

Town of Hamilton, Madison County, NY
AGENDA – Annual Organizational & Regular Monthly Town Board Meeting
THURSDAY, JANUARY 13, 2022 @ 7:00 p.m. Via Zoom Videoconferencing

- Call to Order and Welcome

ANNUAL ORGANIZATIONAL MEETING:

STAFFING & CONTRACTUAL APPOINTMENTS & RE-APPOINTMENTS:

- 1) 1 Year Appointments: Commencing January 1, 2022 through December 31, 2022:
 - Historian - Jack Loop
 - Dog Control Officer – Gordon Baker
 - Zoning & Code Enforcement Officer - Mark Miller
 - Deputy Town Clerk/Collector - Elisa Robertson
 - Planning/ Zoning Clerk, Planning Board and ZBA Secretary – Elisa Robertson
- 2) 1 Year Contractual Appointments: Commencing January 1, 2022 - December 31, 2022:
 - Attorney for the Town-Costello, Cooney & Fearon

PLANNING & ZONING BOARD APPOINTMENTS

- Planning Board:
 - Mary Galvez-New 5-year term: (1/1/2022 – 12/31/2025)
 - Kathleen Palmer-Fulfill T. DuBois 5-year Term ending 12/31/2022
- Planning Board Annual Chair Appointment - Mike Welshko
- Zoning Board of Appeals:
 - TBD-New 5-year Term: 1/1/2022-12/31/2025
- Zoning Board of Appeals Annual Chair Appointment - Harmon Hoff

APPOINTMENTS & COMMITTEES BY TOWN SUPERVISOR

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

TOWN COMMITTEES:

- Highway Committee – Travis DuBois, Darrell Griff
- Cemetery Committee – Darrell Griff, Shari Taylor
- Personnel Officer and Liaison – Mary Dinski
- Economic Development, Partnership for Community Development Liaison – Mary Dinski
- Zoning Update Committee – Darrell Griff
- Communications – Shari Taylor, Jim Leach
- Liaison to Villages of Earlville – Shari Taylor
- Liaison to Village of Hamilton – Mary Dinski
- Liaison to SOMAC – Travis DuBois
- Liaison to Colgate University’s Upstate Institute and COVE – Eve Ann Schwartz

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. via Zoom Videoconferencing or at the Town Hall at 38 Milford Street.
- Resolution to set 2022 Town mileage reimbursement rate to 58 cents per mile.
- Resolution to allow for payment of monthly pre-paid bills (rent, utilities, etc.)
- Resolution – 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
- 3) COMMITTEE REPORTS
 - SOMAC
 - Partnership for Community Development
 - Cemetery Committee
- 4) SPECIAL PROJECTS
 - Zoning Update Committee
 - Hamilton Climate Preparedness Working Group (HCPWG)
 - Earlville for Earlville Project
 - 9 Mile Park Project
- 5) OLD BUSINESS
 - Assessment Update
- 6) NEW BUSINESS
 - None
- 7) Concerns of Town Board
- 8) Supervisor's Report on Madison County Activities
- 9) Executive Session
- 10) Motion to Adjourn