

Town of Hamilton Regular Board Meeting Minutes
Thursday, December 12, 2019 at 6:30 p.m.
Held at the Court House, 60 Montgomery Street, Hamilton, NY

Present: Mary Lee Dinski, Chris Rossi, Eve Ann Shwartz, Peter Darby.

Absent: David Holcomb. Others Present: Town Clerk Sue Reymers, Bookkeeper Brynley Wilcox, Highway Superintendent Luke Dowsland.

Public: Jim Leach, Bruce Moseley, Carolyn Todd, Gerald Hayes.

Call to order & Welcome: The meeting was called to order at 6:25 p.m.

Public Comments: Bruce Moseley and Carolyn Todd wished to publicly thank both Chris Rossi and David Holcomb for their years of service.

Bruce Moseley read: "As a resident of the Town of Hamilton and the chair of the Town Democratic Committee, I want to thank David Holcomb and Chris Rossi for their long service to the town and to the community as members of the town council. I cannot remember the Town Council without David Holcomb as a member. We had to do some research because memory fails - He has served five terms - 20 years - working with at least three town supervisors, and at least six other members of the council. Chris Rossi has been on the council for eight years - two full terms. Their contributions are too numerous to list but suffice it to say that both have served selflessly and largely without public acknowledgment, attending to the town's business and the improvement of our community."

Bruce Moseley read Carolyn Todd's recognition: "I served on the Hamilton Town Council for a four-year term from 2010 to 2013. During that time David Holcomb was on the Council and during the last two years Chris Rossi had begun her own eight-year period of service on the Council. The responsibilities of the Town Council have grown enormously in the past 10 years. While road safety and maintenance have always been at the center of Town work, other partnerships and associations have steadily developed. David has been a steady liaison with SOMAC, worked hard on the Appraisal Reval, and has always been a voice for citizens. Chris devoted herself to the Comprehensive Plan, to all matters of Zoning, and as an environmental advocate has always looked at ways to save energy while saving costs. In recent years both Chris and David have along with the rest of the Council, created long-term funding solutions to SOMAC, protecting this vital medical resource for all citizens in our region. They have also spent untold hours working on a new Town Office, a legacy of which they can be proud. It was my honor to sit on the Council with these two public servants. The time spent in local government is invisible to many. As a former member of Hamilton Town government, I am familiar with the sacrifices made by all local officials. I extend my

gratitude to you David and Chris, for your years of devotion to your town, and I offer my sincere best wishes as you enjoy a well-deserved retirement."

Eve Ann Shwartz and Peter Darby made additional statements and accolades to the work performed by both Councilmembers over the years. Christine Rossi thanked everyone and stated that she will continue to work on updating the Zoning Law.

CORRESPONDENCE READ:

1. Thank you from Rachael Amann-Burns of Bell Tree.
2. Thank you from Hamilton Food Cupboard.
3. Thank you from Ontario & Western Railway Historical Society for donation of portions of the interior wall of the old railroad station.

Clerk Reymers updated the Council that John Taibi, Railroad Historian, took some of the original graffiti and mounted it on the original boards from the original station. It's at the town office if anyone wants to see it. Meanwhile, John Taibi recreated a sign that would go on the outside of the building.

DEPARTMENT REPORTS:

Highway Superintendent - Luke Dowsland

GENERAL REPAIRS:

- We worked on filling ditches in on Morse road from the Halloween storm
- Fixed a sink hole at the Kiley and Chappel road intersection
- Tried unplugging a 3' culvert on Borden road with no luck. It's a 40' pipe with 36' plugged with stone and gravel.
- Hauled in 200 tons of crusher run from Hanson to replenish our stock and for use to finish addressing all the Halloween storm damage in the spring.
- Ditched on the corner of Kiley and Chappel

EQUIPMENT:

- #18 blew a hydraulic hose and blew the radiator.
- #15 also blew a hydraulic hose and needed new steer tires put on due to the wing pin breaking and coming off blowing a steer tire on the side of the road.
- #24 was towed by the Hamilton Auto Clinic to Nilles Ford for a broken wire in the PCM (warranty covered everything except the tow)
- #23 got new spark plugs, wires and healy coils to get it back up and running
- #16 wing shock came unthreaded while he was plowing, Mike nursed it back to the shop where he took it apart and had to rebuild the end and rethread it.
- Serviced #16 and #24

TREE REMOVAL:

- Picked up tree branches around the whole town from the Halloween storm

SNOW REMOVAL

- Since the November meeting:
 - Plowed and sanded 17 times
 - Used 612 yards of sand/salt
 - Used 16,750 gallons of brine
- 2019-2020 winter totals:
 - Plowed and sanded 23 times
 - Used 828 yards of sand/salt
 - Used a total of 21,000 gallons of brine

OTHER:

- The Geothermal project is completed and is working very well. We currently have it heating the whole shop. I anticipate once it gets colder, we will close the doors, separating the front and back half of the shop to be heated separately by the geothermal and oil.
- We installed the water drain line for the geothermal already, we didn't need to rent any equipment to achieve this like we had originally thought.
- Our crew has been helping Kevin Strasser with the electric as we get free time.
- Our fuel supplier has let us run out of fuel again. I have since terminated our service from them and Broedel Energy is now supplying the highway garage with its diesel and fuel oil.

Award Resolution for Broedel Energy (Diesel and Fuel Oil)

The board discussed the need for a new contract but wanted to see the fixed rate price prior to approving. Tabled until January meeting.

Update on Preston Hill Speed Study (ATTACHMENT A)

The board reviewed the recommendations for Preston Hill. They determined that the section between State Route 12B and Horton warranted a reduction from 55 MPH to 45 MPH. They also commented on additional traffic calming work that could be done. This includes signage at the curves and 'No Shoulder' signs from Horton to Hoose Road. It was noted that the shoulders on that section were added when that portion of the road was paved last summer. Luke Dowsland will order the additional signage and install it when weather permits. Clerk Reymers will reach out to the residents who sent in the petition to update them.

There was a brief discussion on the geothermal project.

Resolution to Recognize Michael Marcellus**RESOLUTION 2019-125: Recognition of Michael Marcellus' 25 Years of Service**

WHEREAS, the Town Council of the Town of Hamilton, Madison County, New York State, believes that the Highway personnel should be recognized for their faithful service to the public;

WHEREAS, Michael Marcellus has been a long-time resident of the Town of Hamilton, Madison County in New York State and,

WHEREAS, Michael Marcellus has faithfully worked for the Hamilton Highway Department for 25 years.

NOW, THEREFORE, BE IT RESOLVED, that the Hamilton Town Board, on behalf of the residents of the Hamilton, extends its appreciation to Michael Marcellus for his 25 years of excellent service, loyalty and dedication to the community and,

FURTHER BE IT RESOLVED, that Michael Marcellus be furnished a copy of this Resolution, which is spread upon the minutes of the December 12, 2019 Town Board Meeting.

On a Motion of: Peter Darby, Seconded by: Chris Rossi
the following resolution was unanimously ADOPTED.

RESOLUTION 2019-126: Approval of a Gift Card for Mike Marcellus in Recognition of his Service

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

Resolved that the Highway Superintendent be authorized to purchase a \$100 gift card to Ray Brothers BBQ for Mike Marcellus for his years of service.

Supervisor/Bookkeeper – Brynley Wilcox**MORTGAGE TAX:**

- \$20,103.95 was received from the County for April - September Mortgage Tax
 - 130.74% more than April - September 2018
- 2019 YTD: \$ 26,894.89
 - 1.17% more than last year (\$26,584.43)
- 2019 BUDGET: \$ 35,000.00

POSSIBLE FEMA – HALLOWEEN 2019 STORM:

- Approximate costs:
 - Labor: \$ 9,158.25
 - Equipment: \$ 8,877.75
 - Rental Eqpt: \$ 9,396.30
 - Materials: \$ 10,250.73
- Estimated Total: \$37,683.03

RESOLUTION 2019-127: Audit of Claims

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

Resolved that the bills contained on Abstract #12 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	395	<i>through</i>	431	\$145,172.10
General Fund B	No.	68	<i>through</i>	77	\$6,942.18
Highway Fund DB	No.	171	<i>through</i>	188	\$35,058.71
Street Lighting SL	No.	23	<i>through</i>	24	\$430.86
Prepays					\$136,406.32
TOTAL:					\$324,010.17

RESOLUTION 2019-128: Funds Transfer

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

The transfer of funds from the Community Bank Money Market account to the NBT Bank Checking account for the total amount of \$190,000.00 to cover November bills and November/December payroll:

A Money Market to Checking in the amount of \$190,000.00

The board reviewed the Fund Balance Report and Milford Street budget report. Discussion took place about additional funding.

Town Clerk

- Financial Report for November 2019: Collected \$2,500; Town keeps: \$802.24
- Hunting sales were very strong this year! We will exceed \$15,000 this year for income.
- Due to some new organizing of old marriage records, we are more easily able to get information from the 1980s. Requests for copies of marriage certificate have increased with the new requirements for a NYS Driver's License.

SOFTWARE: We had a presentation from Williamson Law Company for software for Highway, Codes and Clerk's office. It's a lower cost software used by many municipalities in NYS, but it's not very robust. Waiting for their cost proposal. Meanwhile, we will look at BAS software which will be a higher cost but offers more options. Unfortunately, we don't believe that they offer a product for Highway.

GRANTS MANAGEMENT:

NYSERDA Grant (Clean Energy - \$50,000)- GEOTHERMAL

- Waiting for all the payments to NP to clear to send in for grant disbursement.

NYSDOS (Magee Grant) - \$50,000 for Town Hall Project

- Waiting for all the payments to REA to clear to send in for grant disbursement.

DASNY (Valesky Grant) - \$100,000 for Town Hall Project

- Status of contract per Senator May's office: DASNY reached out to the Senate Finance Committee on 7/30/19 for approval of the change in scope, but to date, we are still awaiting approval.

RESOLUTION 2019-129: Approval of Minutes for November 14, 2019

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

Resolved that the minutes from November 14, 2019 be approved.

Records Retention Resolution to Authorize Destruction of Records

RESOLUTION 2019-130: Records Retention Destruction

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

Resolved that the records retention destruction of old records be approved as described in attached document. (ATTACHMENT B)

ASSESSOR's Office: there was a brief discussion of the assessment update. Supervisor Shwartz wants a calendar of events. Eve Ann will connect with Rochelle Harris.

Codes Enforcement Officer - Mark Miller

November Activity

- Approved 2 new Zoning Permit applications. Issued 2 new building permits.
- Conducted 15 construction inspections.
- Conducting inspections and monitoring progress of large-scale projects:
 - new home construction: Butgy/Larkin Rd., Hughes/Horton Rd., Gibson/Alderman Rd., Lafrance/Bonney Rd, West/Quarterline Rd, Cutting/E. Main St.
- Attended Planning Board meeting for lot line adjustment (Curtis, Spring Hill).
- Monitoring and conducting oversight of Town Hall project.
- Participated in weekly conference call with architect, project manager, and village CEO for Town hall project.
- Attended 1 Zoning update Committee meetings.
- Meet with contractors and homeowners to discuss potential projects.
- Meet with Town Hall building committee and potential HVAC contractors to discuss Phase 2 of the project.
- Currently monitoring the construction and progress of approved Special Use Permits according to conditions set forth by the Planning Board. Dunham Barn.
- Followed up on property maintenance complaint.

Permit #	Date	Owner's Name	Location of Project	Description of Work	Permit Fee
2019-32	11/12/19	Michael Bagnall	1132 Harris Rd	860 sqft addition	\$300
2019-33	11/14/19	Scott Ogden	7705 Tackabury Rd	16 x18 breezeway	\$110

COMMITTEE REPORTS:

SOMAC: Mary Dinski reported that SOMAC is still working on a capital plan. Supervisor Shwartz reported that Ted Halpin has retired, and the County hired Dan Degear to head up Emergency Management. There was a brief discussion.

Partnership for Community Development: Peter Darby reported on recent activities of PCD. Ms. Shwartz reported that there was a partner meeting last month.

Recreation and Youth Committee: Mary Dinski is working on a fundraising plan for Bell Tree in addition to a marketing budget. Will add Shari Taylor to the committee.

Zoning Update Committee: Chris Rossi reported that the committee met with the Town Council last week and decided to update the Zoning Law in 2 stages. The group will go back to examining Phase 1 with the usage table.

Hamilton Climate Preparedness Working Group: Chris Rossi reported that Clerk Reymers was able to log the last of the actions and we will be able to submit our application in January for Climate Smart Communities for Bronze. It opens us up to grants. There was a discussion on the grant research from last year.

SPECIAL PROJECTS:

Town Office Building:

Phase 1: Kevin Strasser is working on electric.

Phase 2: There was a bidding process for the HVAC system. The committee wants to award the bid to Scott Larchar of Larchar Mechanical from Sherburne.

RESOLUTION 2019-131: Authorization for Supervisor to sign Contract with Larchar Mechanical for HVAC for Town Hall Project

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

Resolved that the Town Supervisor be authorized to sign the HVAC contract from Larchar Mechanical.

Lighting Districts-LED changeover with NYSEG: LED Lumen Choice - pending.

Geothermal at the Town Garage: Already discussed.

OLD BUSINESS:

APPOINTMENTS: Supervisor Shwartz is working on the appointments.

BOAR: Need someone to finish Holbrook's term (10/1/15-9/30/20).

Planning Board & Zoning Board of Appeals

- BOAR: Need someone to finish Holbrook's term (10/1/15-9/30/20).
- Planning Board:
 - a. Darrell Griff (1/1/2019-12/31/2022) – need someone to finish his term
 - b. Elaine Hughes (1/1/2017-12/31/2019)
 - c. Alternate Member – 3-year term per our Local Law.
- Zoning Board of Appeals
 - a. Bill Nolan (1/1/2019-12/31/2019) – finished up Lamb's term
 - b. Alternate Member – 3-year term per our Local Law.

NEW BUSINESS:**Ambulance Contract with SOMAC****RESOLUTION 2019-132: Authorize Supervisor to Sign SOMAC Contract**

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

Resolved that the Town Supervisor be authorized to sign the ambulance contract with SOMAC for 2020 for the budgeted amount of \$205,968.00.

Contract with Cwynar & Co. for 2019 Audit**RESOLUTION 2019-133: Authorization to Contract with Cwynar for Annual Audit**

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

Resolved that the Town of Hamilton contract with Cwynar & Co. to perform an annual audit for financial statements for 2019 for the bookkeeper, town clerk and justice accounts at the cost of \$9,200.

Concerns of Town Board: Chris Rossi asked if Mary would be the liaison to Upstate Institute next year. Summer fellow's application opened-up. Discussion on ideas.

Supervisor's Report: Madison County Activities: Read the Mid-York Weekly about broadband survey. Already reported on emergency services.

With no further business, on a motion of Councilmember Rossi, seconded by Councilmember Dinski, the meeting was adjourned at 8:22 p.m. Carried unanimously.

Respectfully submitted,
Sue Reymers, Town Clerk