

Hamilton Town Council Regular Board Meeting Minutes
Thursday, May 11, 2023, at 7:00 p.m.
Town Hall 38 Milford Street, Hamilton & Via Zoom Videoconferencing

Present: Eve Ann Schwartz, Shari Taylor, Darrell Griff, Dana Krueger, Travis DuBois.
Others Present: Sue Reymers, Town Clerk; Brynley Wilcox, Bookkeeper; Luke Dowsland, Highway Superintendent. Public: Tom Taylor, Earlville Mayor, Chris Rossi (Zoom).

Call to order & Welcome: The meeting was called to order at 7:01 p.m.

Public Comments: None.

DEPARTMENT REPORTS:

Highway Superintendent Report – Luke Dowsland

GENERAL REPAIRS:

- Ditched on Bonney Rd
- Finished shouldering the roads we will be surface treating (Bonney, Smith, South Slope and Borden)
- Ditched on Smith Rd
- Jetted pipes on Bonney and Eaton
- Started on the Kiley Rd project

EQUIPMENT:

- Serviced the service truck
- Serviced the mowing tractor
- Changed the bristles on the broom
- The F550 is still at Friendly Ford
- 16 is at Utica Mack for a DEF issue

TREE REMOVAL:

- Diamond came out with a demo stump grinder that we tried out for a day. We ground one stump on Bailey Rd, three on Kiley and one on Spring

SNOW REMOVAL:

- Cleaned out the brine maker and put it away for the year
- Hauled sand for next winter

CHIPS:

- We have finally received our commitment letter from NYS
- Hauled all of our 1A stone for chip sealing
- Met with all of the contractors to go over layout and price of work being done this year

OTHER:

- Jetted a pipe for the Brookfield Town Park
- Built a 30x50 gravel pad at the Madison County Emergency Management training center
- The air compressor died. We got a new one that Fred Jenkins is installing for us
- Helped the Town of Sangerfield haul sand

- Inventoried headstones for Sue

SOMAC:

- Replaced rear shocks on 511
- Replaced two wheel bearings and did brakes all the way around 514
- Replaced an ERG valve on 513
- Total of 7 hours spent working on ambulances

Luke also shared that CHiPS went up \$25,000. Brief discussion followed. The highway crew also worked on the restoring the headstones for the Hamilton Cemetery as well as leveling the grounds for easier mowing.

Supervisor/Bookkeeper – Brynley Wilcox**2022-2023 SNOW & ICE AGREEMENT:**

- \$ 19,236.01 was received from Madison County
- \$ 21,144.55 was received from Madison County
- YTD: \$ 104,414.61
- *Budgeted: \$ 120,000.00*
- *Need about 8 plow runs before 12/31 to make budget.*

INTEREST ON REAL PROPERTY TAX:

- \$2,862.04 was received from Madison County
- Tax payments received in March 2023

2022 AUDIT:

- Cwynar, Farrow, and Locke will be at the Town Office for the 2022 audit from Monday, May 15th through Wednesday, May 17th.

RESOLUTION NEEDED:

- Resolved that the bills contained on Abstract #5 have been reviewed by the Town Board and are authorized for payment
 - Councilmember SHWARTZ to sign vouchers
 - Supervisor DUBOIS to sign vouchers in JUNE

RESOLUTION 2023-48: Audit of Claims

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

Resolved that the bills contained on Abstract #5 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Pre-Pays					320.87
General Fund A	No.	111	through	138	23,530.56
General Fund B	No.	23	through	25	2,355.03
Highway Fund DB	No.	51	through	63	211,191.78
Street Lighting SL	No.	9	through	10	249.66
TOTAL:					237,327.03

Brief discussion on 4th of July Parade. Funds were cut from the budget. The board decided to restore the funding of this program.

RESOLUTION 2023-49: Authorize Funds for 4th of July Parade

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

Resolved that the bookkeeper is authorized to process payment in the amount of \$750 for the 4th of July Parade, payable to the Village of Hamilton.

Town Clerk – Sue Reymers

April cash disbursements aka Month End completed.

Training: Elisa and I attended the NYSTCA conference on April 24 & 25 in Syracuse. There were a lot of updates to various aspects of our job so we both learned a lot. I no longer plan to attend NYALGO in June.

Tech: The new Forte credit card machine is still not connecting to process cards, but we continue to use online portal while we wait for tech support.

Canon Copier/Printer Lease: Last month I reported that the lease is up in February 2024.

BME who handles it is working on a proposal for the next copier. Meanwhile, I spoke with Usherwood accessing the Madison County Bid prices and they can get us the newer model of the same machine and it will cost less. He suggested buying out the contract to start saving money. It's pending further review.

Clerk Reymers also shared that Colgate University is giving away free fire-safe filing cabinets. They will deliver them, probably around June 1. The town will take about 6 of them and offered to take any others to distribute them to other municipalities. Sue reached out to all the Madison County Clerks and will coordinate with Luke on having them pick them up.

Sue will also be going to Colgate Salvage again this year for both the Poolville Community Center and Town of Hamilton.

Another opportunity is that Soil and Water received a grant from the Susquehanna Water Shed Coalition for trees for municipalities for fall planting. They are potted (~10-11") and about 5-7' tall. Trees include sugar maples, red maple, etc. Brief discussion. Sue to contact them that the town is interested.

Compliments to Highway Department: Elisa emailed 5/2 to share a note from a constituent:

"A constituent came in today to renew his dog license and in the course of conversation said that he wanted it to be known that he thinks Luke Dowsland is doing a great job. He jokingly commented that he doesn't understand why Hamilton Central School ever closes because our roads are so clear and well maintained. He stated that he was surprised and impressed that on Christmas Day when the plow went past that it was actually Luke himself plowing. Just a nice compliment from a pleasant resident."

RESOLUTION 2023-50: Approval of Minutes – 4/13/2023

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

Resolved that the minutes for April 13, 2023 be approved.

Codes Enforcement Officer – Chuck Ladd**March Activity**

- Inspections and building plan reviews.
- Follow up on open permits.
- Continued process of inputting issued building permits into new software.
- Process complaints into IPS software.
- Drive after inspections and look for any new Complaint/violation/permits needed.
- Informal Planning board meeting for possible subdivision.
- Permits issued. See attached report:

Permit #	Issue Date	Owner	Permit Type	Property Location
April	2023			
BP-2023-007	04/10/2023	1014 Properties, LLC	Garage/Storage Building	1014 Earlville Rd SBL#: 199.-1-9
Description of Work: <i>80'x350' hay barn and 40'x50' loading dock</i>				
BP-2023-008	04/17/2023	Luke Dowsland	Single Family Home	Poolville Rd SBL#: 170.-1-25.1
Description of Work: <i>Construction of a new 1 story single family home with attached garage.</i>				
BP-2023-009	04/17/2023	Jonathan Mendolia	Addition	7374 Bonney Hill Rd SBL#: 154.-1-24.13
Description of Work: <i>Furnace upgrade</i>				
BP-2023-011	04/18/2023	Bruce Moseley	Solar	1189 Williams Rd SBL#: 200.-2-31
Description of Work: <i>Install an 8KW ground based solar panel system</i>				
BP-2023-012	04/24/2023	Luke Dowsland	Garage/Storage Building	Poolville Rd SBL#: 170.-1-25.1
Description of Work: <i>Construction of a 30'x40' detached garage</i>				

COMMITTEE REPORTS:**Cemetery Committee**

Clerk Reymers gave a report on the various cemeteries.

Poolville Cemetery:

- Darryl Simcoe is the new Board President.
- FYI - Rae Davey is Secretary/Treasurer.
- Records Storage Shared Services Agreement is signed.
- Clerk's office continues to provide administrative support.

Woodlawn Cemetery:

- Their new shelves were delivered to the town office. They will set them up soon.

Hamilton Center Cemetery

- Sue received a call from Gary Flummer (wonderful conversation with him) who states that he has family plots there. His brother just passed away recently, and the family wants to bury his ashes there in June. He and other family members are interested in

getting buried there. He said he believes they own 6 plots with room for 4 to the right of his brother buried there in 1983, Tom Flummer. He believes there are other plots available or open and wishes to buy them. Sue asked if he has the deed. His response was that he did not have it, but he thinks a family member may know where it is. Sue advised him to contact his family to see who it has because we would need it. Sue told him that she needs to review the files on the cemetery which will take some time. She has his contact information and can reach out to him anytime to ask questions and get back to him.

- Sue spent a couple of days reviewing the inherited records. There are no copies of deeds on hand but a ledger that MAY provide some information on sales of plots, but needs more review. I have a list of questions for NYS Cemetery Rep.

History of Hamilton Center Cemetery

- 1986 Association handed over the cemetery to the town.
- 5/5/1994 Town Board Minutes Resolution for a single burial plot = \$100.
- 1994 Volunteers Surveyed the plots and headstones.
- 8/4/1994 – Town Board discussion.
 - Dottie Betz contacted Cemetery association “they have no records”.
 - Issue where some headstones only have last name and first initial, no way to find out first name.
 - Current map is not right, needs to be redone.
 - Need to reconstruct records.
 - M. Dunham’s books is a secretary’s notebook with meeting minutes and who attended.
 - Suggestions to check death certificates and obituaries to get names.
 - Decided to start a committee.
 - Review of laws pertaining to Town’s obligations.
 - Including filing with County Clerk the plots of ground laid out by them, which will clearly indicate the number and the location of plots duly certified by the hand and seal of the Supervisor.
 - 8/4/1994 Cemetery Committee Established
 - 8/22/1994 – Meeting with Dottie Betz, Chair, Erwin Lamb, Carl Peterson

Town Board discussed the Hamilton Center Cemetery. More research is needed. The committee will meet next week.

Highway Committee

No meeting.

Partnership for Community Development Liaison Report – Dana Krueger

Dana provided the latest information on the Route 12B project. PCD advocated that the Village of Hamilton needs its own plan to advocate for with the NYSDOT. Colgate paid for an engineer/architect to review the section of 12B to help develop a plan. Eve Ann shared that the PCD is exploring opportunities for Marshall properties to be secured for affordable housing. Eve Ann is researching bankruptcy law.

SOMAC Liaison Report – Travis DuBois**Approval of Contract with CENTER FOR GOVERNMENTAL RESEARCH INC. (CGR) to prepare a strategic plan**

Travis reported on the latest with SOMAC. Four new board members were at the meeting. Income is up, calls are up. Brief report on the status of the study for SOMAC. Contract is signed. Town will take the lead, hold the contract, and coordinate with other stakeholders who are paying a portion of it. Town of Lebanon increased their portion, but not the whole amount; Madison County will make up the difference of their portion. There will be a stakeholder meeting soon with CGR. Plan to be completed by September.

RESOLUTION 2023-51: Authorize contribution for SOMAC Strategic Plan/Study

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

Resolved that the town Supervisor be authorized to pay the town's portion in the amount of \$7,125 to CENTER FOR GOVERNMENTAL RESEARCH INC. (CGR) for a strategic plan/study for SOMAC Ambulance Services, with the total cost of \$28,500 be apportioned between the Town of Hamilton, Town of Lebanon, Community Memorial Hospital and Colgate University.

SPECIAL PROJECTS:**9 Mile Project**

The NYSDEC permit was approved, but the Army Corps of Engineers needs to review it. The application for the Town Planning Board will get started as its due June 1 for the June 13 meeting.

Earlville for Earlville Project – Shari Taylor

They only needed 24 welcome baskets once they redid the list of new households/families. Senior Fair is in September.

Hamilton Climate Preparedness Working Group (HCPWG) – Chris Rossi

Group is focusing in on outreach at the farmers market this summer and fall. City of Oneida is going to work with Mike Boccuzzi for the Resiliency Plan.

Housing: Affordable/Vacant Grant

Nothing to report on the grant.

Zoning Update

Eve Ann and Sue finished their review of the Zoning Law, and it was sent to Nadine for her 2nd review. Next, they will review the Subdivision Law. Discussion about the Planning Board's review of it and practicing the public presentation with them. Eve Ann, Chris, Sue and Harvey will work on what to present via a PowerPoint and timeline.

Short Term Rentals – Moratorium expires October 15, 2023

Darrell and Dana to work on draft and timeline. Kim will send the Village of Hamilton's law once adopted next week.

OLD BUSINESS:**NYSERDA Grant for Clean Energy Project - \$10,000**

Grant was sent in. Costs were very high from the contractor, about \$35,000. Luke is exploring buying it directly and handling the installation. Brynley was able to get the crew certified for the ChargePoint, so he thinks it can be done for JuiceBar. We can modify the grant, once approved, if we are going to handle it all. Brief discussion on snow removal, which needs further discussion with Bell Tree.

Real Property Tax Exemptions Volunteer Firefighters and Ambulance Workers Opt-in

Nothing to report.

NEW BUSINESS: NONE**Concerns of Town Board:**

Travis had a call from a concerned citizen about large scale solar solicitations with local landowners.

Supervisor's Report: Madison County Activities:

Eve ann reported that Madison County has concerns with solar farms in the northern part of county and with prime soils. Brief discussion on the town's new Zoning Law and whether or not to include protection of prime soils as well. There will be a decrease in Federal/NYS funds to help with the Medicaid costs and will significantly negatively impact the County's budget over the next 3 years. The county is still working to allocate their ARPA funds.

With no further business, on a motion of Councilmember Taylor, seconded by Councilmember DuBois, the meeting was adjourned at 8:40 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers, RMC
Town Clerk