

**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