

Town of Hamilton Regular Board Meeting Minutes
Thursday, June 8, 2017 at 6:30 p.m.
Held at the Court House, 60 Montgomery Street, Hamilton, NY

Present: Eve Ann Schwartz, Peter Darby, David Holcomb, Suzanne Collins, Chris Rossi.
 Others Present: Sue Reymers, Jason Florenz, Brynley Wilcox. Public: Bob McVaugh,
 Village of Hamilton Mayor.

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

Public Comments: Bob McVaugh updated the town board on Village happenings, including the Village court and the potential to dissolve it. He clarified that if the Village dissolved the Court, it would be split between the three towns, following the town jurisdictions. The current Village Justice provided a letter of resignation, but it has not been accepted yet. Discussion turned to shared services directive from the State and the potential for towns and villages to buy into the county's health insurance plan. (Bob left at 6:49).

GENERAL:

RESOLUTION 2017-60: Approval of Minutes for April 13, 2017

On a motion of Councilmember Rossi, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 5, Nays: 0
 Resolved that the minutes from April 13, 2017 be approved.

Claims for Payment:

RESOLUTION 2017-61: Audit of Claims

On a motion of Councilmember Holcomb, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 5 Nays: 0
 Resolved that the bills contained on Abstract #6 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	162	<i>through</i>	194	21,456.95
General Fund B	No.	23	<i>through</i>	27	24,642.89
Highway Fund DB	No.	94	<i>through</i>	109	22,196.86
Lighting Districts	No.	-	<i>through</i>	-	-
CM-Cemeteries Trust	No.	4	<i>Through</i>	4	91.96

Supervisor/Bookkeeper - Brynley Wilcox

INTEREST & PENALTIES:

- \$2,952.71 was received from the County for April 2017 interest and penalties
 - 2017 YTD: \$ 6,680.38
 - BUDGET: \$ 6,000.00

SALES TAX:

- \$83,390.09 was received from the County for Q1-2017 sales tax
 - 2016: \$ 177,165.85
 - 2017 YTD: \$ 178,807.75 (~1% higher than 2016)
 - BUDGET: \$ 350,000.00

INSURANCE REFUND:

- \$1,682.90 was received from NBT-Mang Insurance as the result of policy changes made to Highway equipment coverages

MORTGAGE TAX:

- \$14,633.00 was received for October 2016 – March 2017 mortgage taxes
 - 2016: \$ 14,951.65
 - 2017 YTD: \$ 14,633.00 (~2% lower than 2016)
 - BUDGET: \$ 35,000.00

FRANCHISE FEES:

- \$2,448.93 was received from Charter Communications for Q1-2017
 - 2017 YTD: \$ 5,020.85
 - BUDGET: \$ 10,000.00

MEO JOB POSTING:

- Four candidates were interviewed for the position of MEO at the highway garage on Monday, May 22nd and Wednesday, May 24th.

RESOLUTION NEEDED: The transfer of funds from the Community Bank Money Market account to the NBT Bank Checking account for the total amount of \$45,000 to cover the June abstract and June/July payroll: A MMKT to Checking in the amount of \$15,000 and B MMKT to Checking in the amount of \$30,000.

RESOLUTION 2017-62: Funds Transfer

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

Resolved that \$45,000 be transferred from Community Bank Money Market account to NBT Bank Checking account to cover June abstract and June/July payroll.

A MMKT to Checking in the amount of \$ 15,000

B MMKT to Checking in the amount of \$ 30,000

RESOLUTION 2017-63: Budget Amendments

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

Resolved that the budget amendments be accepted as follows:

Code	Description	From:	To:	Difference:
A1370.4	Tax Adjustments Cont	0	1,770	1,770
A1650.4	Central Communication Cont	1,650	2,000	350
A1990.4	<i>Contingent Account</i>	18,850	16,730	2,120
A5031	Interfund Transfer (Use of FB)	11,000	17,300	6,300
A5132.4.3	Garage Cont (Garage Lighting)	0	6,300	6,300
B5031	Interfund Transfer (Use of FB)	95,600	126,600	31,000
B1985.4	Distribution of Sales Tax	0	31,000	31,000

Ms. Wilcox reviewed the budget modifications with the board. The B Fund had to do with paying back the sales tax, which the town is paying over 3 years.

TOWN REPORTS:

Highway Superintendent - Jason Florenz

GARAGE:

- Widened the area behind and then stone and oiled the entire parking lot around the garage. Makes it safer to plow, more user friendly.
- Replaced two batteries and switched power to the generator (for the first time). It had never been tested. It was being serviced though. Joe Wyman and a person from Sherburne came over to assist. It's working good now.

GENERAL REPAIRS:

- Dug ditches on Humphrey Road
- Filled potholes on Brown Road
- Replaced 2-18" pipes under Humphrey Road
- Unplugged and then eventually replaced a culvert pipe on Wilkinson Road.

EQUIPMENT:

- 2006 International & fire safe were picked up by their respective buyers
- Installed two new tarp systems on #16 and #18
- Incident involving the backhoe and the 2017 F150 pickup. Should be fixed by end of the week.

TREE REMOVAL:

- Ground and cleaned up the four stumps left by NYSEG's tree removal on Wickwire Road

CHIPS:

- Stone and oiled on Morse Road (double-surface treatment)
- Stone and oiled on Wratten Road (single-surface treatment)
- Stone and oiled at Hubbardsville Fire House (double-surface treatment)
 - Oil used was donated by Gorman Group
- Stone and oiled garage parking lot and in front of the salt shed (double-surface treatment)

OTHER:

- Hybrid Solutions came to the garage on Tuesday, May 23rd to perform the maintenance program (free of charge) – will return on a warmer day to fix the ripped corners and put on a new end cap. The maintenance can be done by staff in the future. They are putting in a rubber bumper/end cover on the ends.
- Hybrid provided a quote for closing off the north end of the salt shed (see handout.) (ATTACHMENT A)

The board discussed the salt shed, its design, and reviewed the quote. Jason Florenz then briefly discussed the 4th of July holiday and staffing with the board.

Town Clerk/Collector - Sue Reymers

	May 2016	May 2017	Notes
Total Fees Collected	1,770.00	1,647.00	
Disbursements:			
Town Revenues	738.82	789.32	
NYSDEC Hunt/Fish	532.88	418.58	
NYS Dept of Health	22.50	67.50	
NYS Ag & Markets	39.00	44.00	
Mad Co (Landfill)	436.80	327.60	

INTERNS, WORK STUDY & VOLUNTEERS

- CU - Upstate Institute Intern - Emily Eastwood
 - Work Entails: Environmental Education objectives of both the Comp Plan & Climate Smart Communities Program. Started June 5 - August 11.

FEMA - NYS - SEMA MATCH

- On May 23, 2017, I emailed the general email at FEMA requesting follow-up and also left a voice mail message for Courtney Wolf. (The number we had on file was for Joseph Abate, but his line was now Ms. Wolfe.) No response yet.
- Both Valesky's and Magee's offices know of our issue and will coordinate which office will follow-up on our behalf.

Codes Enforcement Officer

The board reviewed the May report. There were 5 building permit applications that came in and 4 Zoning Permit Applications. Some may lead to a building permit. Supervisor Shwartz asked about the press release on the new CEO.

COMMITTEE REPORTS:**SOMAC**

Councilmember Holcomb shared that the May meeting was short with a brief financial and operations report. The next meeting is July 17. They are down to one ambulance due to engine problems in the main ambulance and its being assessed.

Partnership for Community Development

Mr. Darby shared that the PCD just closed on the first round of applications for the launch grants (Small business). Two applications have been approved for the housing grant - one in the Village of Hamilton and one in Poolville. A direct mail is going out this week to promote the housing grant. The PCD is working on a recreation website. They have a summer intern from Colgate who will work on SNAP food stamps and access to local food. June 27 is the annual meeting at the new brewery. PCD is also working on a Consolidated Funding Grant for a section of improving the Chenango Canal Trail. The Fly-In Breakfast for Father's Day is Sunday, June 18.

38 Milford Street

The board reviewed the report with Clerk Reymers. The report reviewed field office options, technology and an initial timeline of the bid process. (ATTACHMENT B) Clerk Reymers requested a resolution to enter into a shared services agreement with Madison County to open the door to work with them our IT needs for the future.

RESOLUTION 2017-64: Authorization for Town Supervisor to sign an Inter-municipal Agreement for IT Services with Madison County

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

Resolved that the Town Supervisor be authorized to enter into an Inter-municipal Agreement for IT Services with Madison County.

Supervisor Shwartz spoke about the Construction Bond. Jim Hughes said that we can write the documents that we could waive the bond. We are exploring the possibility of having the town can buy the bond. Clerk Reymers spoke with David Craine and they have never heard of that scenario. He is checking with their Bond guy. The board discussed the issue. Supervisor Shwartz will talk to Jim Hughes about it more.

Building Removal Options: The person who bid on the project backed out prior to signing the contract due to loss of a key employee. He gave two names of contractors who specialize in this. John Clink from Whitney Point and Alan Campbell from Cooperstown area. John Clink has someone very interested it and is talking about having it airlifted out of the area. They are meeting this weekend. Otherwise he is still interested. The alternative is to have the town highway bring it down.

Comprehensive Plan & Action Plan:**Recreation Committee - Sue Collins**

Ball is in court for Eve Ann to talk to Mr. Lamb.

Zoning Revision Committee - Chris Rossi

We met for the first time and generated a list to add to the committee. We will be reaching out to people. We would like to hire Nan Stolzenburg to work with us as she

would bring a lot of expertise and at a lower cost. Once Nan takes us through the process, then hire a lawyer to make sure it's all up to legal code and get it ready for consideration. Chris will get a quote from Nan.

Energy Committee and/or Green Team, Clean Energy (CE) & Climate Smart Communities (CSC) - Chris Rossi

There is no committee quite yet, unless you are talking about the Colgate CSC group. We met again and part of it is waiting to see if the Village is going to be part of the process. Ms. Rossi explained some aspects of the program including LED lights. Clerk Reymers shared information from a webinar about LED Streetlights. The board discussed the two options. Overall, Amanda has been in touch with us to help us. The conversation turned to the EV Charging Station and its location.

OLD BUSINESS:

Alternate Members for Planning Board and Zoning Board of Appeals

Perhaps some of the people listed for the Zoning Revision might be interested in serving on either of these boards. Chris Rossi will talk to them.

NEW BUSINESS:

Policies for Review and Adoption

- Violence in the Workplace
- Sexual Harassment

The board reviewed the policies.

RESOLUTION 2017-65: Adoption of Sexual Harassment and Violence in the Workplace Policies

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

Resolved that the proposed policies on Sexual Harassment and Violence in the Workplace be adopted as presented. (ATTACHMENT C & D)

Resolution - Introduction and Scheduling of Public Hearing of Proposed Local Law #2 of 2017 "A Local Law Establishing a Moratorium on Certain Solar Energy Installations in the Town of Hamilton"

Public Hearing will be on Thursday, July 13, 2017 at Court House.

RESOLUTION 2017-66: INTRODUCING AND SCHEDULING PUBLIC HEARING ON PROPOSED LOCAL LAW # 2 of 2017

WHEREAS, proposed Local Law #2 of 2017, entitled "A Local Law Establishing A Moratorium On Certain Solar Energy Installations in the Town of Hamilton", 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 adopt a moratorium of 8 months on certain solar energy system installations in the Town pending the investigation, development and enactment of regulations regarding such solar energy system installations; 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 #2 of 2017 at 6:45 p.m. on Thursday July 13, 2017 at the Hamilton 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 David Holcomb

Roll call vote: Yes 5, No 0

Vote: Shwartz: yes, Holcomb: yes, Darby: yes, Rossi: yes, Collins: yes

Dave Holcomb interjected that he received a text from Vinny Faraone on SOMAC. They will have an update on Friday from NYE on broken ambulance and he registered the new ambulance.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities:

Countywide Shared Services Plan

- Court Consolidation: Village and/or Regional Courts
- County Health Insurance Plan

Supervisor Shwartz stated that we already reported on shared services earlier. The town has a list of current shared services agreement. Ms. Shwartz agrees that they will not help us with this new plan to formalize it. Interested in regional court and insurance but at this time are not committed to anything. It's a pledge of interest at this point. Ms. Shwartz has been nudging the Village of Earlville to participate. There is a new Cornell Coop Extension Executive Director. Ms. Shwartz is taking a trip to Canada with Solid Waste Committee to see their fertilizer plant.

RESOLUTION 2017-67: Executive Session

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

Resolved that this Board move into an Executive Session for the purposes of personnel at 8:17 p.m.

RESOLUTION 2017-68: 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 8:51 p.m.

RESOLUTION 2017-69: Hire Luke Dowsland for Highway MEO

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

Resolved that the Highway Superintendent to hire Luke Dowsland as a temporary Full-time MEO.

With no further business, on a motion of Councilmember Rossi, seconded by Councilmember Collins, the meeting was adjourned at 8:59 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers
Town Clerk