

**Hamilton Town Council Regular Meeting Minutes**  
**Thursday, November 11, 2021, at 7:00 p.m.**  
**Via Zoom Videoconferencing**

Present: Eve Ann Shwartz, Shari Taylor, Darrell Griff, Peter Darby.

Absent: Mary Lee Dinski. Others Present: Luke Dowsland-Highway Superintendent, Sue Reymers-Town Clerk, Brynley Wilcox-Bookkeeper. Public: Travis DuBois, Jim Leach, Sue Collins, Hamilton Central School Student.

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

**Public Comments (5 minutes):**

Sue Collins joined the meeting because she and Sue Reymers spoke about the town hosting a drop box for the Hamilton Food Cupboard. Sue Collins described how it would work. Also discussed having the town host the veggie stand during the summer outside.

**RESOLUTION 2021-111: Authorize Town to be a Drop Off Host Site for Hamilton Food Cupboard**

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

Resolved that the town be a Drop Off Host Site for Hamilton Food Cupboard including the veggie stand in the summer.

**DEPARTMENT REPORTS:**

**Highway Superintendent – Luke Dowsland**

**GENERAL REPAIRS:**

- Put shoulders on Cole Hill, Wickwire and Kelly Roads
- Fixed a washed-out shoulder on Hill Road
- Put 4 new culverts in on Hoose Road
- Sucked leaves on Spring and Spring Hill Road
- Ditched on Hoose Road
- Cut shoulders on Collins Road, re-graded and ditched the seasonal end
- Ditched on Excell and Williams
- Jetted pipes with the County's help on Williams, Excell, Alexis and Amelia
- Unplugged beaver dams numerous times on Excell, Craine Lake and Preston Hill

**EQUIPMENT:**

- Got 15,17 and 24 inspected
- Put plow frames on all the trucks
- Welded 17's plow jack
- Put a new alternator on the leaf sucker

- Put a new sander chain in 16
- Serviced 23
- Put all new dust covers on 17

**TREE REMOVAL:**

- Cut a cluster of trees on Alexis
- Cut a tree out of the road on Hill

**SNOW REMOVAL:**

- Got all the plows and wings dug out and serviced
- Got the sander and salt brine tanks cleaned out and serviced

**OTHER:**

- Worked on SOMAC 513 twice
- Took 23 to Tony Rotellas to have the plow installed
- Helped Hamilton School put together a salt brine unit like ours
- Erick and I went to Utica General Peterbilt in Rochester to inspect the new 18. There were some small changes that needed to be made before delivery to Tenco. Once Peterbilt is finished making the changes the chassis will be delivered to us. The Tenco build date has been pushed into January from November.
- Helped the Town of Brookfield put shoulders on the roads they paved. We split the rental cost of the shoulder machine
- Applied for and was granted a nuisance beaver trapping permit. Ed Kohler is trapping beavers for us in numerous locations around town
- Purchased a used V-Plow from a town in Pulaski that we are going to modify to fit our trucks. We plan to fully restore it over the winter and display the highway department logo in front of the shop in the spring.

**Supervisor/Bookkeeper – Brynley Wilcox****RENTAL REIMBURSEMENT:**

- \$1,625.00 was received from the Town of Brookfield
- Half the cost of renting a road widener from Stephenson Equipment

Luke and Brynley submitted CHiPS paperwork on 11/3 for \$253,157.81 and will arrive Mid-December. Supervisor Shwartz mentioned that she received a letter from the consultant that legislation has already passed for one branch of government, whether it's the House or the Senate, that would allow municipalities to spend up to \$10 million of ARPA funds without having to show prior losses.

**RESOLUTION 2021-112: Audit of Claims**

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

Resolved that the bills contained on Abstract #11 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	305	<i>through</i>	338	64,845.47
General Fund B	No.	78	<i>through</i>	84	8,309.24
Highway Fund DB	No.	175	<i>through</i>	195	46,400.56
Lighting Districts	No.	12	<i>through</i>	13	234.53
Prepays					3,552.45
TOTAL:					123,342.25

### Town Clerk - Sue Reymers

#### Grants:

- DASNY (Valesky - \$100,000) Application for payment approved and funding to arrive 11/16/21.
- DOS (Magee \$50,000) Waiver for portion of MWBE pending, value \$2,874.74. Additional proof/information requested by DOS and sent 11/4.

#### Town's Technology (hardware and software):

- SOFTWARE-Clerk and Codes: BAS is sending an updated proposal with our decisions and an extended deadline for 2022. Once we sign the contract and begin payments, it will take a few months to get to the next stages.
- HARDWARE: ACC Tech is working on a proposal for a small server to switch us from a peer-to-peer server system. It will meet specs for BAS software.
- Credit Cards: Pending set-up.
- Website: .Gov pending update by Civicplus developers
- PHONES: Waiting for new phones to arrive. Transition to Phone Tree pending.

#### NEWS from the ARCHIVES ROOM

- Dan Misch was able to box up all of the building plans, subdivisions, site plans, etc. Need to order shelving once they are back in stock. He's done a great job!
- Woodlawn Cemetery boxes have not been received yet.
- A shared services agreement is in development from our attorney for any municipality or organization that is storing records at the town.

#### Hamilton Food Cupboard:

- I spoke with Suzanne Collins on October 20 and we discussed that the HFC would greatly benefit from having a drop off site within the Village limits. To start, a box can be dropped off for our front desk area for folks to drop off donations during our hours of operation. The potential for an outside drop box could be discussed later on. Their produce stand was a big hit in the summer and early fall as it was used a great deal. Folks would donate extra garden bounty and those in need would help themselves. The community would greatly benefit from it being hosted again in the village. Would the town consider hosting it?

**RESOLUTION 2021-113: Approval for Supervisor to enter into a Shared Services Agreement with the Village of Hamilton to store Records**

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

Resolved that the Town Supervisor be authorized to enter into a shared services agreement with the Village of Hamilton to store records in the Archives Room.

**RESOLUTION 2021-114: Approval for the Town to store the Mid-York Weekly Archives for the Village of Hamilton Historic Commission**

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

Resolved that the town clerk be authorized to accept and store the archives of the Mid-York Weekly for the Historic Commission, Village of Hamilton.

**RESOLUTION 2021-115: Approval of Minutes 8/12, 9/9, 10/4, 10/13, 10/14, 10/25**

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

Resolved that the minutes be approved for 8/12, 9/9, 10/4, 10/13, 10/14, 10/25

**Codes Enforcement Officer**

**October Activity**

- Approved 1 new Building permits.
- Approved 1 demo permit.
- Approved 3 Zoning Permit applications.
- Reviewed incoming site plan and paperwork for 2 special use permit applications (Seasonal Accommodations Spring St.).
  - 2089 Spring St LLC is applying for a SUP to run an Airbnb
- Reviewed incoming documents for 2 variance requests (2077 Spring St. and 2089 Spring St).
- Conducted 18 construction inspections.
- Currently performing Code related duties for the Village until the position is filled. Performed 10 construction inspections.
- Followed up on property maintenance violations.
- Attended ZBA meeting for 2 variance requests.
- Attended Planning Board meetings.
- Attended 24 hrs. of CEO recertification training.
- Met with contractors and homeowners to discuss potential projects.

Permit #	Date	Owner's Name	Location of Project	Description of Work	Permit Fee
2021-41	10/19/21	Chris Tompkins	2203 Quarterline Rd	Demo/addition/deck	\$277.50
2020-8	10/28/21	Steve Rock	7158 Bonney Hill Rd	3971 new home	\$50

**COMMITTEE REPORTS:****SOMAC**

Mr. Darby reported that last month it was reported that SOMAC is increasing their pay in 2022 but They are scheduled for a \$2 an hour increases across the board, first to January, but they've already implemented the bonus of \$50 for every call that they respond to if they're on duty and if they're off duty they get \$100 bonus for coming back in and responding to a call. Results are pretty favorable. Prior to this change, every interview that Kyle had scheduled to talk to a potential new employee, the new employee cancelled it when they found out about the pay. Since then, he's had four interviews and two of them have been hired. There is an increase in call volume and services to the hospital have improved. Supervisor Shwartz interjected that the call volume can also be attributed to other agencies struggling with staffing as SOMAC is very engaged. There was additional discussion.

Ms. Shwartz also reported that the Hamilton hospital CEO reached out to Margaretville hospital as they have run an ambulance service for many years as part of their hospital. A team of people will go down there when things calm down here to get a tour, see how they operate their ambulance service and how they integrate the paramedics into the hospital service.

**Partnership for Community Development**

Supervisor Shwartz shared that Madison County is working with the Climate Smart Communities Program and is offering a matching grant of \$25,000 for 'owners' who want to improve the carbon and energy efficiency of buildings. It's focused on downtown buildings in an effort to revitalize downtown. It's being run through Madison County Planning and the PCD is helping to get the word out.

**Recreation and Youth Committee** - Nothing to report.

**Woodlawn Cemetery Committee** - Nothing to report.

**SPECIAL PROJECTS:****Zoning Update Committee**

Next meeting on 11/17 at 5 p.m. at the town office.

**Hamilton Climate Preparedness Working Group**

Nothing to report.

**Earlville for Earlville**

Shari reported that the next public meeting is November 16. Clerk Reymers shared the latest design, which Shari reviewed with the board. PCD will help with seeking grants.

**9 Mile Swamp Access Property**

This has not moved forward in the last couple of months due to other priorities. A meeting needs to be set up soon.

**OLD BUSINESS:****Town Office Building: HVAC, Grand Opening**

Furniture arrives next week. The two temporary tables need to be removed. Peter needs to get in touch with Scott Larchar on the HVAC system now that it is cold again. Travis will be brought in as well. Tomorrow, Sue and Brynley are looking at the new A/V system at their office then it will be installed the following week or so.

**NEW BUSINESS:****Proposed Local Law #A-2021 "Tax Cap Override"**

The proposed Local Law to override the tax cap is not needed and the attorney said we only have to note of it in the minutes and in the file. No further action is needed.

**Resolution to Adopt 2022 Budget****RESOLUTION 2021-116: Adoption of the 2022 Town Budget**

On a motion of Councilmember Darby, seconded by Councilmember Griff, the following resolution was: ADOPTED: Ayes: 4 (Darby, Taylor, Griff, Shwartz) , Nays: 0 Resolved that the 2022 Budget be adopted. (ATTACHED.)

**Salt Brine Resolution with Village of Hamilton****RESOLUTION 2021-117: Authorize Supervisor to Sign Inter-Municipal Agreement with Village of Hamilton for Salt Brine**

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

Resolved that the Town Supervisor be authorized to sign an inter-municipal agreement with the Village of Hamilton for salt brine at a cost of .10 ten cents per gallon effective November 2021 and shall remain in effect until terminated or modified in writing.

**Status of Assessment Update**

The board reviewed the timeline for the Assessment Update. There will be a couple of public sessions in December in Poolville and Hamilton. There will be a workshop/training for the town council and board of assessment review sometime in the near future.

**Hamilton Food Cupboard & Town Hosting a Drop Off Location**

Already discussed.

**Upcoming Board Appointments****Planning Board**

- Mary Galvez – Upcoming Term Ends 12/31/2021
  - Next Term is 5 years (1/1/2022 – 12/31/ 2026)
- Travis DuBois replacement (Term ends 1/1/2022)

**Zoning Board of Appeals**

- Jeff Schindler – Upcoming Term Ends 12/31/2021
  - Next Term is 5 years (1/1/2022 – 12/31/ 2026)

**Concerns of Town Board:** None.

**Supervisor's Report: Madison County Activities:** No report this month.

**RESOLUTION 2021-118: Executive Session**

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

Resolved that this Board move into an Executive Session for the purposes of advice of counsel at 8:10 p.m. Travis DuBois was invited to stay as an incoming Councilmember.

**RESOLUTION 2021-119: Return to Regular Session**

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

Resolved that the Board return to regular session at 8:37 p.m.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Griff, the meeting was adjourned at 8:37 p.m. Carried unanimously.

Respectfully submitted,  
Suzanne K. Reymers, RMC  
Town Clerk