guide us with the retroactive stuff. Chris Henke also handed out the First Steps Guide. Eve Ann thanked Chris Henke.

Eve Ann Schwartz announced that the board would go into executive session to discuss the assessment update with the Assessor, Rochelle Harris and to discuss contracts. Prior to going into executive session, Bob McVaugh shared Village happenings.

RESOLUTION 2016-79: Executive Session

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

Resolved that this Board move into an Executive Session for the purposes of discussion the assessment update with the Assessor, Rochelle Harris and to discuss contracts at 7:24 p.m.

RESOLUTION 2016-80: Return to Regular Session

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

Resolved that the Board return to regular session at 9:00 p.m.

RESOLUTION 2016-81: Approval of Rent for 40 Milford Street

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

Resolved that the Supervisor be authorized to sign a lease for 40 Milford Street starting September 1 for \$750 per month rent for a 1 year lease.

RESOLUTION 2016-82: Authorize Supervisor to Notify Landlord of 16 Broad Street

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

Resolved that the Supervisor be authorized to notify the landlord of 16 Broad Street that we will be leaving by either 10/15 or 11/1.

RESOLUTION 2016-83: Increase Pay Rate for Deputy Clerk

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

Resolved that the Deputy Clerk pay rate be increased to \$16.00 per hour effective next pay period.

COMMITTEE REPORTS:**SOMAC - David Holcomb**

Kyle Sylvester sent in a June 2016 Call Info Report for the board. David Sturges has agreed to become the next Treasurer. The Finance Committee wants to meet soon.

Comprehensive Plan - Chris Rossi

The website is updated. We are on track for 9-27. There will be a PowerPoint and an outreach plan. Sue and Chris will meet to discuss the mailing to landowners.

Partnership for Community Development - Peter Darby

Going to ask Jennifer to give a report during budget season.

38 Milford Street - Suzanne Collins/Peter Darby

The project is moving along. The good news is that there is an easy deal with brackets as they are decorative only, not structural. The soils investigation was done and there is nothing serious to worry about.

Court Consolidation & Shared Services- Suzanne Collins

Nothing to report.

OLD BUSINESS:**Salt Shed:**

Last payment was sent out. Working with hybrid solutions to do training. We need some paperwork. Bert will get the paperwork. Bert spoke with them and as soon as they can, they will come to the town to go through the system it and tighten it up, and he told them

that we will have a meeting at that time. Other highway departments are coming to learn about tightening up and see how it is done.

Eve Ann reported that we are going in jointly with four (4) other towns to buy a paver. DeRuyter, Eaton, Lebanon, and Lincoln. Bert Glazier explained that when we are paving we rent a paver for \$2,500 per day. A roller is about \$1,500 per day. If we make an investment of a couple of thousand dollars, and we have use of a paver, then it's less money what we pay for day. It will likely be housed in Cazenovia as he has room and a trailer to transport it. We made an agreement for fuel. Maintenance will be paid based on mileage used.

Concerns of the Board: None.

Supervisor's Report: Madison County Activities:

Madison County is having trouble with the solar project. It's a problem with large electric company. They want to add redundant safety equipment. It could be end of project for now.

Chris Rossi mentioned that CNY Planning has sent guidelines for solar zoning that seem would be good. They can come, make recommendations and work with us.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Collins, the meeting was adjourned at 9:21 p.m. Carried unanimously.

Respectfully submitted,
Suzanne Reymers
Town Clerk