

Town of Hamilton Regular Board Meeting Minutes
Thursday, May 9, 2019 at 6:30 p.m.
Held at the Court House, 60 Montgomery Street, Hamilton, NY

Present: Eve Ann Shwartz, Mary Lee Dinski, Chris Rossi, Peter Darby, David Holcomb.
Others Present: Sue Reymers, Brynley Wilcox, Rochelle Harris, Town Assessor.
Public: Darcie Loveless, Jim Leach, Jody Palmer, John Bailey, Kathleen Palmer.

Call to order & Welcome: The meeting was called to order at 6:31 p.m.

Public Comments:

Jodi Palmer shared continued issues with parent's phone service with Frontier.

Assessment Update - Rochelle Harris, Sole Assessor

Ms. Harris spoke to the Town Council about an update of the town's assessments (aka reval) on properties. She recapped what has been done so far such as photos, creating neighborhoods in the town, and the ongoing annual work of sales of properties. A lot of the preliminary work has been done. Supervisor Shwartz asked Ms. Harris to give a basic overview of why this is being suggested and what is the process.

Ms. Harris responded that a re-assessment looks at every house. The town went through that and the equalization rate has been at 100% in 2011, 2012. Now its at 91.5% equalization rate. Ms. Shwartz chimed in that the equalization rate affects the amount of sales tax the town gets. It's based on your assessed value, but then your assessed value is adjusted by your equalization rate. Ms. Shwartz's understanding is that the town does not get as much in sales tax if the equalization rate is below 100%.

Ms. Harris continued that the equalization rate is a number that is put on by the NYS based upon sale to assessed value. In the town's case because a reval was done in 2011, using sale to assessment ratios. When the equalization drops that means that you are getting further from sale price equaling the assessment rate. The sale price is higher than the assessed value. The town is starting to get a gap. The town would want to do a reval to get it closer to 100%. The town wants to stay in the 95-100% range.

Ms. Harris requested some technical assistance for this process. This person would help with technical, statistical and computer work as part of the reval. NYS only cares that we meet deadlines. They used to make sure that the work was done correctly but now there is not enough employees at the state to do it now. It's fully up to the town. The 2011 reval did not go well. Ms. Harris has tried to clean things up and fix issues in the last few years, but it's hard because if you only do portions then you get told by NYS that you cannot do that, you need to do all or nothing. Otherwise its selective assessment. It's about fairness. Ms. Harris does not assess solely on the sale because you

create more inequalities. For example, she looks at the neighborhood as in a case where someone pays \$700,000 for a \$200,000 house.

Ms. Harris continued that she spoke with Jeff who will assess with the technical end. He will begin by looking at the files and make a recommendation. He was not sure if 2020 date is feasible. Ms. Harris explained the nuances of assessor's work and the equalization rate. Jeff is a retired officer of the NYS Real Property and has extensive experience. The estimate of cost is about \$7-10,000 to bring him onboard. The 2011 reval cost over \$45,000. Ms. Harris said she be will be doing 90% of the work, Jeff is only handling the technical end. It was determined that the town board will decide at the June meeting whether to move forward in 2020 for the reval. The schedule includes the evaluation work in the fall, sending out notices in December, and informal appointments prior to grievance day in May. There was a brief discussion.

DEPARTMENT REPORTS:

Highway Superintendent – Jason Florenz

Ms. Wilcox reviewed the Superintendent's report in his absence. Ms. Wilcox first explained the issue with paving today on Preston Hill Road. There was trouble at the plant with the mix, so when it arrived for paving, it was too cold to lay down. They tried and it was clumpy and chunky. They decided not to pave, so the truck with the material went to pull away and died. A second truck full of paving material that was coming down from the opposite direction attempted to go around the truck and went into the ditch. Two trucks stuck and blocking the road with cooling mix in the bed of the truck. It took some time to clear it all up. Paving was rescheduled.

GARAGE:

- Installed a new mailbox and post at the garage.
- Furnace's blower motor needed to be replaced.

GENERAL REPAIRS:

- Fixed a culvert on Horton. Cleaned a pipe/ditch on Borden (see picture).
- Installed road signs on Wickwire and Rhodes Road.
- Cut trees on both the South Hamilton and Hubbardsville runs. Cut up a downed tree on Chappel Road.
- Patched all town roads. Broomed Collins, Barnard, Horton, Sacco and Borden.
- Took down trees on Borden and had eighteen stumps ground down.
- Installed a new 12" pipe on Smith Road.

EQUIPMENT:

- Installed a new starter in the 1972 grader, called Bessie.
- Removed the paint/rust on #18 (2013 International) dump box. Primed and repainted (see pictures).
- The Village of Hamilton picked up #19 (2010 International) to inspect it before purchase (for about \$30,000, which is in the capital budget).

CHIPS:

- Prepped the Poolville Community Center lot to be paved by Gorman (see pictures).
- Gorman to nova-pave Preston Hill Road today.

SNOW REMOVAL:

- Repaired the plow damage at the turnaround on Brown Road.
- Painted frames, plows and wings on #15, #16, #17.
- All plows and wings have been removed and are now stored for the season.

OTHER:

- Attended annual 2-day safety training at the County.
- Helped Brookfield and the County put shoulders on Gorton Lake Road.
- Borrowed the Village’s trailer to haul culvert pipe to the garage.
- Attended a DigSafe excavator training class and all became certified (good for 5 years).

Supervisor/Bookkeeper - Brynley Wilcox

2018-2019 SNOW & ICE AGREEMENT:

- \$9,238.87 was received from the County
 - Plow Dates: 01/31/19 - 03/12/19
- 2019 YTD: \$ 157,576.85; *BUDGET:* \$ 115,000.00

INTEREST & PENALTIES:

- \$2,396.81 was received from Madison County (April check has not arrived yet)
- 2019 YTD: \$ 4,243.72; *BUDGET:* \$ 6,000.00

Winter	County Reimbursement	Reimbursement per Lane Mile	Total Lane Miles Plowed	Rank
'18-'19	\$177,814.85	\$18.90	9408.19	1
'17-'18	\$155,752.17	\$18.49	8423.59	3
'16-'17	\$135,189.73	\$17.91	7548.28	6
'15-'16	\$72,243.21	\$17.91	4033.68	10
'14-'15	\$152,716.99	\$17.53	8711.75	2
'13-'14	\$131,158.00	\$16.84	7788.48	5
'12-'13	\$100,389.65	\$16.84	5961.38	7
'11-'12	\$75,771.26	\$15.97	4744.60	9
'10-'11	\$127,295.56	\$15.97*	7970.92	4
'09-'10	\$90,152.39	\$15.34*	5876.95	8
AVERAGE:	\$121,848.38			

Additional note that Dan from Cwynar is coming next week to do the audit.

RESOLUTION 2019-52: 2019 Budget Amendments/Modifications

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

Resolved that the 2019 budget amendments be accepted as follows:

Code	Description	From:	To:	Difference:
DB3501	CHIPS	110,000	137,408.71	27,408.71
DB5112.2	Capital Improvement (CHIPS)	110,000	137,408.71	27,408.71

RESOLUTION 2019-53: Audit of Claims

On a motion of Councilmember Dinski, seconded by Councilmember Rossi, 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.	148	<i>through</i>	182	\$71,148.25
General Fund B	No.	30	<i>through</i>	30	\$5.80
Highway Fund DB	No.	64	<i>through</i>	77	\$16,823.05
Street Lighting SL	No.	9	<i>through</i>	10	\$424.67
Prepays					\$88,401.77

RESOLUTION 2019-54: Funds Transfer

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

Resolved that \$60,000 be transferred from Community Bank Money Market account to NBT Bank Checking account to cover May bills and May/June payroll:

A Money Market to Checking in the amount of \$ 60,000

Board quickly reviewed financial reports. No questions.

Town Clerk - Sue Reymers**CLERKS Office:**

- Financial Report for April 2019: Collected \$2,439; Town keeps: \$1,546.81.

TECHNOLOGY:

- Website was migrated last week. ACC Tech now oversees its management. This concludes our work with North Shore Solutions and Matthew Turcotte. He's been great to work with over the years.

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

- Task 1 (Executed Contract) has been uploaded to the online system and once approved, we can invoice for 25% of the grant.
- Waiting on confirmation that RFP is ok.
- We can go out to bid soon.

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

- Official Letter received from NYSDOS that the Assembly Ways and Means approved our request to change the language on the original grant. It now states, "Funds will be used to construct a new Town Office Building."
- NYSDOS is reviewing our updated budget. We have verbal approval of our MWBE Utilization Plan and will receive written upon budget approval.
- Needs follow-up.

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

- The completed draft of the contract was sent to DASNY for processing. Waiting to hear back.

Annual Review by NYMIR for Risk Assessment

- Original meeting scheduled with Jay Lewandowski for 2/27 has not been rescheduled yet. Jay contacted us 4/30 and needs to hear back.

Lighting Districts conversion to LED - NYSEG:

- Needs Follow-up.

Abandoned Cemeteries

- Attorney researched cemeteries. I will have a summary at the June Meeting.

Professional Development - NYS Town Clerks Association

Elisa and I attended the annual conference in Syracuse. Elisa was able to take classes on Marriage, DECALS, Dog Licensing and more. I took advantage of an all-day Fred Pryor Seminar on Time Management and Strategies for the Overwhelmed. Also, ABC Law by the Liquor Authority, Dog Licensing and more. This is my last year as a NYSTCA Board Member. It's been an honor to serve.

APRIL DOG CONTROL REPORT:

- Monthly tickets written for delinquent license.
- Also organized more of licensing program.

RESOLUTION 2019-55: Approval of Minutes from February 14, 2019

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

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

Codes Enforcement Officer - Mark Miller

May report will be included with June's Report.

COMMITTEE REPORTS:

Town Office Building Committee

Mr. Darby reported that we are having a kick-off meeting Wednesday morning. May break ground this month. Ms. Shwartz has an email prepared to send to the building committee. She continued that there have been a lot of pieces to prepare to award the bid and handle the contracts as well as the MWBE Utilization report. The town board reviewed the bid; there were five. The lowest bidder withdrew his bid. The next bid was closer to the middle, as 3 of the 5 bids were closer in costs. The cost is about \$530,000 with add-ons for the wall partitions and windows. The numbers were close across the

bids. It's higher than expected but we will see how we will do in Phase 2. Its' roughly \$80,000 higher than expected.

SOMAC

Mr. Holcomb said there is no report as they meet next week. Supervisor Shwartz said a capital report was sent but needs review. Clerk Reymers said there was no call data report this month. The capital report will be reviewed next month.

Partnership for Community Development

Mr. Darby said no report this month.

Recreation and Youth Committee

Ms. Dinski reported that there is a meeting next Wednesday with educators and pediatricians on a potential community center for young people as well as some mental health. There is potential but they are trying to assess need and find funding. It is in the early stages.

Zoning Update Committee

Ms. Rossi reported that they have been working along on density and just about finished that section of zoning. We need to look at subdivision next time. After the subdivision is review, we will bring it back to the board, then legal review, then get it approved.

Hamilton Climate Preparedness Working Group

Ms. Rossi shared that they continue to work on climate action plan and achieving Bronze certification. We just found out that we got a student from the Summer Upstate Institute that will work with the Village and the Town. The student will log actions on the online portal. There is a grant from the DEC, due in July, funds for right sizing culverts. Clerk Reymers will review it.

Clerk Reymers explained that we need a formal resolution for recycle bins at the town offices that will help with one of the actions for the Climate Smart Communities.

RESOLUTION 2019-56: Town Policy on Recycle Bins in Town Buildings

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

Resolved that within the town buildings, that a Recycle Bin will be placed wherever there is a trash bin.

Clerk Reymers also shared that the town office can take in household batteries in the bags. The town office now has a bin for them. The town also has the new Recycle guides and fridge magnets. Supervisor Shwartz shared that Madison County Solid Waste has a Earth Day event and unveiled the new recycling guide. Some things are no longer

recyclable because of the marketplace. The Recycle Coordinator is doing public outreach. Their website has the updated information. Also, there is an RFP for turning plastics to oil or energy. Closing date was last week. Madison County is looking for innovative and new ways to deal with plastic because of all the changes. No one has solved this issue with plastics yet. Also of note, ag plastics are no longer recyclable.

OLD BUSINESS:

Hamilton Area Anti-Racism Coalition Request

The board had a brief discussion with John Bailey from the HAARC. The Village of Hamilton adopted it in 2017 and updated it this year. Clerk Reymers will put the adopted resolution on the website.

RESOLUTION 2019-57: Adoption of Statement on Anti-Racism

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

Resolved that the Town Board adopt the following statement:

The Town of Hamilton, NY commits to be a welcoming community and to recognize the right of individuals to live their lives with dignity, free of discrimination based on their race, religion, creed, color, sexual orientation, gender identity, ability, national origin or immigration status. We therefore denounce all ideologies based on hatred and intolerance, and further condemn every group that espouses and actively promotes ideologies of hate.

NEW BUSINESS:

Town Agreement with Poolville Community Center

Supervisor Shwartz reviewed the situation. The Poolville Community Center (PCC) is seeking assistance from the Town of Hamilton to have a parking lot constructed in conjunction with the paving of Preston Hill Road. The PCC will pay for materials and equipment provided by the Gorman Group. The Town will handle aspects of the labor and prep work on the site. Because it's in conjunction with the other paving project, there is a price break. It makes it affordable for the PCC because otherwise it would have cost way more. The PCC is the election location for District 4 as well as the winter's Farmers Market. The town hosts public meetings and committee meetings there regularly. The PCC has invested in a new handicap entrance.

RESOLUTION 2019-58: Authorization to enter into Agreement with Poolville Community Center for Parking Lot

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

Resolved that the Town Supervisor be authorized to enter into an agreement with the Poolville Community Center for the construction of a parking lot.

Mr. Darby asked about SOMAC using a similar agreement for their future paving project behind the building. Too late for this year but could be coordinated for next

year. Mr. Holcomb will discuss it with SOMAC next meeting. There was a brief discussion.

July Board Meeting

The board agreed that the July 11 board meeting will be moved to Wednesday, July 10 to accommodate Symphoria, which is scheduled on July 11.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities:

Ms. Shwartz reported that the Public Utilities Committee received proposals for consultants to develop a plan to improve broadband access in rural parts of the county and strengthen the connection between 911 towers. Five proposals were received, and they reviewed the top 3. The PUC will come back to the whole County Board in June with a proposal to fund the 1st stage of the project. On May 2, the PUC with Senator Rachel May held a public meeting on access to rural broadband. About 50 people showed up. Assembly member Salka was there as well, who is aware of this issue. It was helpful for both to hear about how it affects property values as well as stories about run arounds that people experience. Unfortunately, solutions are not going to be fast. Sen. May is going to submit a bill to provide municipal broadband funding for counties. It's not in the budget yet but will start it on that road for a funding line. Perhaps when the county gets their study done there will be funding for it. The event was on public access television.

RESOLUTION 2019-59: Executive Session

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

Resolved that this Board move into an Executive Session for the purposes of advice of counsel on litigation at 7:43 p.m.

RESOLUTION 2019-60: Return to Regular Session

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

Resolved that the Board return to regular session at 8:20 p.m.

With no further business, on a motion of Councilmember Rossi, seconded by Councilmember Holcomb, the meeting was adjourned at 8:21 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers
Town Clerk