

The regular Monthly Meeting and annual Organizational Meeting of the Hamilton Town Board was held on Thursday, January 10, 2013, at 7:00 p.m., at the Town Office, 16 Broad Street. Present were: Supervisor Eve Ann Shwartz, P. Darby, Deputy Supv., D. Holcomb, C. Todd and C. Rossi, Town Council, B. Glazier, Highway Supt., Judge Haight, Mayor Miller, S. Reymers, Bookkeeper, Regina Silvestri & Robert Johnson, D. Griff, G. Hayes, and Tom (from Earlville).

Supervisor Shwartz began the meeting by welcoming everyone. She said as she put this agenda together this year, and looked at last year's agenda; she remembered last year she had no idea what she was doing and faked it, and thanks to Cathy she managed to fake that first meeting pretty well. Eve Ann thanked the Town Board for a great first year. She said we have some tremendous people working on the Town Board and working for the Town. Chris Rossi has been doing a fantastic job weaving her way through the gas issues and helping with the web site and making it work well – putting notes into the newspaper and improving communications. Carolyn Todd has been incredibly dedicated in getting the website up and running. Always representing us well with the Village and keeping us informed; and pushing us on shared services and these issues have to be dealt with over and over again. Eve Ann wants her to be the accurate reviewer of the minutes and the bills. Peter for his incredible big picture view of the world, and looking at the big picture of the finances-and looking at the garage, the highway dept., and keeping track of that; and helping Eve Ann with the Budget. David for keeping the channels of communication open to many parts of our community, and going to SOMAC, and the importance of being the Board member with the longest history on the Board. Also his willingness to take on more responsibility-she appreciates that. Bert for doing a great job managing the Town Highway Dept. and making us more efficient, and doing a good job managing the employees, and getting them to work harder with less and cheerfully, too. Also for working with numerous bookkeepers. Now to our great joy we have Sue Reymers (Bookkeeper) who has joined us for 6 months – our books are in order, we know where our money is, we are curing ourselves. Cathy for patiently dealing with the new Board and graciously adjusting to new technology/ new organizational things; but always being there, always being steady, and always being the welcoming face to the Town Board and at the Town

Office; maintaining that positive glow in the front. C. Todd thanked Eve Ann for providing incredible leadership all the way through 2012, and she thinks she has been an outstanding leader. She feels that we are very well represented in Wampsville; you have a double life up there at the County Board of Supervisors; and she appreciates the reports back to us – you are doing a wonderful job up there. Eve Ann said thank you; and she has a triple life-because there is a farm, too. We have some real challenges and some real opportunities, too, this year, Eve Ann said. She forget to mention Justice Haight – I know you are there and doing a good job, Eve Ann said.

G. Hayes said the Earlville Fire Dept.'s breakfast is on February 9<sup>th</sup>, and said shared highway services (snow removal) is working well. The Village of Hamilton's snow blower has helped a lot. Sharing backhoe services is being talked about. Madison County will plow Earlville Village roads – Chenango County will not. He said Earlville has decided to stay with Broedel at \$3.58 gallon for fuel oil – at a locked in price. He said Earlville became a Village on January 11, 1887. In 1943 – they were selling war bonds, etc. and enough money was raised by the Village of Earlville to buy a B51 Fighter. They wonder what ever happened to it and anyone can help, let them know. A list of businesses in Earlville – in 1886 – had 20 some names on it. Eve Ann thanked him.

Mayor Miller updated on SOMAC-she said meetings have been changed to 2<sup>nd</sup> Monday – 7 p.m. She said they have been providing service to SEVAC (Smithfield/Eaton) because they had an ambulance out of service. SEVAC has been invited to their meeting, and they are starting to talk about a larger district. They are working on fund raising, and billing is going okay. Mayor Miller said. They discussed volunteers, mutual aid, transfers, and such.

Mayor Miller said the Village is close to hiring the engineers to design the natural gas.

Thanks to Cathy there are Minutes, as the office staff has been ill, Eve Ann said, but she would like to table the December 08, 2012 Minutes until next month to review them. C. Todd agreed.

A Motion to table the December 08, 2012 town Board Minutes until next month was made by C. Todd, seconded by C. Rossi and carried.

Eve Ann Shwartz appointed Peter Darby as Deputy Supervisor and Budget Officer for 2013.

Eve Ann Shwartz appointed Sue Reymers as Supervisor' Secretary and Bookkeeper.

Reorganizational Meeting Appointments for one year Terms:

- a. Attorney for the Town – Steve Jones.
- b. Historian – Jack Loop.
- c. Dog Control Officer – Larry Butts.
- d. Constable-Mike Donovan.
- e. Official Bank – Alliance- becoming NBT in March, 3013.
- f. Official Newspaper-Mid-York, Oneida Daily (backup).
- g. Custodian-Jesse Worden.
- h. Zoning Minutes – Carol Dewey.
- i. Code Enforcement Officer – Paul McGinnis.
- j. Assessor – Rochelle Harris-Reappointment due Sept. 2013.

A Motion was made by P. Darby, seconded by D. Holcomb and carried to accept all of the above named appointments.

A Motion amending the above Motion to include a –i only, was made by P. Darby, seconded by D. Holcomb and carried; as j is informational only.

C. Todd said it was great C. Dewey agreed to do Zoning Minutes.

A Motion was made by P. Darby, seconded by C. Todd and carried that Carol will be paid the same amount per hour as her Deputy Clerk pay - \$12.48/hr.; and they will see how it goes.

Eve Ann has not had time to contact the 2 Planning Board members whose positions are up for reappointment, nor to seek additional potential folks who might be interested in serving. That will have to be done in February. Harmon and Jeff wish to continue to serve on ZBA.

A Motion was made by P. Darby, seconded by D. Holcomb and carried to appoint H. Hoff and J. Schindler to the Zoning Board of Appeals for a 5 year term.

C. Hotaling appointed Carol Dewey Deputy Town Clerk, Deputy Tax Collector, and Deputy Registrar for 2013, at the rate of \$12.48/hr.

Resolution # 1-- to pay salaries every two weeks for the highway employees, bookkeeper, and deputy town clerk, and monthly for all other employees – on the 25<sup>th</sup> of each month, except on December 20<sup>th</sup>, was made by D. Holcomb, seconded by P. Darby and carried.

Resolution # 2 –to authorize Highway Supt. to expend up to \$1500 for machinery and repairs without prior Town Board approval. If over that amount-the Highway Supt. is to consult with the Supervisor, was made by P. Darby, seconded by C. Rossi and carried.

Resolution # 3—to hold Town Board meetings on the 2<sup>nd</sup> Thursday of each month, at 7:00 p.m., at the Town Office, was made by P. Darby, seconded by C. Todd and carried.

Resolution # 4—to allow Town employees, some of whom may be elected officials, Catherine Hotaling-B. Glazier (& Wife); to receive full benefits under health, medical, and dental plan, with 5% of the premium to be paid by employees, was made by C. Rossi, seconded by P. Darby and carried.

Resolution # 5—to set annual highway hourly rate regarding ice and snow removal for the County; MEO Rate - \$16.84 per lane mile, was made by D. Holcomb, seconded by P. Darby and carried.

Page 854

Resolution # 6—to set Town mileage reimbursement rate at .55 per mile, for 2013, was made by P. Darby, seconded by C. Rossi and carried.

Resolution # 7—to allow for payment of monthly pre-paid bills (office rent, electric, telephone, internet, village court rent, health, dental, postage, justice's fund) was made by P. Darby, seconded by C. Rossi and carried.

Town Justice Haight gave his 2013 Report on the Town Court. He handled 157 cases in 2012, and the amount he collected in fees increased, because the number of cases increased. In lieu of penalties, are voluntary contributions made to the DWI Program – Eve Ann asked. That does not affect our bottom line, the Judge said. Last year we took in \$12,000 +, and this year we took in \$16,000 +. He talked about doing a total of 47 arraignments in 2012 year: for our Town, our Village, and other Towns. He explained it is hard for the police to catch people talking on the cell phone, per C. Todd's question. He takes over for the Village Justice 4 to 8 Monday nights for the Village's D.A. day, during the year, and he gets compensated for that-per Eve Ann's question. Talk about consolidating the Courts was talked about in the past, P. Darby said. He explained annual update training is required for his job. He is Vice-President of the Madison County Magistrate's Association, he said. We are lucky to have him, Eve Ann said, and thanked him.

The Town Justice also presented his Books for the Town Board to Audit, and sign.

Tax Collector reported \$392,107.75 had been collected and was in the bank, in the 2013 year tax collection, to date. Discussion about some December tax payers saying we were not open that ½ day before Jan. 1<sup>st</sup>. In notifying residents of office holiday closures; it was on front page of Mid-York Weekly- but include notice on door and web site. Additional website training was held when Clerk was ill, Eve Ann said.

Mayor Miller said they are in the process of being able to sell their Village Office and Eve Ann wanted to go on record saying the Town is interested in joining the Village in building a building-and paying our fair share. We will be glad to help the Village, Eve Ann said.

Highway Supt. gave his Highway Report.

He said they have plowed and sanded--started 24<sup>th</sup> of November; and to date have done that 43 times. They removed snow from Rambling Brook-where they have to pile it. The power company needed to get in and take care of a tree for them--the end of Wickwire Road, so they cleared there. Met with the County and did some tree projects. Box culvert that is on Auctions International closed at \$820 (no sale) --so he will contact them in the morning. They ran out of fuel 4 times, since Morabito--fuel oil and diesel. Morabito is the state bid -- our service is bad, Bert said. He called Morabito at 4:30 a.m. for diesel fuel and got it at 7:30 a.m. Eve Ann said talk to the Manager. Peter asked about -small dump truck replacement. \$28,000/\$29,000 for truck completed, Bert said -- it is used for putting signs up, patching roads, small trees. It is a 1999 one they have now. Transmission was just fixed; not running right yet. We will plow Alexis and Amelia with it, 2 circles, hard for the big truck; and also plow Rambling Brook, South Slope, and dead end roads with it. Tim (Cazenovia) will have that bid sent out, Bert said.

A Motion to pay the General Bills was made by P. Darby, seconded by C. Todd and carried.

A Motion to pay the Highway Bills was made by P. Darby, seconded by C. Todd and carried.

Financial Report from Bookkeeper was passed out. Eve Ann said some payroll reports from December are not back from Quick Books, so we can not finalize. Sue said yes, this a Draft, not a Final.

The Bookkeeper's Financials will need to be Audited and Signed by the Town Board next month.

Eve Ann said a taxpayer came in and was concerned about the printed 19% Town tax rate increase -- which is actually a 17% Town tax rate increase. Sue said Shelly explained it to the resident. Next year we should go over this with Carol Brophy at the County -- Eve Ann said she is retiring, but she is still there on a part time basis.

Page 856

Sue said she wanted to have donated to a non-profit organization – the Town's old copier; as they now have a new copier. Sue and Bert talked about a computer problem at the Highway Garage; caused by a switch.

Sue will meet with Dominick on January 17<sup>th</sup> about funding. She is also trying to track down FEMA money – just not enough time yet-with her sickness.

Eve Ann explained transactions are needed to reduce deficits to zero. The Town Board went over the Bookkeeper's 2012 Budget Amendments. Peter explained fire/machinery& equipment funds changes on page 2 of Sue's Report.

A Motion was made by P. Darby, seconded by C. Todd to Amend the Fund Allocations in the 2012 Year Budget, per Bookkeeper's Report. Vote was unanimous.

The Supervisor's Annual Report to NYS Comptrollers is due at end of February, Eve Ann said. They will be reviewing the Investment Policy and making change recommendations. There is a Records Retention Policy book Sue has, from NYS Archives, that needs to be adopted. Digital records are acceptable, C. Todd said. Eve Ann said what is the maximum time you need to keep them, and what is the point of keeping them –there is guidance in the book, the Mayor said. Eve Ann said Carolyn, with Sue, go through the book and get a sense of it. Tompkins County's goal is paperless meetings, C. Todd said. On our level it would be difficult to do, Sue said, and software is needed. C. Todd said this should start at the County level (top) and filter down. Mr. Johnson said you have to be careful with the permanent records. After the presentation, the Village of Hamilton said this was not a shared services project. The Village and Town agreed they will not move forward with this right now- with the model of Tompkins County and the Feb 1<sup>st</sup> deadline of getting a Grant, doesn't work, C. Todd said. It is on the horizon, but not immediate, C. Todd said. Tompkins County bought a new building to house these 9,000 boxes (cost: Six million dollars) and the conversion to digital was done by a company: that was \$300,000 in Grant money; C. Todd said.

Appointments to Town Committees: Eve Ann said:  
Finance-Peter, Energy Working Group – Chris & Peter, Highway-Peter and David,

Shared Services-Carolyn & Chris, Economic Development – Peter, Liaison to Village of Earlville-David, Liaison to Village of Hamilton-Carolyn, and SOMAC is David. Eve Ann is on all of them.

NYS Association of Towns is February 17-20<sup>th</sup>, if anyone is attending.

Chris Rossi then gave the Energy Working Group (EWG) Report. She said they are talking about hiring Joe Catalano, the Attorney who worked on Zoning, to help us revisit the Comprehensive Plan. In 1999 it was written, and see what needs updating, and also look at it in terms of Energy Development in the Town-and see if there is anything in the Town we feel needs working on. If this goes forward, she will see when he can meet with the Town Board.

Town Road Use Law-they are still waiting to hear back from Delta Engineering , with some questions that our Town and Lebanon had-about different factors-and once they hear back; they will share the information with the other Towns. Eve Ann said would they be willing to break apart the contract price of \$7,900 into 2 pieces-one for legal work and one for surveying of the roads. The timing of when you would do the road survey, Chris said. Mr. Johnson asked what is the EWG, and Eve Ann & Chris explained all the EWG does, to him.

Eve Ann said it is important to: Review your Comprehensive Plan and identify how your Comprehensive Plan relates to Energy Development, Protecting the Environment, and make sure your Comprehensive Plan reflects the current wishes of your Community . Also if we pass a Law to Limit the Areas where Natural Gas can take place: to protect important water resources, residential areas--under Town Law it is permissible, if you have a Comprehensive Plan. C. Rossi said check the Town's website for more information.

Resolution # 8 –was made by D. Holcomb, seconded by P. Darby and carried allowing contracting with Joe Catalano, Attorney, at a rate of \$150/hr to advise on Comprehensive Plan updates/revisions of the Town of Hamilton. Vote was unanimous.

Eve Ann on Shared Services: Bernie Bus – want to see their facility in Rome, with the possibility of developing a new Highway Garage down here, that would service their buses and our Highway Dept./maybe Village/maybe Colgate.



Page 858

Shared Backhoe--G. Hayes, Bert and John Deere are talking about it. They use it in the summer but not much in the winter. They are in the talking stage now. There are some Grants out there, Eve Ann said. Bert watches the auction sites, too.

Town/Village Office –priority for 2013 year-cost savings in personnel and equipment.

Town/County Tax Collection 2014 year-Cathy has been working hard collecting the taxes this year, but Eve Ann wants to perceive working with the County's Finance, Ways and Means, and other Towns who are interested in participating in this cost saving measure next year.

Village of Earlville-wouldn't have to disband, but perhaps give up your snow and highway maintenance to the Towns. G. Hayes said people are getting along and willing to share equipment; and they like it.

Grant writing for Solar, Garage insulation & lighting, handicap access – can be looked into, Eve Ann said.

PCD is creating a Housing Task Force to look at the question of availability and diversity of housing that is available both in the Village and Town around it – there is a push from Colgate University – they would like to have more housing available for their new faculty, they want to encourage more faculty to stay in the community, and to grow the tax base, we need more housing. We have to have housing for young families to support the school. The task force is being put together by the PCD – representatives from the Village, Town, Colgate University, Real Estate, Landlords, Contractors, Developers – not sure where it is going, just in the Planning Stages; Eve Ann said. She is serving on it now and there is also a “Branding” to attract business. Maybe Chris Rossi could serve on the Branding Committee.

Concerns: C. Todd from the Village of Hamilton- on Jan. 15<sup>th</sup> – Noise Ordinance Public Hearing. Maple Avenue 4 way stop is another one. Web Training Session last Friday in the Town Office – Matt, Sue, Rochelle, Carol, & Carolyn were present; Cathy was ill. New Google Calendar, separate listing for the Dog Control Officer, easier navigation for Town Board Minutes, new Energy Working Group Web page, Password -- are the new changes. C. Todd was glad C. Rossi's notes were published on page 2 of the Mid York Weekly. Maybe advertise the Town's website on a banner, Eve Ann said. Put a sign in the window, C. Rossi said.

Eve Ann's County Activities Report – The County decided to restore all the non-profits funding, and they set up meetings to review their Budgets and Activities. She will be involved in all those non-profits committee meetings.

The County Planning Dept. has contacted CENTRO and they are trying to get a presentation from CENTRO to come down and talk to the County about possibly sending services down into Madison County. Scott is exploring the financing of that arrangement – increase Mortgage Tax from  $\frac{3}{4}$  of 1% (currently) to a full 1% and that extra  $\frac{1}{4}$ % charged on Mortgage transactions would fund CENTRO. This would be done by legislation.

The Town Clerk presented her books for the Town Board to Audit and Sign.

A Motion was made by P. Darby, seconded by D. Holcomb and carried to go into Executive Session to discuss assessment litigation.

A Motion was made by Eve Ann Shwartz, seconded by C. Rossi and carried to come out of Executive Session.

A Motion to Adjourn the Meeting was made by C. Rossi, seconded by C. Todd and carried at 10:20 P.M.

Respectfully submitted,

Catherine S. Hotaling  
Town Clerk



