

Hamilton Town Council Regular Meeting Minutes
Thursday, August 12, 2021 at 7:00 p.m.
Town Hall, 38 Milford Street, Hamilton

Present: Eve Ann Shwartz, Shari Taylor, Darrell Griff, Mary Lee Dinski.

Absent: Peter Darby. Others Present: Luke Dowsland-Highway Superintendent, Sue Reymers-Town Clerk, Brynley Wilcox-Bookkeeper via Zoom.

Public: Chris Rossi, Jim Leach, Kathleen Palmer, Deb Hotaling, Gair and Suzie Meres, R. Silvestri, David Rice, William Stull, Elizabeth Levitt, Jaye Parsons.

Call to order & Welcome: The meeting was called to order at 7:04 p.m.

There were issues with the microphones resulting in lost audio which has impacted the narrative portions of the minutes.

Public Comments:

William Stull, 2085 Spring Street spoke about concerns about short term rentals in the neighborhood. Supervisor Shwartz acknowledged that it was her understanding that Mr. Stull already spoke to Mark Miller, Code Enforcement Officer regarding the house on Spring Street. The CEO was not aware of this person's use, and they do need to get a special use permit, because it is a residential district. They are going to have to go through that process and that she did not believe that the Planning Board has had to deal with this particular issue so far. She assured the residents in attendance that the board will take this seriously. Ms. Shwartz explained some of the process which includes an opportunity for residents to make comments. She continued that the Town Board is currently reviewing the proposed zoning revisions that have been proposed and that the town has not gotten to the Use Table yet. There was additional question and answers from other residents and discussion on this issue which included an inquiry about a noise ordinance, which the town does not have in place at this time, speeding, and noise from the village side of the golf course.

Chris Rossi reported on Zoning and HCPWG.

DEPARTMENT REPORTS:

Highway Superintendent

GENERAL REPAIRS:

- Crack sealed Alexis, Amelia, Spring, Spring Hill, and Mason Road
- Finished up a second pass of roadside mowing
- Weed wacked around all town guiderails
- Replaced a 15" culvert with a 36" culvert on Bonney Rd (due to frequent flooding)
- Ditched and cleaned up washouts on Bonney Rd

- Hauled stackable stone from Barrett in Clayville for Bailey Rd and to finish Borden Rd
- Installed the last two erosion control structures on Borden Rd
- The County's bridge crew came out and helped us put the Borden Rd arch culvert together. The project is finished now with the exception of paving.
- Cleaned a stream out on Ackley under a soil and water permit

EQUIPMENT:

- Five Star equipment came out to warranty a hydraulic hose on the loader

TREE REMOVAL:

- Cut three dead trees on Excell Road
- Trimmed brush during any free time we had all around the town

CHIPS:

- Ulster came and paved Wickwire, Cole Hill and Kelly. It looks great; they did an excellent job.
- We are now waiting for the County to put shoulders on Green Road and we'll do ours at the same time as we don't have a shoulder machine.

OTHER:

- Mike Helly and Ethan have worked three Fridays helping the Town of Sherburne pave.
- Met with SOMAC numerous times regarding their new ambulance purchase.
- Went to the Madison County Highway garage open house
- The Town of Brookfield borrowed the excavator and skid steer for a week
- Replaced a transmission sensor in 511
- Installed a split rail fence and gate on the Wickwire Rd property
- Mowed all the Town lawns on Thursdays
- Add on: will be advertising for winter part-time help.

Brief discussion on Borden improvement.

Supervisor/Bookkeeper – Brynley Wilcox**FEMA 4129-DR-NY**

- \$55,714.99 was received from NYS
 - State's portion of 2013 FEMA storm

ARPA FEDERAL FUNDING:

- \$94,230.38 was received from NYS on 7/22/21
 - 50% of Federal ARPA Funding
 - Payment 1 of 2
- Would the Town Board like to retain the services of The Bonadio Group in order to determine lost revenue?

SALES TAX REVENUE:

- \$142,317.32 was received from Madison County

- Q2-2021 sales tax distribution
- \$45,664.55 or 47.2% over Q2-2020

RESOLUTION 2021-68: Audit of Claims

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

Resolved that the bills contained on Abstract #8 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	197	<i>through</i>	233	92,805.41
General Fund B	No.	51	<i>through</i>	58	1,659.82
Highway Fund DB	No.	116	<i>through</i>	131	226,827.10
Prepays					40,112.27
TOTAL:					361,404.60

RESOLUTION 2021-69: Authorization for Supervisor to Sign Contract with Bonadio Group

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

Resolved that the Town Supervisor be authorized to sign a contract with Bonadio Group for the purposes of assisting the town with ARPA funding, for \$340 per hour and not to exceed \$5,000.

Ms. Shwartz has the agreement to sign.

Town Clerk - Sue Reymers

Colgate Upstate Institute Intern:

- Kat completed her final week as of August 12. With excellent guidance from Railroad Historian John Taibi, Colgate University Archivist Sarah Keen and with Darrell Griff's examination, the case with historic information and photos on the railroad in Hamilton is complete. Soon, 2 graffiti panels will be hung near the water fountain with placards. This display can be added to or changed up anytime in the future as needed or desired. Thank you to Kat Housewright for doing a great job!

Grants:

- DASNY (Valesky - \$100,000) Vouchers need to be sent it. Pending.
- DOS (Magee \$50,000) Grant funds are being released. A modified MWBE was rejected so we needed a waiver, which is still pending. WHY? The MBE goal fell short due to technical reasons with the precast concrete station being too big for the site size constraints. If approved, we will get 100% of the \$50,000 grant. If rejected, the grant will be short \$2,874.74.

Town's Technology (hardware and software):

- My computer is having problems. Waiting for ACC Tech to look at it.

- I need to work with ACC Tech to upgrade to a better server system. Pending.
- As you may remember, I had some glitch in the hybrid meeting last month. I have not had time to further assess it.
- Website: Still waiting for Civicplus developers to install the final code to switch over to .gov.
- Clerk and Codes Software Research: Elisa and I are ready to move forward with BAS Clerk Software. Waiting to see demo on 8/16 of Codes software from BAS as well.

Standard Work Day and Reporting Resolution for Elected and Appointed Officials:

- I received all but two Record of Activities who needs to submit them.
- A resolution needs to move forward to be in compliance with NYS.

Furniture:

- I ordered four 6' foldable tables and two 4' tables for the meeting room.
- The chairs and board tables are on order and will take until the end of October.

Community Room Use by the Community:

- I was hoping to start to make the room available 9/1, but due to the delay in getting the furniture and growing concerns over the Delta Variant, I would like to delay it. Board agreed to wait until November 1.

Clean-Up Days:

- Town Highway is hosting a clean-up day on Saturday, September 25.

Saturdays:

- Clerk's office is opening Saturdays from 10 am – 12 pm on 9/11, 9/18 & 9/25.

Codes Enforcement Officer

July Activity

- Approved 7 new Building permits.
- Approved 9 Zoning Permit applications.
- Reviewed incoming site plan and paperwork for 1 special use permit amendment (Heritage Barn).
 - Heritage Barn would like to expand the scope of their operations to include outdoor wedding ceremonies and outdoor events.
- Reviewed incoming documents for Special Use Permit (farm operation in Hamlet of Poolville).
- Conducted 30 construction inspections.
- Currently performing Code related duties for the Village until the position is filled.
- Followed up on property maintenance violations.
 - Gorton Rd
 - Harris Rd
 - South Hamilton Rd
- Attended Planning Board meeting.

- Met with contractors and homeowners to discuss potential projects.

Permit #	Date	Owner's Name	Location of Project	Description of Work	Permit Fee
2021-26	7/8/21	Connie Bricca	1288 Gorton Rd	20 kw backup generator	\$60
2021-27	7/8/21	Thomas Dempsey	2121 Spring St	4' x 12' attached storage	\$110
2021-28	7/12/21	Calvin Chase	1127 Poolville Lake Rd	Camp reno	\$217.50
2021-29	7/12/21	Tim Ross	1667 Excell Rd	Seal air gaps, add full bath, fireplace	\$217.50
2021-30	7/27/21	David Dunham	7585 Eaton Rd	470 sq ft addition/remodel	\$280
2021-31	8/2/21	Elizabeth Levitt	2077 Spring St	16'x24' deck	\$160
2021-32	7/29/21	Terrence Murphy	2123 Spring St	New leech field	\$110

COMMITTEE REPORTS:

SOMAC

Supervisor Shwartz reported that they had a good annual audit. They are about sign a \$100,000 note for the new ambulance. They still have outstanding debt for the monitors. Luke and Mike Helly will accompany SOMAC next week to pick up their new ambulance. They plan to put the Town of Hamilton and Town of Lebanon's name on the side of the new ambulance. They introduced a new incentive for staff; shift coverage is still a challenge.

Partnership for Community Development

Ms. Dinski reported that the meeting is next week. The grant for the new community center could not be sent. PCD is looking at other funding sources.

Recreation and Youth Committee – see 9 Mile Swamp

Woodlawn Cemetery Committee

Darrell Griff reported that he has spoken with Jay Whipple a couple of times. He is putting together a list of questions for them including what they want from the town. Clerk Reymers shared her research on cemeteries with Darrell.

SPECIAL PROJECTS:

Zoning Update Committee – Already reported on.

Hamilton Climate Preparedness Working Group – Already reported on.

Earlville for Earlville

Shari Taylor said there is not much to report. Jocelyn Gavitt was hired to develop the plans and organize public workshops. She is the same person hired for the 9-Mile Swamp project.

9 Mile Swamp Access Property

Supervisor Shwartz shared that the committee met with Jocelyn Gavitt who had a lot of good suggestions. There is a public workshop on Saturday August 21 at 10 am to get public input on the land. There was a brief conversation about the ideas that Jocelyn had from other park projects and potential concerns. There are some existing trails there.

OLD BUSINESS:

Town Office Building – nothing to discuss at this time.

American Rescue Plan - Bonadio & Co. Proposal – already done.

NEW BUSINESS:**Standard Work Day & Reporting Resolution for Elected and Appointed Officials**

Ms. Reymers and Ms. Wilcox briefly explained the process of the standard work day and reporting resolution for the NYS Retirement System.

RESOLUTION 2021-70: Updating the STANDARD WORKDAY for Town Clerk for NYS RETIREMENT SYSTEM

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

RESOLVED, that the Town Board of the Town of Hamilton be and hereby establishes 7.5 for the Town Clerk as a standard workday for the purpose of reporting to the New York State and Local Employees' Retirement System.

RESOLUTION 2021-71: Approval of Standard Work Day & Reporting Resolution for Elected and Appointed Officials

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

Resolved that the Standard Work Day & Reporting Resolution for Elected and Appointed Officials be approved as submitted. (ATTACHED)

Fuel Bid 2021-2022**RESOLUTION 2021-72: Authorization to go out to Bid for Fuel**

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

Resolved that the town is authorized to go out to bid for fuel oil and diesel.

Marijuana

The board discussed what the options are for this new legislation and the potential issues with legalization. The board decided to invite public comment at the September 9 meeting which will be relocated to the Poolville Community Center to accommodate a larger crowd.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities: Supervisor Shwartz passed out and reviewed the highlights of the Madison County ARPA funding budget for the various County Departments. There is an initiative to do affordable housing and Ms. Shwartz is going to look at that for Hamilton.

RESOLUTION 2021-73: Executive Session

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

Resolved that this Board move into an Executive Session for the purposes of contract and personnel at 9:07 p.m.

RESOLUTION 2021-74: Return to Regular Session

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

Resolved that the Board return to regular session at 9:24 p.m.

RESOLUTION 2021-75: Requirement for Mask Wearing & Weekly Testing of Unvaccinated Employees for COVID19

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

Resolved that the Highway and Town Office require the wearing of masks and that all unvaccinated employees be required to get weekly testing (PCR) for COVID19, which the town will cover costs if not covered by individual's health insurance.

With no further business, on a motion of Councilmember Dinski, seconded by Councilmember Taylor, the meeting was adjourned at 9:28 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers, RMC
Town Clerk