

Town of Hamilton Regular Board Meeting Minutes
Thursday February 11, 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.

Absent: David Holcomb. Others Present: Sue Reymers, Bert Glazier (6:40 pm), Brynley Wilcox, Sam Cooper, Bettyann Miller, David Craine and Nathan Foote of Mang Insurance, Bill and Carolyn Todd, Tom Fagan, Bob McVaugh, Vinny Faraone.

Call to order & Welcome: Supervisor Shwartz called the meeting to order at 6:33 p.m.

Public Comments:

Bettyann Miller asked a question on the comprehensive plan timeline. Ms. Rossi gave an overview and highlighted that there will be a public hearing and the copies of the proposed plan will be made public like last time before the public meeting.

Mayor Bob McVaugh, Village of Hamilton updated the council on the deer management program and on the recent movie that was filmed in Hamilton.

Special Guest: David Craine, Mang Insurance

David Craine presented the annual renewal for the Town's insurance policy.

GENERAL:

Claims for Payment:

RESOLUTION 2016-20: Audit of Claims

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

Resolved that the bills contained on Abstract #2 have been reviewed by the Town Board and are authorized for payment totaling \$245,480.53 in the following amounts:

General Fund A	No.	24	<i>through</i>	59	\$ 35,997.29
General Fund B	No.	4	<i>through</i>	13	\$ 36,112.94
Highway Fund DA	No.	-	<i>through</i>	-	-
Highway Fund DB	No.	12	<i>through</i>	24	\$ 29,879.24
Lighting Districts	No.	1	<i>through</i>	2	\$ 511.06
Cemetery Trust	No.	-	<i>through</i>	-	-
Street Fire Districts	No.	1	<i>through</i>	3	\$ 142,980.00

Supervisor/Bookkeeper - Brynley Wilcox

The following checks arrived after January 31. The Colgate Gift arrived in the amount of \$83,624. Budget was \$83,600. First sales tax installment arrived from County from 2015-Quarter 4 in amount of \$92,768.81. 2016 Budget is \$350,000. The monthly abstract includes the distributions to the fire departments, local organizations and the historian.

RESOLUTION 2016-21: Funds Transfer

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

Resolved that \$185,000 be transferred from the Community Bank Money Market Account to NBT Checking Account in the following amounts: B fund: \$36,409, SF Fund \$142,980, SL Fund: \$5,611.

RESOLUTION 2016-22: Budget Amendments – 2016 Budget

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

Resolved that the budget amendments be accepted as follows:

Code	Description	From:	To:	Difference:
A1001	Real Property Taxes	640,008	639,908	(100)
A2401	Interest & Earnings	250	350	100

Code	Description	From:	To:	Difference:
DA1001	Real Property Taxes	(100)	0	100
DA2401	Interest & Earnings	100	0	(100)

Code	Description	From:	To:	Difference:
B1001	Real Property Taxes	(272,033)	27,967	300,000
B1120	Non-Property Tax	350,000	50,000	(300,000)

Code	Description	From:	To:	Difference:
DB1001	Real Property Taxes	315,639	15,639	(300,000)
DB1120	Non-Property Tax	0	300,000	300,000

RESOLUTION 2016-23: Receive and File Financials

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

Resolved that the January 2016 monthly financials be received and filed.

Ms. Wilcox also informed the board that the draft of the AUD will be available in March.

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

Many signs have been replaced because they get stolen, run over, etc. New mailbox for Ross Primer because our plow hit it. The crew cleaned all the frames, the boxes, and trucks in non-plowing time. New shoes were put on Plow #17 and #16. New cutting edge on Plow #15. The new 1 Ton Dump had an oil change with synthetic oil. Serviced the back-hoe. Put a new hydraulic hose on Dump #16. Mr. Glazier met with the Sherburne Central School District about the buses running in South Hamilton. The EPA stopped in, everything is fine. Nothing has been received in writing yet. Washed garage floor and marked it for insurance purposes. Truck #17 (the 2010 plow) is down, the head gasket went on it. It needed to be towed off Alderman Road. It's at White Eagle now being repaired and the spare dump is being used in its place. Plowed and sanded three times today.

Mr. Darby shared with the council that the Equipment Replacement Scheduled was reworked. This was due to the good deal on swapping the loader is no longer available because other municipalities are doing the same thing and the market is saturated. The loader is now two years old and will cost \$10,000 to replace so the schedule has been updated to \$5,000 per year. The inflation estimates were able to be lowered as the price on new truck did not go up that much this year. The changes also increased the amount of taxes that need to be raised from 2 - 3 %.

Mr. Glazier shared that he worked on getting quotes for the backhoe today. Also for the rubber tired excavator as well as for the new pick-up truck, which should happen on February 22. Also, Chips will be going up with a 20-23% increase.

Town Clerk - Sue Reymers

January was a quiet month. \$635 in total fees were collected. Town revenue=\$361.98. Still working on the grant contracts. Waiting to hear back from Dormitory Authority for Valesky's grant. The salt shed grant is currently under review with the Program Manager and waiting to hear back. Through the grant contract process, Clerk Reymers did learn that everyone who does business with NYS needs a Vendor Id #. The town's account was created back in 2000 but was never linked to online access. Our records were updated and we now have full access. This is the mechanism of how we get payments from NYS from grants to distributions such as State Aid, grants, etc. FEMA contacted us today and stated that they need just a few more invoices and we should be all set then.

Tax Collector Report - Sue Reymers

Clerk Reymers gave highlights from the tax report. As of 1-31-2016, \$2,296,842.12 was collected towards the grand total of \$3,569,695.58. Balance to collect: \$1,272,853.46. The 1st payment was received: Check #7428 - \$689,968.74 and the 2nd payment: Check #7464 - \$142,136.26 - totaling \$832,105.00, which satisfies our warrant for the town.

Madison County changed the tax bill mailing address to PO Box 638 – Real Property, while the Treasurer’s office PO Box 665 was on the memo and used in the past on both. The change on the tax bill was made without notice to me. Calls came in from confused tax payers. Many calls have been received for copies of tax bills for early payment. I have a system in place to assist tax payers to get copies easily via email or fax. I did have a few people try to pay taxes here, but gave them an addressed envelope to Madison County as a courtesy. I have had several comments about people wishing they could pay taxes locally.

Codes Enforcement Officer-Donald Forth

The CEO received four applications. Three for solar (they were paid for in the fall, but received their permit now) and one for a demo permit.

Historian - Jack Loop

Jack emailed a report to the board for review. It’s on file with the Town’s history.

COMMITTEE REPORTS:

SOMAC

Vinny Faraone reported on the status of SOMAC. They had an open house meeting in January where the auditor presented the audit from year ending 2014. Only 1 person showed up. Mr. Faraone shared numbers from a report on the number of staff and volunteers, the number of calls, etc.

- 7 volunteers, 27 Colgate student volunteers (most are EMTs, some are drivers)
- 14 paid staff – 8 Paramedics, 6 EMTs

2015 Statistics:

- 594 Total Calls: 382 – Hamilton, 72 – Earlville, 53 – Hubbardsville, 41 – Total Mutual Aid
- 5 - ALS transfers and 9 - BLS transfers – occasionally transfer runs are able to be arranged.
- 10 Calls that SOMAC could not handle because crew was already on a 911 call and no second crew was available.
- Out-of-Chute Times: from time paged out to responding to the call.
 - 2.35 minutes average for 911 calls both Priority 1 & 2 – compared to 8.80 in 2014
 - 2.28 minutes average for Priority 1 (428 calls) – compared to 3.98 in 2014
 - 2.64 minutes average for Priority 2 (135 calls) – compared to 21.15 in 2014

Compared to 2014, there were 866 total calls: 511 emergency calls; 355 transfers. Mr. Faraone continued that SOMAC has three new board members as representatives from the municipalities-Villages of Earlville and Hamilton and Town of Lebanon. SOMAC received \$37,500 donation from Colgate for 2016. Tim Collins and Mr. Faraone are meeting with Murray Decock on Monday to talk about the future.

Comprehensive Plan – Chris Rossi

After many years of work, the committee is ready to hand off a draft for the Town Council's review. Now we are waiting for the town council to take a peak and see if they have any changes. After that, the next step is a public hearing.

The Comprehensive Plan is broken up into two documents, the Plan and the Appendix. The Appendix has background information on demographics, and information gathered during the process and maps. The committee took out hydro fracking but kept it handy in case for future. In Comprehensive Plan, there is an Executive Summary on page 3 which is a condensed version. It also includes information from the visioning workshop, surveys, public input, etc. as well as a matrix for actions. The good news is that some of the things that are in the plan are already being implemented by the PCD such as housing and economic development. There is also a right to farm law. Other things will be more contentious that will need careful consideration have to do with zoning law changes that involve different philosophies. A reminder that this is not law, it's a guide. Ms. Rossi wanted to thank all of the committee members and planner, Nan.

Technically, the committee is submitting this tonight to the Town Council and the Council has 90 days to have a public hearing. After the public hearing, there may be further edits and possibly another public hearing. The County needs to review it. A SEQRA also needs to be done. The Town Council can edit before the public hearing, but Ms. Rossi suggested to put a timeline on it in case the committee needs to do more tweaking. The Council decided to have it read by the March 2016 board meeting with the possibility of having a working meeting to review it. A copy needs to get to David Holcomb. The plan has a shelf life – every year after the town's annual organizational meeting it needs to be reviewed, along with the action matrix. By State law, the town is obligated to review it every 5 years. Want to keep it relevant.

Partnership for Community Development – Peter Darby

The PCD is 6 months into its reorganization with a new full-time director. PCD secured a \$50,000 grant for the Village to hire a consultant to market the airpark. Also received \$241,000 for Good Nature Brewing which is half grant, half loan. The loan is repaid to the PCD, which will give the PCD \$120,000 to work on economic development. The PCD is continuing to work on senior housing, which is progressing. Also working with Oren Construction for housing project on Payne Street, a new bakery project with Britty Bounocore, working with the County on a broadband project, and more. All of the board members are pleased with what has been accomplished in the last 6 months. The town's increased contribution has already paid off.

38 Milford Street – Suzanne Collins/Peter Darby

Councilmember Collins shared with the Council that the committee had a walk through with 4 architectural firms (Bell & Spina, Alesia & Crewell, Holt, Crawford & Stearns) on February 10. Questions are due by Friday at noon. Peter, Sue and Suzanne are meeting

at 1 pm to answer the questions. The proposals are due Wednesday, February 17 at 4 pm. The committee is then scheduled to meet February 22 to review all of the proposals and select which firms we want to interview. There needs to be a hazardous material survey done and we need to update a land survey. We also need to contact SHPO to get a determination if the building is eligible because we are getting NYS grant funding. The building is not in its original location. None of the buildings in that area are on the Registry nor is it a historic district.

Joint Committee on Court Consolidation – Suzanne Collins

The other committee member is doing research. There is nothing new to report at this time.

Clerk Reymers shared with the council that she took the Municipal Restructuring Fund webinar today. The MRF is competitive grant funding. The question on funding court consolidation was asked and they said that funding from NYSDOS Local Government Efficiency program would be a better fit and we should call to get more information. It depends on the scope of the project. The MRF is looking for more regional projects, not small local projects and the projects need to save money.

OLD BUSINESS:

NYSDOT Shared Services Agreement

Mr. Glazier stated that the Highway group is putting together a proposal to give the NYSDOT in March. He will make sure that the town gets a copy. Every town has different opinions. Only towns with State Highways are concerned with the proposal.

Zoning Board of Appeals

There is a vacancy on the ZBA that needs to be filled. Please forward any name suggestions to the Supervisor.

Constable

We are exploring whether or not we truly need a constable. Waiting to hear back from Steve Jones.

NEW BUSINESS:

Vet Exemptions

A memo was passed to the Council showing information that the State passed a law effective January 2, 2016 that authorizes municipalities to increase the limits of their real property tax exemptions for veterans. At this time, the Town of Hamilton is above the Basic Maximum. The County and most of the Towns are currently at the Basic Max. Eligibility for discounts vary based on income, their type of service, and level (or percent) of disability if applicable. According to the Assessor, the town currently has \$2,870,905 worth of veteran exemptions that equates to \$7,985 in tax dollars at the 2016

\$2.76 per thousand tax rate. It was raised sometime in the past 15 years or so. The board will look again at this at the March meeting.

Comprehensive Plan: Done during committee report.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities:

Supervisor Shwartz shared that at the County, Steve Lorraine is working on a clean-up of streams and received an additional \$75,000 for this year. Last year, the Poolville Hamlet River was cleaned up. Ms. Shwartz asked Mr. Glazier if there are other places in Hamilton. Mr. Glazier stated that yes, further down the stream in Poolville and sides of Williams Road Bridge needs clean-up. Ms. Shwartz said we should check the County's Resiliency Plan to see if it is listed. We need to let Steve Lorraine know. Ms. Shwartz continued that the EMS study is moving forward. They met with Vinny, Town Supervisors, and there is a survey being provided to all providers. Interviews are being conducted. County Landfill has an RFP for Plastics to Oil project to be built at landfill. The County Building and Grounds Committee report to the board about massive renovations because of the legal issue with the Court House not being handicap accessible. It's a \$19 million project to update the building. Right now, the 911 system is only debt for the County and that is just about to come off in another year. Mark Scimone has been running the IT department but now they hired someone and their capacity has increased. The Town of DeRuyter just signed a Memo of Understanding to contract with the County for IT services.

RESOLUTION 2016-24: Executive Session

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

Resolved that this Board move into an Executive Session for the purposes of contract and personnel at 8:23 p.m.

RESOLUTION 2016-25: Return to Regular Session

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

Resolved that the Board return to regular session at 9:45 p.m.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Rossi, the meeting was adjourned at 9:46 p.m. Carried unanimously.

Respectfully submitted,
Suzanne Reymers, Town Clerk