

Hamilton Town Council Regular Meeting Minutes
Thursday, June 10, 2021 at 6:30 p.m.
Via Zoom Videoconferencing and In-person

Present: Eve Ann Schwartz, Peter Darby, Mary Lee Dinski (6:50 p.m.), Shari Taylor, Darrell Griff. Others Present: Luke Dowsland-Highway Superintendent, Sue Reymers-Town Clerk, Brynley Wilcox-Bookkeeper via Zoom. Public: Chris Rossi, Jim Leach.

Call to order & Welcome: The meeting was called to order at 6:36 p.m.

Public Comments:

Chris Rossi reported on Zoning and HCPWG. Chris asked if the town council had a chance to review the proposed municipal Climate Action Plan? Supervisor Schwartz confirmed that we did but that she needs to add notes to give back to her.

Chris mentioned that the next HCPWG meetings in June 18. She also mentioned that John Pumilio sent out information about another program option for the Clean Energy program and is an alternative to Community Aggregation. Supervisor Schwartz shared that the council also reviewed the NY Stretch Code but decided against adopting it.

Due to Mary's late arrival, the bookkeeper gave her report first to allow the full board to discuss highway.

Supervisor/Bookkeeper – Brynley Wilcox

INTEREST & PENALTIES:

- \$1,852.60 was received from Madison County
 - April 2021 interest on real property taxes
- 2021 YTD: \$ 4,855.82
- BUDGET: \$ 5,500.00

SALES TAX:

- \$112,394.51 was received from Madison County
- Q1-2021 sales tax distribution: \$7,862.63 or 7.52% over Q1-2020

AIM:

- \$2,209.20 was received from Madison County
 - Remaining 25% of the 20% that was withheld from the 2020 AIM payment
 - This payment makes the 2020 AIM paid in full

HOST COMMUNITY BENEFIT:

- \$5,786.00 was received from Madison County
 - 75% of the 20% that was withheld from the 2020 HCB payment (Yellow Brick Road Casino)

2020 AUDIT:

- Cwynar, FARROW, and Locke, CPAs were in the Town Office for the 2020 audit on Tuesday, June 8th and Wednesday, June 9th.

RESOLUTION 2021-58: Audit of Claims

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

Resolved that the bills contained on Abstract #6 have been reviewed by the Town Board and are authorized for payment in the following amounts:

| | | | | | |
|--------------------|-----|-----|----------------|-----|-------------|
| General Fund A | No. | 144 | <i>through</i> | 170 | \$15,713.31 |
| General Fund B | No. | 39 | <i>through</i> | 48 | \$2,369.90 |
| Highway Fund DB | No. | 90 | <i>through</i> | 107 | \$34,149.57 |
| Street Lighting SL | No. | 9 | <i>through</i> | 9 | \$93.00 |
| Prepays | | | | | \$125.99 |
| TOTAL: | | | | | \$52,451.77 |

DEPARTMENT REPORTS:**Highway Superintendent****GENERAL REPAIRS:**

- Patched Hill Road end to end
- Cut shoulders and ditched on a section of Eaton Road
- Fixed a washout and put a new driveway culvert in on Horton Road
- Ditched on Wickwire, Cole Hill and Kelly Road to get them ready for paving at the end of July
- Started the Borden Road project
- Addressed a beaver problem on Preston Hill Road
- Replaced a cross culvert on Kelly Road

EQUIPMENT:

- The side mower pickup cylinder broke on the new mowing tractor. It was a manufacturing defect and Stephenson equipment had it fixed a couple hours after it broke.

TREE REMOVAL:

- Took down 6 large maple trees in front of the Wickwire Road cemetery

OTHER:

- Finished expanding the Village of Earlville's tractor pulling track
- Helped the Town of Brookfield stone and oil for 1 day
- The Town of Georgetown borrowed a dump truck and our 20-ton trailer to pick up a piece of equipment they bought
- The new excavator was delivered
- Worked on SOMAC 512, replacing a U-joint, transmission seal and rear bumper
- Hired a summer part time employee, he started this Monday and will work until September
- Met with the Highway Committee to discuss various topics.
- Garage study update: the highway committee and myself have picked a floorplan to base the rest of the study off of. The full building condition report

draft should be here by the end of the week. I will update everyone once it's received and reviewed.

Mr. Peter Darby initiated a discussion on highway equipment. The truck that burned up in January resulted in a windfall of \$177,000. There was a discussion about current trucks with Luke Dowsland laying out a need for a different approach. Discussion included the potential for the renovations at the garage and the pending grants for the town hall.

Town Clerk – Sue Reymers

Colgate Upstate Institute Intern:

- Started June 8; her initial work is researching about O&W railroad.

Grants:

- DASNY (Valesky - \$100,000) contacted us to get updated information this week. Looks like funding has been released.
- DOS (Magee \$50,000) Recap: Submitted all the vouchers
6/22/2020. Emailed/called to follow-up: 6/22/2020, 7/20/2020, 10/27/2020, 6/4/2021. No responses.

TO Hamilton's Technology:

- Worked with ACC Tech to ensure important upgrades on Windows 10.
- Keep adjusting the set-up in our meeting room for hybrid meetings based on initial feedback. Issues with sound by those attending via Zoom.

Standard Work-Day:

- Still collecting a Record of Activities from everyone who needs to submit them.

Professional Development:

- Attended NYALGRO (NY Association of Local Government Records Officers) conference via Zoom.

Records Retention:

- I started a 1-year Records Management Plan to begin a more systematic process to work on the town's records.
- Finally sent the shredding tubs back to Confidata.

Registrar of Vital Statistics: Marriage license requests have increased!

Dog Licenses:

- Working on dog licenses. Our Dog Law needs amendments, details to come.
- Additionally, considering an enumeration for next year.

Audit: Prepped items for Audit on 6/8, 6/9.

Website: Just waiting for Civicplus developers to install the final code to switch over to .gov. Annual renewals are required.

Clerk and Codes Software Research:

- BAS/Edmundsgov Tech & Credit Cards – high priority
- Records software – more research needed

- eCode 360 – high priority to coincide with adoption of new zoning law
- eScribe – Agenda and Minutes management – lower priority
- Text gov – innovative way to reach constituents – lower priority

RESOLUTION 2021-59: Approval of Minutes – 5/13/2021

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

Resolved that the minutes for May 13, 2021 be approved as submitted.

Codes Enforcement Officer – No report this month.

COMMITTEE REPORTS:

SOMAC – Mr. Darby updated the board that it's a typical summer quiet time with fewer student volunteers but fewer emergency calls related to students. Two on-going issues with Madison Ambulance and the need to replace the ambulance. Board discussed those issues. Some of the ambulances stopped doing mutual aid to get the attention of local officials to address the issues facing ambulances. Brynley Wilcox shared that Smyrna is contracting with Sherburne for ambulance and that Chenango County is proposing to provide services. Supervisor Shwartz reported that Madison County Emergency Management at this week's meeting presented a proposal called the Community Paramedic. It's meant to be a pilot program. Recently there's been changes in the New York State law that allows for ambulance services to have a Certificate of Need (CON) that includes providing Community paramedics and which means going into someone's home and either administering medicines such as insulin or other care. Another component is telemedicine and responding to the mental health crisis. The proposal is going to group of ambulance service providers to discuss. There is a Federal ruling that forces Medicare to provide insurance coverage for community paramedics, which allows ambulances to be able to bill for services previously not billable. For example, SOMAC would provide care but not transport a patient, but could not bill for that service. Only transporting triggered payment. So potentially the county service would provide the home services saving the ambulance for emergency calls or ambulances could offer a community paramedic. This could stabilize ambulances.

Partnership for Community Development – Ms. Dinski reported that Executive Director Jennifer requested to go to part-time and recommended that the savings in her salary could go to hiring consultants. The board and partners approved it.

Recreation and Youth Committee – Ms. Dinski reported that Jennifer at PCD found a grant for building acquisition and remodeling for the potential community center. They looked at the Rya's Wayside (train depot). The cost estimate for remodeling is \$1-1.5 million. The grant would cover it. Another project at the airpark could be included in the grant. Parking was discussed. The plan is to include other non-profit services and

the food cupboard. The idea is that the PCD buys it, then gifts it to an organization to administer programs with stipulations. Fiver was asked and is considering it. Mary provided a vision for what it the variety of programs could look like.

Woodlawn Cemetery Committee – Darrell Griff was named chair. He will contact Jay Whipple to see what they need. The goal is to keep them solvent. Brief discussion on the challenge with cemeteries today.

SPECIAL PROJECTS:

Zoning Update Committee – Already reported on by Chris Rossi.

Hamilton Climate Preparedness Working Group – Already reported on by Ms. Rossi.

Earlville for Earlville – Ms. Taylor reported that at the Village Board meeting, the Mayor expressed concern about the maintenance and security at the park. Shari recommends that it be discussed with PCD and the Village. There was a brief discussion about policing the village, the sale of drugs, and overall safety of the park.

9 Mile Swamp Access Property – Supervisor Shwartz contacted the consultant landscaper Jennifer from PCD recommended; a woman from Cazenovia, Jocelyn Gavitt of Gavitt Associates. She was interested in the projected and want to know more. Ms. Shwartz gave her the background. She knows about the tribal land and is not as familiar with SHPO. Based on the conversation she will contact Steve Lorraine at Soil and Water to start and make a basic sketch. She worked on the trail behind the library that has been very successful. There are several permits involved due to the water access and that it's a trout stream. She will come to the town with a proposal. There will be a preliminary meeting with her and the committee and then a public meeting. There was additional brief discussion on the land, the possibilities, and items to consider.

OLD BUSINESS:

Town Office Building

- Warrant issues: Mr. Darby reported that Anderson came out and the problem is not with the windows and would not speculate what the issue is. Mark met with him, but Peter could not be there. Peter described the basic issue appears to be that we have a pressure imbalance, so that the pressure inside the downstairs is the low pressure and the colder it gets outside, the lower the pressure gets in here compared to the outside pressure and pushes air in through the weakest part which appears to be the tops of the windows. Peter described an example where a door was opened and Mark's papers on his desk blew off. We can test again in the winter. Brief discussion on potential solutions. Thinking about getting a building engineer to look at it. Ms. Reymers said that Scott Larchar was here the other day and he reviewed the set-up and suggested a few adjustments.

There was discussion about adding a vent between the records room between the flex room. At the top of the stairs, Scott could feel the warm area coming up the stairs. HRV was discussed. HRV is designed to artificially exchange air in new buildings. Scott opened up the HRV and found that the air filters were very dirty. Sue did not know about those but are now noted in the maintenance binder. More discussion on the various systems in the building and maintenance. The HRV filters need cleaning – they are coarser on one side and finer on the other per Peter.

- CFCNY Grant: Mary Dinski and Sue Reymers met with Community Foundation on May 20. Mary is more hopeful than Sue.
- Landscaping: Shari Taylor reported that Beth purchased and picked up plants today. They are meeting on Friday to plan out plantings. Sue Spoke with Scott Larchar about adding a spigot where the staff bathroom. He was thinking it would cost about \$400-500 max. Daryl has a soaker hose and will bring it over.
- State Grants – Already reported on.
- Grand opening – On hold, nothing to discuss.

American Rescue Plan – Brynley Wilcox clarified that the Town of Hamilton is slated to get only about \$200,000, not the original \$700,000 amount noted. Brief discussion on potential uses including broadband.

NY Stretch Code – Presentation by Josh Stack on Monday, May 17. The board has decided not to adopt it at this time as mentioned earlier tonight.

NEW BUSINESS:

Tax Collection Resolution

RESOLUTION 2021-60: Authorization for Shared Services Agreement with Madison County for the 2022 Town and County Tax Collection

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

Resolved that the Town Supervisor be authorized to enter into a Shared Services Agreement with Madison County for the 2022 Town and County Tax Collection.

The board turned its attention back to the truck discussion from earlier.

RESOLUTION 2021-61: Authorization to purchase Truck not to exceed \$75,000 with Fire Insurance Money

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

Resolved that the highway superintendent be authorized to purchase a new truck, and not to exceed \$75,000, using the fire insurance money.

Concerns of Town Board: The board discussed the upcoming zoning meetings which are at 7 p.m. Dates were reviewed – June 15 and 22, and July 14, 19, and 28. Density will be the first thing tackled next zoning meeting.

Supervisor's Report: Madison County Activities: Already reported on.

With no further business, on a motion of Councilmember Griff, seconded by Councilmember Dinski, the meeting was adjourned at 9:00 p.m. Carried unanimously.

Board wanted to move the meetings to 7:00 p.m. starting in August.

Respectfully submitted,
Suzanne K. Reymers
Town Clerk