

Hamilton Town Council Regular Board Meeting Minutes
Thursday, February 9, 2023, at 7:00 p.m.
Town Hall 38 Milford Street, Hamilton & Via Zoom Videoconferencing

Present: Eve Ann Shwartz, Shari Taylor, Darrell Griff, Dana Krueger, Travis DuBois.
Others Present: Sue Reymers, Town Clerk; Brynley Wilcox, Bookkeeper; Luke Dowsland, Highway Superintendent. Public: Chris Rossi (Zoom), David Rice (Zoom), Bill Stull, Suzie & Gair Meres, Deb Hotaling, Dawn Weleski (8 p.m.).

Call to order & Welcome: The meeting was called to order at 7:00 p.m.

Public Comments: Bill Stull inquired about the moratorium. Supervisor Shwartz shared that the Council is still reviewing the Zoning Law revisions and needs additional time so they will extend the moratorium again for another six months. There has been a committee reviewing options. Gair Meres asked about leaf sucking on Spring Street. Luke Dowsland shared that the new used leaf vac purchased in the fall and the wooden box that the machine blows into exploded because the new vac was so powerful. They could not repair it before the winter came. They have a new metal box that will be ready to clean up the leaves in the spring. Bill Stull asked about the section of Hamilton Street right before the Village because the speed limit goes from 55 to 30 mph. Luke said to call Madison County Highway Superintendent.

Deb Hotaling read a letter about the creation of the 9 Mile Park via resolution passed in January. "Just to let everyone know on the board that I did seriously on the 9 Mile referendum. I seriously looked into a signature petition concerning the referendum. I did speak with a lot of people in Hubbardsville and outside of Hubbardsville. People in Hubbardsville are opposed to various aspects of the proposed project; people outside of there's a lot of lack of knowledge. I wouldn't have had any difficulty meeting the signature requirements if I decided to proceed. As you know, I am a large landowner surrounding the proposed park. I'm not going to go there with objections, they're on the record. Other landowners are opposed in the area. I think probably anyone would be opposed to something in their own backyard. Everybody is concerned with their own backyard. It will affect my property. I will defend my property, rights and my property uses going forward. For various reasons. I did not submit a petition, but I would request again that the Board take my concerns into account when you continue to build the site." Deb stated that her mom's on board with this letter. Supervisor Shwartz responded with appreciation for her perspective. She stated that the Town will go before the Planning Board to get a Special Use Permit and there will be a public hearing and there will be another opportunity for public comments. The Town is still working through the application to the DEC. Once the DEC permit is approved, then the Town goes to the planning Board and then the Town will come back to the community with a final plan. In response to her concerns, the Town did put the fence up and has been paying attention to her concerns.

Special Presentation by Mike Boccuzzi (via Zoom) on Climate Adaptation & Resilience Planning – rescheduled for March 9 meeting.

Chris Rossi reported on the Climate Working Group: Mike Boccuzzi and Chris Carrick were hoping to join us tonight to talk about the Climate Adaptation and Resilience Plan that the group would like to develop with the DEC. The DEC would assist, do research and conduct community workshops. The process would take 6-7 months and a plan could be completed by August. Chris and Mike will fill in more details. The plan is instead of trying to mitigate climate change, it's to find methods to adapt to it and create resilience at the town level. It's a different approach and the actions would be different ones from what has been explored already. It's not a legally binding document, just guidelines that could be helpful to the town with coping and dealing with the effects of climate change. The group meets again on February 15 at the Town Office. Supervisor Shwartz asked if this was coming from the DEC or CNY Regional Planning. Chris responded that they are working together and that she thought it was an initiative from the DEC. They looked at different communities and they feel like Hamilton, because of the work we've done already and because we have the resource of Colgate University that this could be a good place to do this work. Mike Boccuzzi's presentation will provide much more detail.

DEPARTMENT REPORTS:

Highway Superintendent – Luke Dowsland

GENERAL REPAIRS:

- Cleaned out frozen culverts and cleaned out leaves that were plugging up some that we didn't get to leaf vac this fall.
- Worked on replacing numerous signs thought out the town

EQUIPMENT:

- Installed a new scissor hoist on the small dump.
- Fixed a flat tire on 17
- Rebuilt 24's brine system
- Replaced a steel hydraulic line on 15 (spare truck)
- Started work on rebuilding the thump on the excavator
- Started replacing the big trailer axels

TREE REMOVAL:

- Spent 3 days in the Hamilton Cemetery cleaning up brush and cutting dead trees out of the hedge row.
- Dug out a stump on Green Rd for the county

SNOW REMOVAL:

- Sanded 5 times plowed and sanded 12 times.
- Used 612 yards of sand salt mix
- Used 20,400 gallons of brine

OTHER:

- Installed a new radiator in ambulance 511
- Changed the oil in ambulance 512
- Replaced a carrier bearing in ambulance 513
- Finished the upfit of ambulance 511

- Brought ambulance 511 to Syracuse to get lettered
- Cleaned out the brine maker for the first time this year
- Built a rack to get the pressure washer mounted on the wall up and out of the way
- Went to Buffalo to pick up a leaf box that we won on an auction. It was \$1,300. The materials to build the same thing would have been over \$1,500.
- Met with the park committee at the site

Luke Dowsland also added two things: The guys had CPR training at the Town Office so everyone at the garage has CPR and AED training now. Luke is getting prices to put AEDs in all the dump trucks and pick-up trucks. If something happens or they hear something, they can make a difference. Second, Luke had a conference call with Diamond Mowers. The Town Highway was chosen to be on a development team for some new products that Diamond is coming out with. They called to get input on the products that we have already, the roadside mower. So, they put us on the list so when new products come out, they are shipped to the town from South Dakota. The town tries them out, give input, and then ship it back.

Supervisor/Bookkeeper – Brynley Wilcox

2022-2023 SNOW & ICE AGREEMENT:

- \$ 8,528.24 was received from the County
- YTD: \$ 8,528.24 | Budgeted: \$ 120,000 | Pending: \$ 30,272.87

COLGATE GIFT:

- \$88,717.00 received from Colgate University (3% increase over 2022-\$86,133)

2022 AUD:

- The 2022 AUD is ready to be submitted pending Board review (about 65 pages)
- Draft was emailed to the Supervisor on Thursday, February 2nd
- Due to the State by April 1st, 2023

RESOLUTION NEEDED:

- Resolved that the bills contained on Abstract #2 have been reviewed by the Town Board and are authorized for payment
 - Councilmember TAYLOR to sign vouchers
 - Councilmember KRUEGER to sign vouchers in MARCH
- Annual donations/payments to the following:

| | |
|---|------------|
| ○ American Legion – Earlville | 450.00 |
| ○ American Legion – Hamilton | 450.00 |
| ○ Colgate University – HCPWG | 500.00 |
| ○ Earlville Library | 2,000.00 |
| ○ Earlville Food Cupboard | 1,000.00 |
| ○ Hamilton Food Cupboard | 2,000.00 |
| ○ Hamilton Senior Citizens | 2,000.00 |
| ○ Hubbardsville Fire District | 138,493.00 |
| ○ Jack Loop – Town Historian | 366.00 |
| ○ Partnership for Community Development (PCD) | 37,150.00 |

| | |
|---|-----------|
| ○ The Bell Tree | 1,000.00 |
| ○ Town of Brookfield – radio tower usage | 500.00 |
| ○ Village of Earlville – Fire Protection Contract | 23,984.00 |
| ○ Village of Hamilton – Fire Protection Contract | 83,835.00 |
| ○ Village of Hamilton – Concerts on the Green | 500.00 |

TOTAL: **\$294,228.00**

RESOLUTION 2023-27: Audit of Claims

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

Resolved that the bills contained on Abstract #2 have been reviewed by the Town Board and are authorized for payment in the following amounts:

| | | | | | |
|--------------------|-----|----|----------------|----|-------------|
| Pre-Pays | | | | | 23,005.28 |
| General Fund A | No. | 19 | <i>through</i> | 48 | 69,181.79 |
| General Fund B | No. | 2 | <i>through</i> | 11 | 50,508.70 |
| Highway Fund DB | No. | 7 | <i>through</i> | 17 | 33,378.76 |
| Fire District SF | No. | 1 | <i>through</i> | 3 | 246,3152.00 |
| Street Lighting SL | No. | 3 | <i>through</i> | 4 | 362.96 |
| TOTAL: | | | | | 399,744.21 |

Town Clerk – Sue Reymers

CLERK'S OFFICE:

- January cash disbursements and bank reconciliations completed and up to date.
- Tech Work:
 - On January 18, I signed an agreement for the .Gov email licenses. Waiting to hear from ACC on implementation.
 - Multi-Factor Authentication (MFA) was set up for Clerk, Deputy, and Codes for Office 365. When the .gov emails are set-up, everyone will need to have the MFA activated.
 - Our fax stopped working again. I am working with the County to set-up a new option. Pending.

Community Room:

- The DCO training on 1/28 went well. There were 15 people including representatives from Wanderers Rest and our local reps from NYS Ag and Markets.
- I hosted a Harassment and Discrimination training on 2/7 for staff and board. There will be Workplace Violence training on 2/16. I plan to continue to offer these opportunities in the future to satisfy the annual requirements for staff and board to take these trainings.

Cemetery Committee:

- Nothing new to report.

9- Mile Park:

- CREST Grant (DASNY) was submitted on 12/22/2022 to Senator May's office. Grant is for \$135,000. I have not received any response. Eve Ann said she would follow-up.

Housing Grant – Restore NY:

- I worked with our Codes Officer, PCD and property owners to complete a budget for each property and gather any required documents for grant submittal.

Local Laws Filing with NYSDOS:

- NYSDOS sent back local law #4 because they said they were missing local law #3. I have proof via certified mail that I sent it and they received it. I will be resending everything via USPS certified mail once again, which was done on February 9.

Policies: Recording & Photography Equipment Use Policy – pending.

Travis DuBois asked about why we still have a fax machine. Clerk Reymers explained that it's still needed to protect information such as social security numbers and other private information that you don't want emailed. In Sherburne, they retained a copper line just for fax. VOIP is problematic. Darrell Griff asked who the Ag and Markets reps were at the DCO Training. Sue stated Paulina Renggli and Emily Cacchione.

RESOLUTION 2023-28: Approval of Minutes – 1/12/2023

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

Resolved that the minutes for January 12, 2023 be approved.

Codes Enforcement Officer – Submitted by Chuck Ladd**January Activity**

- Schedule meetings with homeowners for Restore NY Grant.
- Meet with 5 Grant applicants, inspect and discuss their projects.
- Meeting with T.O.H Clerk and Supervisor to go over Grant budget.
- Conducted 3 building inspections.
- Continued process of inputting issued building permits into new software.
- Issue 2 C of O certificates.
- Followed up with zoning violation and property maintenance complaint.
- Schedule meeting with Richard Alexander Co. in regards to window issue.

Supervisor Schwartz reviewed his report with the board and elaborated on details of his work with the grant and the window issue. Check believes the windows are an installation issue. The Town filed its complaint about the window within the 1-year warranty period. Chuck is pursuing his contacts with Anderson Windows.

Town Justice - Annual Report - Hon. Donald Haight

Report reviewed by Town Council.

COMMITTEE REPORTS:

Cemetery Committee: Nothing to report.

Highway Committee:

Supervisor Shwartz reported that the committee met last week to discuss moving the salt shed as step one to make room for the new highway garage eventually. Estimated cost is \$400,000. It would be a much better shed with a lean-to off the side of it. It won't have a plastic/vinyl roof. It would last longer with fewer engineering problems. In discussing it with Brynley, the committee discovered that there is not enough money in the reserve fund for DB to manage it as its just under \$425,000. We need to keep at least \$300,000 in case we have a FEMA event, which eventually gets reimbursed. So, we need to have a financial plan for the whole thing. The committee talked about the need to hire an engineer to do a site plan, the salt shed, and new highway garage because we have a good idea of what we want. DEC said we can move the salt shed. Travis DuBois said its always good to have a project shovel ready. Luke and Eve Ann are going to borrow Madison County's RFP to hire an engineer since they just went through it. This will happen in the next month or two.

Partnership for Community Development Liaison Report:

Dana Krueger reported that PCD met and discussed the Restore NY grant for the town and Jocelyn's work on 9-Mile. They are still working on fundraising but they had some come in with their fall ask including a large donation. Their forming a financial committee. They were denied a grant for the park in Earlville, but the feedback said to reapply again. Earlville's Main Street grant is still going. The Ag and Markets grant is being used to help improve the farmers market space. They are looking at a space in the Village that would be better and user friendly. The HUB and PCD products are being promoted and tracked to see who is attending. The business Pop-ups are doing well in the front window. They have to rent out the space. There is a social media campaign to distinguish between the HUB and HBA. PCD hosted an open house which was well attended. HUB is about mentoring, HBA is about collaborating. They are planning a community dinner on Lebanon Street. The work for the gazebo in the Village went out to bid. PCD is looking at a quick EV charging site. Hamilton Initiative reported that former Wayne's market is going to be available parking this summer. The Utica Street project does not have a timeline yet. There was a music night at various local businesses the same night - Flour and Salt, Ray Brothers, the Palace Theater. Ray Brothers is up for a Sammy Award. Lots to report on.

SOMAC Liaison Report:

Travis DuBois reported that the meeting is next week.

SPECIAL PROJECTS:**9 Mile Project:**

Luke, Jocelyn, and Darrell met with DEC at the site last week. There is a list of things the DEC suggested because we are covering a small part of the buffer zone, and these are mitigating items we need to do including information displays. They asked us remove the walking path so people will have to walk along the internal road. The US Army Corps is also reviewing but it should be fine as they only care about wetlands, not buffer zones. DEC thinks it's a good project.

Earlville for Earlville Project:

Shari Taylor said they don't meet until end of February/early March.

Hamilton Climate Preparedness Working Group (HCPWG): Already reported on.

Housing: Affordable/Vacant Grant:

Grant was submitted for \$1.2 million dollars for 6 properties in the Hamlet of Poolville. The PCD and town had a meeting last week to discuss lessons learned, what we could have done better, how we really needed about 6 months to pull this together instead of 2 months. WE did realize that if we get this grant, we will need someone to work with the homeowners to oversee the project on the construction side of this and Chuck cannot do this as he's the Code Enforcement Officer. Almost every one of these needs an architectural drawing of some sort or engineering drawing to properly spec. the project. The numbers in the grant are clearly estimates. Sue thinks that realistically, we will not get this grant. Travis asked why. Sue felt that our inexperience will come through in this grant and that our numbers could have been stronger. Eve Ann said that the fact that these people own this property could have been seen as a contribution and that didn't come out on the grant. We didn't get much good feedback from the owners because they don't really have specific information, it was vague. Madison County IDA provided bridge funding for a couple of projects that didn't have sufficient funds to cover it. NBT didn't come through on this except for the commercial lender side of it. There will be another meeting with NBT to bring them on board. The town will need to invest some money in this. We probably should have hired someone to estimate the costs then it would have been a more sound project, owners would have better understood, and the grant application would have been better. We did talk to Home, Inc. but they were not interested as they were too busy. Darrell asked if the cost to hire someone would be covered by the grant. Eve Ann said some portion would be paid by the homeowners but we would have to pay it up front. The investment will pay off because it will help with the tax base. If we apply again we should hire someone.

Zoning Update:

Next meeting is February 13. Eve Ann and Sue have been meeting to go over everything for next steps.

Short Term Rentals – Moratorium expires 4/15/2023: Already reported on.

OLD BUSINESS:**NYSERDA Grant for Clean Energy Project - \$10,000 – application due March 1, 2023:**

Grant Extension approved and extended to MAY 1, 2023. Eve Ann reviewed the previous discussion on the grant. Board discussed one more time and decided on an EV Charging Station at the Bell Tree in the Village of Earlville. The Bell Tree is meeting in early March to discuss the prospect of being a host site and get board approval. Shari thinks the parking spaces along Preston Street on the Bell Tree property makes the most sense because its visible from the road. There is a utility pole right there. There needs to be a lease agreement with the Bell Tree.

Luke did report on the prospect of adding onto the garage's geothermal. He had Broedel come out because he could not get NP Environmental to come out. We got a quote for heat pumps for the highway garage, my office, and break room for \$12,475. We figured it out that would take 12 years to get a return on investment if we paid for the whole shot, but with the grant it would be about 2-4 years to get our return on investment.

Sue did reach out to Amanda about solar street signs, and she said it would be a custom project which needs to show the savings of a plug in versus solar because you have to show your reduction of greenhouse gas reduction footprint.

RESOLUTION 2023-29: Approval to place EV Charging Station at Bell Tree in Village of Earlville with funds from the Grant of \$10,000

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

Resolved that the board approves of placing the EV Charging Station at the Bell Tree in Village of Earlville with funds from the NYSERDA Grant of \$10,000.

SOMAC Ambulance Contract: To be discussed in executive session.

Real Property Tax Exemptions Volunteer Firefighters & Ambulance Workers Opt-in:

Luke reported a list of other municipalities who are opting in. Hamilton School is talking about it tonight and it seems likely they will do so. No idea of the Village of Hamilton. Luke mentioned the list of other municipalities, some of which fast tracked it. Eve Ann said she needs formal language from the attorneys.

Deb Hotaling spoke up and said that Jodi Palmer spoke with Rochelle Harris. She said that once the County opts in, it's a much easier track and follow their lead on the level that they chose. Discussion on the amount of exemption. Sue said the AOT article is that the amount is up to 10%. Eve Ann said it was not on the agenda at the County last month. Dan Degear is assessing the list to see what the impact will be at the County. Board decided to wait for more information and to hear from the County and schools.

NEW BUSINESS:**Resolution Designating Polling Places for the Town of Hamilton – Due March 15 to Madison County Board of Elections:****RESOLUTION 2023-30: Approval of Designated Polling Places**

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

Resolved that the polling locations for the Town of Hamilton 4 District be as follows:

- District #1 & #2 will be located at the Hamilton Public Library, 13 Broad Street
- District #3 will be at the Village of Earlville Clerk's Office, 8 North Main Street
- District #4 will be at the Poolville Community Center, 7484 Willey Road.

Dawn Weleski – Request for Support Letter:

Dawn presented information on her project and gave her background experience. She is applying for an art's grant that would entail collaboration with area organizations and municipalities. She is asking for a letter of support. Application is due 2/16. There was brief board discussion and question and answer with Dawn.

RESOLUTION 2023-31: Approval to Write Support Letter for Dawn Weleski

On a motion of Councilmember Krueger, seconded by Councilmember DuBois, the following resolution was:

ADOPTED: Ayes: 4 (DuBois, Krueger, Shwartz, Taylor) Nays: 1 (Griff)

Resolved that the Town Supervisor is authorized to write a support letter for Dawn Weleski's application for funding for art project with the understanding that the views of the Artist do not represent the views of the Town of Hamilton.

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities: No report.

EXECUTIVE SESSION**RESOLUTION 2023-32: Executive Session**

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

Resolved that this Board move into Executive Session for SOMAC contract at 9:03 p.m.

RESOLUTION 2023-33: Return to Regular Session

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

Resolved that the Board return to regular session at 9:54 p.m.

With no further business, on a motion of Councilmember Taylor, seconded by Councilmember Krueger, the meeting was adjourned at 9:54 p.m. Carried unanimously.

Respectfully submitted, Suzanne K. Reymers, RMC, Town Clerk