

**Town of Hamilton Special Board Meeting Minutes**  
**Wednesday, March 25, 2020 at 3:00 p.m.**  
**Held via Zoom Videoconferencing**

Present: Eve Ann Shwartz, Peter Darby, Shari Taylor, Darrell Griff, Mary Lee Dinski, Sue Reymers, Town Clerk, Brynley Wilcox, Bookkeeper, Luke Dowsland, Highway Superintendent, Mark Miller, Codes Officer.

**Call to order:** The meeting was called to order at 3:00 p.m.

**Extension of closure of operations at Town Highway and Town Office.**

The Town Clerk, Highway Superintendent, Codes Officer, and Bookkeeper updated the board on their work over the last week. No report from the Assessor. Governor Cuomo closed the state at 100%. The town staff are working from home wherever possible with stops into the offices when needed.

**RESOLUTION 2020-44: Extend Closures of the Town Office, Highway to the Public until April 3**

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

Resolved that the town office close to the public, office employees work at home as much as possible and monitor phones and email for town business; that the Highway department close except for snow plowing and highway emergencies; everyone will practice social distancing when handling town business; be extended to April 3.

**Town Hall Project:** The town board discussed the status of the building during the shutdown. It was determined that Peter Darby will coordinate with the electrician and HVAC/plumber and tell REA that their crew can go into the building to work as the town hall project qualifies as essential as determined by Cuomo's executive orders.

**Need for additional communication with residents – Press release, video message.**

Supervisor Shwartz was asked by the County to communicate via video message with the Hamilton community. Supervisor Shwartz did receive a call from a constituent with concerns about the people in the County jails. It was determined to do an immediate press release and to increase communication via social media such as sharing the County's postings.

Mary Dinski left 3:30 p.m.

**Equipment Replacement Schedule – continue as planned or temporary hold?**

Peter Darby and Brynley Wilcox reviewed the equipment replacement schedule and could not find any good savings by changing the timeframe. Luke Dowsland agreed

that the loader would be good but that he could delay the trade-in for the dump truck, which could take place at the end of the year.

**RESOLUTION 2020-45: Approval to Move Forward with Equipment Replacement Schedule Loader but holding off on the Dump and Pick-up Truck**

On a motion of Councilmember Darby, seconded by Councilmember Griff, the following resolution was: ADOPTED: Ayes: 4 - Griff, Darby, Shwartz, Taylor; Nays: 0 Resolved that the town move forward with Equipment Replacement Schedule Loader but holding off on the Dump and Pick-up Truck.

**SOMAC**

Supervisor Shwartz explained that the press release written by Jim Leach that went to the papers and social media along with the Colgate Maroon News to find volunteers resulted in 32 applications for volunteers. Good news!

**RESOLUTION 2020-46: Executive Session**

On a motion of Councilmember Darby, seconded by Councilmember Taylor, the following resolution was: ADOPTED: Ayes: 4, Nays: 0 Resolved that this Board move into an Executive Session for the purposes of personnel at 4:06 pm.

**RESOLUTION 2020-47: Return to Regular Session**

On a motion of Councilmember Darby, seconded by Councilmember Taylor, the following resolution was: ADOPTED: Ayes: 4, Nays: 0 Resolved that the Board return to regular session at 4:12 pm.

Luke Dowsland asked about 911 coordinating with fire departments to inform them on a call if the household has a positive COVID-19 case so that the emergency workers are properly able to protect themselves. Luke will talk to Doug Shattuck at the County.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Taylor, the meeting was adjourned at 4:19 p.m. Carried unanimously.

Respectfully submitted,  
Sue Reymers  
Town Clerk