

**Town of Hamilton
Board Meeting Minutes
September 11, 2014
Town Office, 16 Broad Street**

Present: Eve Ann Shwartz, Suzanne Collins, Chris Rossi, David Holcomb, Bert Glazier, Donna LaMarco and Carol Dewey. Absent: Peter Darby and Sue Reymers
Guest: Margaret Miller, Doc Hayes, Vinny Faraone and Tim Collins.

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

2) Public Comment:

Margaret Miller, Mayor of Village commented:

- 1) The village has received a grant for the taxiway at the airport amounting to close to \$690,000 from FAA.
- 2) The Village has a new administrative assistant starting on 9/22—Nancy Mitchell who will be working closely with Sean Graham.
- 3) Don Forth, new Codes Enforcement Officer seems to be working out well.
- 4) Deb Niles is the new parking code enforcer.
- 5) Natural gas seems to be going well and will probably tap into the TN lines in mid- October.
- 6) Wayne Foster has applied for a permit for 8 two-bedroom apartments to be built on his property on Eaton Street using the current building.

Eve Ann mentioned there was a follow up meeting after the Fairmount Property to review what went wrong with the plan originally presented. A review of standards for those students living in the Village will be evaluated. Eve Ann mentioned that Rochelle Harris, Town Assessor and Don Forth, Village Codes Officer will be looking at these properties to see if they are being assessed properly.

Doc Hayes, Earlville representative

- 1) Due to the primary election on Tuesday, September 9th the Village of Earlville did not hold a meeting.
- 2) Currently Earlville does not have a Codes Officer. There is a planned hearing for the codes law the week of September 15th. Doc indicated that Earlville needs to consider adopting the codes provided by the State. Bob

Piersma and Sue Reymers did make a visit to Earlville to speak about shared services of our Codes Officer. Bob Piersma has submitted a proposal.

- 3) The mention of the Earlville Pig Roast, to thank those involved with clean up from the July storm, was made. Everyone seemed very appreciative.
- 4) The mention of the upcoming Disaster Planning meeting in Morrisville on 9/17/14 was mentioned. Various members of our Town Board will be attending.

3) GENERAL

a) **RESOLUTION # 2014-58**: Approval of the August 2014 minutes. A motion was made by David Holcomb and seconded by Chris Rossi to accept the August Town Board minutes. Motion carried. 4 Ayes; 0 nays

b) **RESOLUTION # 2014-59**: Approval of Claims for payment. Total payments for General, Highway and prepaid bills totaled \$41,325.25. Chris Rossi made a motion to authorize payment of bills and was seconded by Suzanne Collins. Motion carried. 4 Ayes; 0 Nays

4) TOWN REPORTS

a) **Highway Superintendent - Bert Glazier**

- 1) The clean-up surrounding the salt pile is complete and expects approval from the DEC of Syracuse. There is a need to purchase a net for the salt. Bert will be checking various nets to fit our needs. Our approximate cost for a new net will be around \$2800.00. Bert has been researching cost of salt sheds. Enclosure of the fuel tanks is complete. Bert circulated photos showing various illustrations of the work done on the recent berm and filtration project. Three dams were installed to slow down the water flow and grass has been planted over the area. Overall cost of this project was around \$18,000.00. Eve Ann suggested we send a letter of thanks to the Soil and Water Conservation department. Steve Lorraine was a great help with this project.

2) **Highway Garage Evaluation**

Bert reported that the sill on the outside of the building are bad and the roof needs repair. Both issues need prompt attention. Eve Ann has been trying to get names of engineers that specialize in the salt shed field. DeRuyter is also looking into the building of a salt shed. There are grants available through the DEC. Profession grant writing

companies could cost over \$2600.00. Eve Ann indicated she would like to explore this as quickly as possible between now and the next meeting. She would like a professional to evaluate the building; someone to assist us in applying for a grant for the salt shed and someone to evaluate the property the Town is thinking of for a new Town Office. The question came up as to how long we have to build a salt shed. Bert responded that the DEC quoted approximately 8 months is the deadline.

RESOLUTION: Eve Ann asked for a motion for a professional to write a grant for the salt shed. A motion was introduced by Chris Rossi and seconded by Suzanne Collins. Motion carried. 4 Ayes; 0 Nays

A building on Milford Street is being considered for a new Town of Hamilton office location. Peter Darby and Bob Piersma, Codes Enforcement Officer, are going to take a look at the building on Tuesday, September 16.

b) Town Clerk

In Sue's absence, she submitted a one page report of the various activities. Hunting sales are going strong. The system has it flaws but we have been able to work around most of them. A breakdown of the various sales of licenses and permits for August 2014 include:

83 Hunting licenses	0 Birth certificates/Copies
5 Marriage licenses	0 Death certificates/ copies
4 Marriage Cert. Copies	2 Codes- Building Permits
30 Dog Licenses	0 Planning & Zoning Applications
53 landfill tickets	

The DesignConnect Grant that the Town applied for on 7/31/14 was denied.

The Deer Management task for has met on August 14, 2014 and there will be an upcoming meeting on September 23 at 5:00 p.m. in the Town Office. They have been working with NYSDEC regarding deer management assistance program (DMAP) and deer damage permits (DDP). Hunter survey is complete and will be distributed.

c) Codes Enforcement Officer

An Inter-municipal agreement relative to Code Enforcement Services was provided that would share our Codes Office with Earlville. The administrative and general terms of the agreement were detailed. Eve

Ann asked for a motion to accept this agreement between the Town of Hamilton and the Village of Earlville. A motion was made by Chris Rossi and seconded by Suzanne Collins. Motion carried. Bob Piersma has submitted a proposal which will be reviewed in Executive Session.

d) Bookkeeper—Donna LaMarco

Donna provided monthly financials and explained various expenses. We are still working with Steve Eidt about FEMA. He replied about a DEC issue but everything was good so he was going to check to see why our money is being held up. She reviewed the various items on her report. There has been two meetings so far for the planning of the Town of Hamilton 2015 budget. Peter, Bert and Donna are working on costs for vehicle replacement for the Highway Department. Intended replacement includes the dump, loader and back hoe.

Suzanne Collins, in her review of bills, asked if we were getting any discount from Curtis Lumber. We did have Contractor Level 1 pricing, which varies from item to item. Donna called Curtis Lumber to inquire about a discount and they indicated they now have us set up for a 10% discount on in-store purchases plus use of the Contractor Level 1 pricing.

A meeting with Bob Carey of Mang Insurance indicated a possible increase of 16.5%. There is a range of 12 to 18% increase for health insurance.

A budget workshop is scheduled for Wednesday, October 1 at 7 p.m. to review the budget. A tentative budget will be submitted to the Town Clerk on or before September 30th.

RESOLUTION # 2014-60: A motion was made to modify the 2014 budget to add to the revenue as well as add to the expense. This was an even trade for the Loader to DA2665 and DA5130.2. Net change resulted in \$0.00. The motion was made by Chris Rossi and seconded by David Holcomb. Motion carried with no further discussion. Aye:4 Nay: 0.

5) TOWN BOARD MEMBERS & COMMITTEE REPORTS

a) **SOMAC** -Vinny Faraone and Tim Collins presented SOMAC's issues.

Vinny reviewed the expenses and budget of SOMAC. He indicated they are down to bare bones. The volunteer team has become an issue. They feel they will need to hire a Director of Operations. Changes in health care services have become an issue and requires more time than some volunteers can give. Vinny indicated SOMAC is a commercial service and they need a paid paramedic and a paid driver. There are Colgate students that volunteer but cannot donate several hours at a time. Approximately \$176,000 was taken in by SOMAC for transportation or transfers. A new billing company has been hired by SOMAC. The problem Vinny explained is that SOMAC has a few EMT volunteers, no volunteer paramedics and some drivers. It was asked if SOMAC could tap into the \$50,000 that the Town of Hamilton has earmarked for them. Coverage of Hamilton on a 24/7 basis needs to be improved. Julie Dudrick has been appointed by SOMAC as the Volunteer Coordinator to help grow their plans. Eve Ann question that if this was to be a paid service completely, would this be funded by the Town and Town tax bases? Vinny commented on various situations other towns are facing. Much discussion followed to help clarify SOMAC's needs. The need for approximately 8 (4 paramedics and 4 EMT's) full time staff maybe required. David Holcomb mention the need for hired professionals is becoming a problem nationwide. Vinny and Tim explained various happenings pertaining to budget.

Eve Ann suggested we bring this information to the public for a hearing with detailed figures and information. The \$50,000 earmarked by the Town of Hamilton will help get SOMAC through June 1, 2015. RESOLUTION: A motion to release the \$50,000 from the 2014 fund budget to SOMAC was made by Sue Collins and seconded by David Holcomb. Motion carried. Aye: 4, Nay: 0.

Eve Ann suggested a preliminary meeting between SOMAC and the Town of Hamilton to discuss more in debt finances. A public hearing will be required to bring monetary issues to the residents. It was suggested by Eve Ann that a three year budget be developed for review. Tim Collins publically complimented Donna LaMarco for her insight and knowledge for help working with Tim for the past 6 weeks regarding the budgets.

b) Comprehensive Plan - Chris Rossi

Work is still being done on the goals and actions. Bruce Selleck gave a presentation in Lebanon on the future of high volume hydrofracking in Madison County. He commented there is very little fuel in the Madison shale and we are unlikely to see any development within the next 10 years if ever. Chris indicated they have asked to prepare a gas build out map and Bruce will act as a resource for us. The next meeting will be on September 18th and will be working on the last part of the goals and actions. Chris will get figures for the 2015 budget and submit them soon.

c) RESOLUTION # 2014-61: Local Law #1 - A Local Law to

“Override the Tax Levy Limit Established in General Municipal Law 3-c”. Be it enacted by the Town Board of the town of as follows:

WHEREAS, said proposed Local Law would allow the Town to override the limit on the amount of real property taxes that may be levied 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 2014 at 7:15 p.m. on October 9, 2014 at the Town of Hamilton Office, 16 Broad 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: David Holcomb, seconded by Suzanne Collins.

Shwartz-yes, Holcomb-yes, Rossi-yes, Collins-yes. Absent-Peter Darby.

a) RESOLUTION # 2014-62: Local Law #2 - A Local Law entitled Local Road Use and Preservation Law”

Be it enacted by the Town Board of the town of as follows:

WHEREAS, said proposed Local Law would establish a procedure by which the developers of large construction projects and other high-impact projects which are likely to damage Town highways, will be required to pay for the upgrade or repair of those highways; and

WHEREAS, this Board desires to hold a public hearing with respect to the adoption of said proposed Local Law, and
WHEREAS, the Board has determined that it is the lead agency for purposes of SEQRA review, and has further determined that it is the only interested or involved agency, and has also determined that this is an unlisted action under SEQRA,
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 2014 at 7:30 p.m. on October 9, 2014 at the Town of Hamilton Office, 16 Broad 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: Chris Rossi, seconded by Suzanne Collins. Shwartz-yes, Holcomb-yes, Rossi-yes, Collins-yes. Absent- Peter Darby.

b) PCD Housing/Village Development

Peter was not available to attend this meeting. Peter has been checking our various sites. He and Jim Leach traveled to Rochester on 9/10/14 to meet with Pat Toben. We will wait for more of an update at our October meeting.

c) Joint Village/Town Projects - Suzanne Collins/Peter Darby

Our application that was submitted to Design Connect on 7/31/14 was denied. We received this information on 9/6/14.

d) Deer Management Task Force - Peter Darby/Sue Reymers

The committee met on Thursday August 14, 2014 and the next meeting will be on Tuesday, September 23 at 5:00 p.m. They are working on researching what methods we can begin to implement and assess any potential costs.

NYSDEC -Deer Management Assistance Program (DMAP)—The Town office made applications available with information about the program.

NYSDEC - A poster is in the progress to distribute around the community to educate landowners about the program.

Hunter Survey - A hunter survey is complete and will be distributed shortly via the Town office as well as on line.

6) NEW BUSINESS

- a) **SEGREGATION OF DUTIES** - Resolution for change in authorization for access to bank accounts and check signing. Donna LaMarco made a visit to NBT Bank to review our current policy with Darcy. Darcy has a new resolution that removes Donna's name from check signing and Peter and Eve Ann are the only ones authorized. There is an addendum that allows Donna to sign just Petty Cash checks. Peter is the on-line Administrator. Eve Ann has some details she would like to review with Peter and Sue before any discussion is made. We do need an authorization to allow Donna to sign checks for petty cash. A resolution is needed to remove Donna's name from the checking account and have Peter and Eve Ann listed as the check signers. RESOLUTION: Donna's signature will only be approved for the Petty Cash account. A motion was made by Chris Rossi and seconded by Suzanne Collins. All in favor -- motion carried. Aye: 4, Nay: 0.

7) SUPERVISOR'S REPORT

- a) *Madison County Activities*
Margaret Miller asked if the County has hired an Emergency Preparedness Coordinator yet. No decision yet has been determined.
- b) The County Board has also introduced a tax cap override. A public hearing will be in October.

EXECUTIVE SESSION

At 9:10 p.m. a motion was made by David Holcomb and seconded by Chris Rossi to adjourn to Executive Session. At approximately 9:40 p.m. the Board returned from Executive session.

8) ADJOURN

At 9:45 p.m. a motion for adjournment was made by Chris Rossi and seconded by Suzanne Collins. Motion carried.

Respectfully submitted,
Carol Dewey, Deputy Town Clerk