

Town of Hamilton Regular Board Meeting Minutes
Thursday, May 11, 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: Shari Taylor,
 Village of Earlville Trustee.

Call to order & Welcome: Supervisor Schwartz called the meeting to order at 6:36 p.m.

Public Comments: None.

GENERAL:

Claims for Payment:

RESOLUTION 2017-53: Audit of Claims

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

Resolved that the bills contained on Abstract #5 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	134	<i>through</i>	161	\$19,903.39
General Fund B	No.	20	<i>through</i>	22	\$461.20
Highway Fund DB	No.	75	<i>through</i>	93	\$10,895.56
Lighting Districts	No.	9	<i>through</i>	10	\$315.74
CM-Cemeteries Trust	No.	1	<i>Through</i>	3	\$411.65

Supervisor/Bookkeeper - Brynley Wilcox

2016-2017 SNOW & ICE AGREEMENT:

- \$ 8,183.44 received from County - 456.92 lane miles, Plow Dates: 03/16-3/22/17.
- 2017 YTD: \$ 119,995.61 BUDGET: \$ 120,000.00

Winter	County Reimbursement	Reimbursement per Lane Mile	Total Lane Miles Plowed	Rank
'16-'17	\$135,189.73	\$17.91	7,548.28	4
'15-'16	\$72,243.21	\$17.91	4,033.68	8
'14-'15	\$152,716.99	\$17.53	8,711.75	1
'13-'14	\$131,158.00	\$16.84	7,788.48	3
'12-'13	\$100,389.65	\$16.84	5,961.38	5
'11-'12	\$75,771.26	\$15.97	4,744.60	7
'10-'11	\$127,295.56	\$15.97*	7,970.92	2
'09-'10	\$90,152.39	\$15.34*	5,876.95	6

*Cannot be verified by Snow/Ice Agreements

INTEREST & PENALTIES:

- \$2,626.23 was received from the County for March 2017 interest and penalties
 - 2017 YTD: \$3,727.67 BUDGET: \$6,000.00

BOND:

- \$400,000 was wired into our Community Bank MMKT on April 6th

MEO JOB POSTING:

- A temporary fulltime highway position was posted in the following newspapers and will run from 05/07/17 through 05/19/17. Oneida Dispatch, Mid-York Weekly, Sherburne News and Waterville Times.
- Interviews for potential candidates will occur on Tue, May 23, Weds, May 24.

There was a brief discussion on hiring the position.

Brynley added that the audit is underway. Dan Farrow from Cwynar will be starting over like they have never audited us before, it will be more extensive. He will interview key associates to get our procedures down.

RESOLUTION 2017-54: Funds Transfer

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

Resolved that \$50,000 be transferred from Community Bank Money Market account to NBT Bank Checking account to cover A fund for May abstract and May/June payroll.

TOWN REPORTS:**Highway Superintendent - Jason Florenz**

GARAGE: Painted the office (see pictures).

Brynley painted the Highway Superintendent's office.

GENERAL REPAIRS:

- Dug ditches on Collins, Hoose, Humphrey, and Excell Rd.
- Repaired driveway pipe on Chapple, Hill & Humphrey Rd.
- Installed new driveway pipe on Hill and Wratten Rd.
- Installed pipe, widened road and dug ditches on Morse Rd.
 - Hauled around 149 loads (1,788 yards) of Item #4 gravel (see pictures)

Jason recapped why the Morse Road needed more work this year. The project started last fall. The road was narrow, very hard to get through, there were some soft spots as well because of a lack of gravel, took care of a ditch and added pipes to widen it. Basically finish the road. Now it's ready for stone and oil. It will not be blacktopped. Lots of brush and trees need to be removed as it was left behind last fall. That will take a week or so.

EQUIPMENT:

- Serviced the 1973 Grader and John Deere cemetery mower.
- Installed tarp systems on dump trucks.
- Belt broke twice on cemetery mower (took to Doc Palmer).
- Borrowed Town of Lebanon’s roller.
- Sold 2006 International for \$44,000 and fire safe from the Town Office for \$390.

TREE REMOVAL:

- Cut trees on Humphrey, Willey, Mill & Williams Roads from storm damage.
- NYSEG cut down two trees on Wickwire Road and we helped remove debris with the Village’s loader and grapple bucket.

SNOW REMOVAL: Removed wings, plow frames and spinners

CHIPS: Received final road plan from Gorman for 2017 CHIPS money (see Section 284 agreement) ATTACHMENT A.

The board reviewed the Section 284 document with Mr. Florenz. There will be \$30,000 left to spend in Chips.

Town Clerk/Collector - Sue Reymers

	APRIL 2016	APRIL 2017	Notes
Total Fees Collected	\$1,966.05	\$1,934.75	
Disbursements:			
Town Revenues	\$1,032.79	\$804.69	2 Building Permits
NYSDEC Hunt/Fish	\$439.31	\$579.16	
NYS Dept of Health	\$45.00	\$22.50	
NYS Ag & Markets	\$25.00	\$37.00	
Mad Co (Landfill)	\$423.15	\$491.40	

TRAINING:

- NYSTCA: Attended April Conference April 23-26.
- Planning & Zoning Institute Training – May 3 in Morrisville.
 - Attended with Elisa. Also, Darrell, Bill, Elaine, Harvey, Jeff.
 - Topics: ZBA Overview, and CNY Model Solar Zoning Ordinance

INTERNS, WORK STUDY & VOLUNTEERS

- Work Study Student - Colgate University: Enrique Nuñez worked 2/27-5/3/2017.
- CU - Upstate Institute Intern Julie Dudrick found a student for us. Emily Eastwood. Work Entails:

- Environmental Education objectives of both the Comp Plan & Climate Smart Communities Program:
 - Research what green energy initiatives and energy conservation opportunities are available to town residents through Madison County and NYS.
 - Webpage, Social Media, Outreach
 - Create flyers as needed
 - Attend farmers market if possible – perform survey, hand out information and giveaways (if available).
 - Enewsletter - Set-up enewsletter – research product options, figure out how to set it up.
 - Greenhouse Gas Inventory Wrap-up - Work with Andy Pattison to finish up final components to GHG survey.
 - Research Community Solar - What it is and how it works and how it can benefit the community-at-large.
 - Research electric vehicle charging stations.
 - Finish setting up EPA Portfolio

Chris Rossi shared that the Greenhouse Gas Emission study was emailed today. She will forward it to the board for review. Andy Pattison asked about work in the fall. They can expand the Greenhouse Gas Study to the whole town. This falls into our Comp Plan and Climate Smart Communities certification. Gives you a baseline for carbon footprint is for the municipality and for the town and helps direct how we can help people save money on insulation, for example. They are game for doing that if we want them to move forward. There was discussion about the Clean Energy program and the four actions needed.

RESOLUTION 2017-55: Approval to spend funds up to \$15,000 for Clean Energy Action Items

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

Resolved that the Town Supervisor be authorized to spend up to \$15,000 for the efforts to meet the Clean Energy action items.

Codes Enforcement Officer – Mark Miller

The board reviewed the April report. There were three new building permit applications, three zoning permits which two will lead to building permit applications and 1 which will lead to a subdivision application. Also there was an application for an Area Variance.

COMMITTEE REPORTS:**SOMAC**

Mr. Holcomb spoke to Vinney Faraone today to catch up as he was not at the last board meeting. He reported that there was a good transition with the new bookkeeper. They will have to scale back on transfers with students leaving for the summer. They are waiting for the bank before putting the new ambulance into service. They were out 4-5 times today. Heard all good comments on the emergency response to the major wreck in Hubbardsville. No complaints from community.

Brynley Wilcox reported that Wendy Noble was taking over as bookkeeper. She has officially taken on over as of Tuesday. She knows what she is doing and operates same. It's been a smooth transition. She has a lot of experience including the New Life Christian School and has served on several boards as Treasurer.

Partnership for Community Development

Mr. Darby reported that there was an entrepreneurs meeting on branding recently. The Annual Meeting in conjunction with the Hamilton Business Alliance will be June 27 at the new brewery. They have received the final draft of the airpark study, which needs to be reviewed, and then they we will start to locate businesses to move into the airpark. Eve Ann Shwartz will forward the study to the board. Mr. Darby continued that they are now accepting application for small business grants and home improvement grants. They continue to work on the recreation initiatives and website. The new person, Laura started today. They are submitting a grant for \$100,000 for Heart Stone Bakery for the expansion of their bakery. The grant will be run through the County.

Clerk Reymers reported that 200 flyers on the housing grants will be distributed at the Hubbardsville Fire Department's May event in the runners/walkers packs. Supervisor Shwartz asked for additional flyers to be sent to the Earlville Library tomorrow and asked to note that the first six months, priority will be given to the Town of Hamilton residents. Clerk Reymers informed that the board that there will be a mailing as well press releases.

38 Milford Street

Mr. Darby reported that the architects are making progress to finish the bid documents. Met them two weeks ago in Syracuse to discuss floor choices as well as a few more topics. The board looked at the samples to see the selection.

Supervisor Shwartz stated that Jordan is signing contract now. He needs a lift first. The dumpster was delivered by the County. It will likely be two weeks. Jordan will call the highway to pick up the artifacts once they are removed.

Clerk Reymers and Councilmember Darby will work with them on Friday to finalize details on the VRV heating system, flooring and color choices, and deputy space.

Comprehensive Plan & Action Plan**Zoning Revision Committee: Chris Rossi**

The first meeting will be on May 23. There will be participation from office staff. Right now there are 4 people on committee. Harmon, Harvey, Darrell and Chris. Sue too. We'll be discussing how we can expand the group. Sue forwarded information on attorneys and Nan Stolzenberg is willing to work with us again.

Supervisor Shwartz clarified with the Clerk that there is \$10,000 in the budget for this project. Originally, the plan was to hire an attorney, but in the research it was discovered that we could work with a planner and it would be cheaper. Nan is familiar with the project and it could go faster with her as well. We will work it out and give recommendation to the board next month.

Recreation Committee: Sue Collins

Sue Collins said that she and Jodi Palmer met. They went and looked at the 9 mile swamp area and neighboring properties. There is an Iroquois log house on the property. Irwin Lamb said that there is one back there. There was a brief discussion of the landscape of the land. The board agreed that something should be done for parking in that area to access it and that Mr. Lamb should know that we are interested. There was discussion on funding for the purchase of land. Sue Collins will reach out to PCD. Supervisor Shwartz reminded the board that Wetland Trust may be able to help. Chris Rossi recommended connecting with Jordi from Colgate. Supervisor Shwartz will talk to Irwin.

Energy Committee and/or Green Team: Chris Rossi

Ms. Rossi reported that the CSC is meeting on May 26. Chris, John Pumilio and Andy Pattison will bring the Village of Hamilton into the fold. Dazzle Eckland from the NYSDEC was at the last meeting, which was helpful. Dazzle said that even if the village comes on board, we need to be doing parallel/separate work for CSC points.

OLD BUSINESS:**Alternate Members for Planning Board and Zoning Board of Appeals**

Supervisor Shwartz had a candidate settled for the Planning Board but she was recruited for the school board for Sherburne-Earlville. The good news is that Mary Galvez is back from medical leave.

Clean Energy (CE) & Climate Smart Communities (CSC)

Already talked about this.

NEW BUSINESS:**Zoning and/or Moratorium on Certain Solar Projects**

Supervisor Shwartz explained that local people are being contacted for large solar projects. Letters have been sent to landowners as well from the Lam Corporation. They want a minimum of 20 acres of farmland. The Town of Hamilton does not have any zoning for this type of project. Chris Rossi said that Nan provided some resources during the comp plan process on solar. Mr. Darby mentioned that the town has a right to declare a moratorium so that time can be taken to study this for up to a year and possibly two extensions.

The board discussed the issues surrounding large scale solar and felt that the community is not ready for this. Supervisor Shwartz consulted with Steve Jones on how to establish a moratorium and a local law is needed. Clerk Reymers mentioned that the Unified Solar Permit has been updated and the new application requires more information on process for solar. The board reviewed Nan's information and decided to do a resolution to direct Steve Jones to draw up a moratorium for one year for large scale solar. The Zoning Revision Committee will look at this as their first zoning policy to address.

RESOLUTION 2017-56: Direct Attorney Steve Jones to draft a Local Law for a moratorium on Large Scale Solar

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

Resolved that Attorney Steve Jones be directed to draft a local law for a moratorium on large scale solar with onsite being a key term as an exception for one year.

The board spoke briefly on the assessment tax exemption on solar. It's a policy that the town board needs to address.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities:

As part of the NYS budget that passed in April, the County has to work on a county wide shared services plan. All Town Supervisors and Village Mayors are required to sit with County Administrator to come up with a plan to save money and reduce the taxes. There is a very short timeline. They are currently gathering statistics. There currently are shared services between municipalities that are not quantified or formalized. There was a brief discussion on town's current shared services with other towns and the difficulties in documenting all of it and quantifying it. Supervisor Shwartz continued that the Mark Scimone mentioned the possibility of towns joining the County's health insurance plan. Discussion turned to purchasing for fuel.

RESOLUTION 2017-57: 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 personnel and litigation at 8:31 p.m.

RESOLUTION 2017-58: Return to Regular Session

On a motion Councilmember Rossi, seconded by Councilmember Collins, the following resolution was: ADOPTED: Ayes: 5 Nays: 0
Resolved that the Board return to regular session at 8:55 p.m.

RESOLUTION 2017-59: Authorization to increase Codes Enforcement Officer's Hours

On a motion Councilmember Collins, seconded by Councilmember Darby, the following resolution was: ADOPTED: Ayes: 5 Nays: 0
Resolved that the Codes Enforcement Officer's hours be increased up to 28 hours a week until the end of the year.

With no further business, on a motion of Councilmember Collins, seconded by Councilmember Rossi, the meeting was adjourned at 9:00 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers
Town Clerk