

Town of Hamilton, Madison County, NY
Annual Organizational & Regular Monthly Town Board Meeting
AGENDA - THURSDAY, JANUARY 12, 2023 @ 7:00 p.m.
Town Hall, 38 Milford Street, Hamilton & Via Zoom

Call to Order and Welcome

PUBLIC HEARING:

- 1) Application for Empire State Development Funding for rehabilitation of houses for the purposes of creating good-quality workforce housing in the Town of Hamilton.
 - a. List of Houses
- 2) Resolution Authorizing Application for Funding with Empire State Development

ANNUAL ORGANIZATIONAL MEETING:

STAFFING & CONTRACTUAL APPOINTMENTS & RE-APPOINTMENTS:

- 1) 1 Year Appointments: Commencing January 1, 2023 through December 31, 2023
 - Historian - Jack Loop
 - Dog Control Officer – Carol Lawrence
 - Zoning & Code Enforcement Officer – Chuck Ladd
 - Deputy Town Clerk - Elisa Robertson
 - Planning Board/Zoning Board of Appeals Clerk & Secretary – Elisa Robertson
- 2) 1 Year Contractual Appointments: Commencing January 1, 2023 - December 31, 2023
 - Attorney for the Town-Costello, Cooney & Fearon
- 3) 4 Year Appointments: Commencing January 1, 2023 through December 31, 2026
 - Town Clerk/Collector, Records Management Officer, Records Access Officer
 - Suzanne K. Reymers, RMC
 - Highway Superintendent
 - Lucas Dowsland
- 4) 2 Year Appointments: Commencing January 1, 2023 through December 31, 2024
 - Registrar of Vital Statistics - Suzanne K. Reymers, RMC
 - Deputy Registrar of Vital Statistics - Elisa Robertson

PLANNING & ZONING BOARD APPOINTMENTS

- Planning Board:
 - Kathleen Palmer-5-year Term: 1/1/2023 - 12/31/2027
 - Annual Chair Appointment: Mike Welshko
- Zoning Board of Appeals:
 - Harmon Hoff-5-year Term: 1/1/2023-12/31/2027
 - Annual Chair Appointment: Harmon Hoff

APPOINTMENTS & COMMITTEES BY TOWN SUPERVISOR

- Deputy Supervisor – Shari Taylor
- Budget Officer – Brynley Wilcox

TOWN COMMITTEES & LIAISONS:

- Cemetery Committee – Darrell Griff, Shari Taylor
- Highway Committee – Travis DuBois, Darrell Griff
- Economic Development, Partnership for Community Development Liaison – Dana Krueger
- Liaison to Colgate University's Upstate Institute and COVE – Shari Taylor
- Liaison to Villages of Earlville – Shari Taylor
- Liaison to Village of Hamilton – Eve Ann Shwartz
- Liaison to Personnel – Shari Taylor
- Liaison to SOMAC – Travis DuBois

ANNUAL ORGANIZATIONAL RESOLUTIONS

- Official Newspaper: Utica Observer Dispatch
- Official Bank: NBT and NYCLASS
- Resolution to authorize the issuance of payroll on a bi-weekly or monthly basis.
- Resolution to hold Town Board Meetings on the Second Thursday of each month, at 7:00 p.m. at the Town Hall at 38 Milford Street and via Zoom Videoconferencing
- Resolution to set 2023 Town mileage reimbursement rate to 65.5 cents per mile.
- Resolution to allow for payment of monthly pre-paid bills (rent, utilities, etc.)
- Resolution to Procurement of a Blanket Undertaking
- Resolution to authorize Signatories for Signing Checks
- Resolution to authorize Petty Cash and Bounced Checks

REGULAR MONTHLY MEETING

1) Public Comments (5 minutes)

2) DEPARTMENT REPORTS

- Highway Superintendent Report
- Supervisor/Bookkeeper Report
- Town Clerk Report
- Codes Enforcement Officer Report
- Town Justice – Annual Report (*delayed to February meeting*)

3) COMMITTEE REPORTS

- Cemetery Committee
- Highway Committee
- Partnership for Community Development Liaison Report
- SOMAC Liaison Report

4) SPECIAL PROJECTS

- 9 Mile Swamp Project
- Earlville for Earlville Project
- Hamilton Climate Preparedness Working Group (HCPWG)
- Housing: Affordable/Vacant Grant
- Zoning Update
- Short Term Rentals – Moratorium expires 4/15/2023

5) OLD BUSINESS

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

6) NEW BUSINESS

- Resolution to Establish 9 Mile Park
- Hazard Mitigation Plan Resolution

7) Concerns of Town Board

8) Supervisor's Report on Madison County Activities

9) Executive Session