

The regular Town Board Meeting was held on Thursday September 12, 2013, at 7:00 p.m., at the Town Office, 16 Broad Street, Hamilton, New York. Present were: Eve Ann Shwartz, Supervisor; Peter Darby, Deputy Supervisor; Carolyn Todd and Chris Rossi, Town Council; Bert Glazier, Highway Supt.; Sue Reymers, Bookkeeper; Deb Kliman, and Gerald (Doc) Hayes. David Holcomb, Councilman, not present -had to work.

Eve Ann welcomed everyone. Deb Kliman said the Village of Hamilton Board of Trustees and their Planning Board met for a work session to talk about the Cultural Art Center – it was a public meeting – it got a lot of issues out on the table. On September 26th at 7:00 p.m., the Village is having another meeting on this, Deb said. What are some of the trustee’s concerns, Eve Ann asked – Deb said: parking. There will be 20 some spaces at the museum, and there will be remote parking at the Schupf Center. That would require another zoning change, Deb said. They plan on enlarging the Municipal Lot and reserving some parking spots; Deb said. If it is in a Historic District, that has to be looked into, Deb said. Transportation is an issue Deb said – with both professors and students-and the time limit they have to get to their classes. If the Museum is used for educational purposes (ex: seminar rooms)- it is not zoned for that, Deb said. If you go to their website, there is a lot of information there on this, C. Rossi said. C. Todd said the design of the structure is very low – it is a one story building – surrounded by two story buildings. Space is limited-it appears that this one story building is too small for what is needed-she said. C. Rossi said she can not see how it is going to sit on that small amount of land without seeming crowded. Deb said another concern is that they plan a Sculpture Garden in the spaces around the museum. Eve Ann said the Town has some concerns also – the valuation of the project, and currently it is on the tax rolls; and there needs to be some sort of legal commitment to keep it on the tax rolls. The other question is how does one value a non for profit museum – and how do we come up with a fair evaluation of that; as we just got done settling the value of the Colgate Inn. Deb said they have a letter from Colgate’s President saying it will remain on the tax rolls. C. Todd said she thinks the Town Board should submit a letter and have it read the night of the Village meeting--stating that the Town has these concerns and that we do not want to accept the current value of \$500,000 as the assessed value. Discussion: assessor’s job, could she write a letter, C. Todd asked. Eve Ann said read the

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Briefing Book, Chris is pretty well informed, and wait on doing a letter. Maybe have the assessor talk to Colgate, Peter said. Carol, Chris and Eve Ann will attend the Village's meeting; they said.

Doc said Quincy Square Museum in Earlville - is in need of personnel/volunteers. Maybe publicity, maybe talk to Charlotte Blanchard in Hubbardsville were suggestions. Jack Loop in Hamilton is our Town Historian. Maybe the Bennetts. October 16 & 18 there are two meetings in the Norwich area regarding Records Retention, Doc said. They have not done anything about their fuel oil yet, Doc said. Bert said he will probably bid it, and Doc said to include Earlville.

A Motion to Accept the August 8, 2013 Town Board Minutes was made by P. Darby, seconded by C. Rossi and carried; with C. Todd's clarifications as follows: On Page 921 – change to: Eve Ann said we would be subject to “all Federal Discrimination Laws”. Page 924 (bottom) change to: Bert said the biggest complaint he gets on the bills is he gets “multiple” bills. Page 930 – change to: Four “incumbent supervisors” are not running.

Bert then gave his Highway Report. He will do fuel bids and include Earlville's amount needed, with his. They removed an old bridge on Hill Road and hauled it away, they installed new pipe on Hill Road, they mowed all Town of Hamilton roads. They used Lebanon's roller. They did some mowing for them. They helped both the Village and Madison. They did some chip-sealing; and repaired the following roads: Harris, Williams, Hill, Excell, Horton (FEMA work). They finished cleaning up the trees on Borden Road, cleaned out on both Ackley Road and Williams Road. He met with FEMA and rode all the roads and documented them on GPS system. He worked on the State Bid for the salt contract. The solar panels have been installed on the Highway Garage, he said. Eve Ann said we need some publicity on the solar installation.

A Motion to pay the General Bills was made by P. Darby, seconded by C. Rossi and carried.

A Motion to pay the Highway Bills was made by P. Darby, seconded by C. Todd and carried. FEMA bill discussed.

Bookkeeper Sue Reymers then gave her Monthly Financial Report. She began by going over her Report to Town Supervisor dated September 12th. (Exhibit A - with the original minutes). She requested a Resolution to move monies regarding the Fire Districts.

Resolution # 25 was made by P. Darby, seconded by C. Rossi and carried that the NYS Insurance Dept. has wire transferred insurance monies in the amount of \$2,755.97 into the Town General Fund Account and it shall be entered into the following accounts: SF1 3410.4 (Hamilton Fire Dist) - \$1488.22; SF2 3410.4 (Earlville Fire Dist) - \$303.16; T74 Hubbardsville Fire Dist. - \$964.59.

Sue gave the Town Board her Balance Sheet for August 31, 2013. Sue gave the Town Board her Profit & Loss Budget vs. Actual. The Town Board went over all her handouts and Sue said she will continue to monitor the figures. Peter wondered if a Fund Balance update projection for the end of December could be done.

A Budget Meeting/Workshop – with the public invited – was scheduled for Wednesday, October 2, at 7:00 p.m., at the Town Office, and a Legal Ad must be put in the Mid-York newspaper, Eve Ann said.

Eve Ann said applications for the Bookkeeping position have been received and interviews will be scheduled. The pay for the new bookkeeper will depend on the actual experience, we are hoping for municipal experience. The goal is to make smooth transitions of the Bookkeeper and Town Clerk positions, Eve Ann said.

SEQR Notice was received from the Village of Hamilton regarding gas utility, Eve Ann said; she will find the paperwork, and asked Peter if he would review it.

Code Officer Report – August, 2013 - Eve Ann said: Paul had (4) Building Permits. The Planning Board has been meeting and Carol Dewey is taking the Minutes for them. Mayor Miller and Eve Ann are reviewing the Codes Officer Shared Use Agreement.

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The Madison County Planning Dept. is sponsoring an Appreciation Banquet to be held at the Colgate Inn on Tuesday October 29th – with a cost of \$23.50 per person – it is meant to be a networking among different communities, Eve Ann said. Several Towns have paid for their board members to go; and she would like a motion that our Town pay for their members to go.

A Motion was made by P. Darby, seconded by C. Todd and carried that the Town of Hamilton pay for Town Board members, Planning Board members, Zoning Board of Appeals members, Comprehensive Planning Board members who wish to attend this Banquet.

Eve Ann said there is a Bike Tourism Seminar at 6:00-8:00 p.m. at the Kallet Theatre in Oneida on October 9, & the Parks and Trails have an event coming up. She said when David is back – he can give us information on the Poolville and Hubbardsville lighting districts-he has some suggestions.

A Motion was made by P. Darby, seconded by C. Rossi and carried that the Town Board go with the recommendation that David Holcomb makes regarding the Poolville and Hubbardsville lighting districts.

Under Town Office Repairs – Eve Ann said: Carolyn has environmental concerns in the basement that need to be addressed; like asbestos – crumbling, free floating. Bert asked what did the Landlord say; and Eve Ann said they have not talked to him yet. Sue said the Codes Officer suggested a survey be done on it. Bert said he is worried about personnel in this office because that is not a safe door, it is a trap door. Bert said it is not sealed, and this matter should have been addressed immediately; it should have been done two months ago. Eve Ann said we will get on it; and also get on making this office handicap accessible. Eve Ann said she will call the landlord-and both she and Peter will go down in the basement to see it. Carolyn said you can also see daylight coming in from the outside and there are bird feathers down there. Peter said maybe a joint building can be done for the Village and Town. C. Todd said the Village has a Capital Projects Committee which was formed. They have had one meeting and Carolyn went to it. If the Town took more of a lead role, perhaps it would move forward, Peter said. Discussion of possible locations. C. Todd said she spoke up at a Village meeting and said the

Town is very interested in sharing a building – and Sean said: our preliminary designs call for a portion of the building to be housing for the Town Office. We need to get this building cleaned up of the asbestos, and handicap assessable, Eve Ann said. Bert feels strongly that the Town Office does not need to be in the Village; some people want everything to rotate around the Village-and that is not the way it is-there are 5 different locations around this Village that all pay taxes, and they are Town, also. The location next to the Highway Garage can be looked at, Peter said; plus we need a dedicated storage facility. If both Villages, Courts, also need a storage facility, perhaps we can accommodate them also Peter said; Sue said the timing is important, plus the convenience of being able to access the records. It is a matter of cost and convenience, Eve Ann said. Town Office Improvement and Relocation Committee--C. Todd, C. Rossi , and S. Reymers will be on this Committee. Chris Rossi will be the Chairman of this Committee. Sue Collins will be here soon, too, Peter said. A List will be done of all the things that need to be addressed in the Town Office, Eve Ann said; with Bert, Cathy too-and she will be in touch with the Landlord.

Hamilton Ballot Proposition – Eve Ann said we recently passed the Ballot Propositions of proposed Local Law # 1 and proposed Local Law # 2 of 2013, we should be posting a copy of these in our office, and on the website. We need to work on publicizing these and explaining it to the public. Do a combination 2014 Budget Hearing Meeting and Public Meeting about the propositions, was discussed by the Town Board. Sue will check on date/location of this meeting.

Town Comprehensive Plan Update: C. Rossi said Nan's Contract needs to be approved and Chris had updated survey forms. The Scope of Work was sent to everyone-they are meeting with Nan on September 19th at the Poolville Community Center. Attorney Steve Jones made clarification that any changes that were made-were subject to the approval of the Town Board (not just the Town Supervisor).

A Motion was made by P. Darby, seconded by C. Rossi and carried that Eve Ann is authorized to sign Nan's Contract, after her review.

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C. Rossi said the goal is to get the survey finished up next week. She asked Sue if she could help with estimates of costs of printing these and also they need a mailing list. They want to send one to every household in the Town of Hamilton, she said. Anyone over the age of 18 can fill one out – and copies can be available at various places for people to pick up and fill out. Discussion: Colgate/post office may be helpful. They would like it sent out as early in October as possible and then have a meeting with Nan in November before Thanksgiving; Chris said. Meanwhile have a focus group with farmers. The Survey is based on sample surveys from Nan and it also goes back to the existing Comprehensive Plan. They discussed the last question currently on the survey, and whether it should be changed. Eve Ann thanked everyone working on the Comprehensive Plan.

Records Retention Update: discussed earlier in the night.

SOMAC will be looked at budget wise and there has not been a financial request from them yet for 2014, Eve Ann said. They bought a 3rd ambulance – they have a van, an old rig, a new rig, Deb Kliman said.

Concerns of Town Board: The Village of Hamilton has been appraising their own properties – Courthouse, Village Office, Airpark-because the Village Office is going to be sold; C. Todd said. Also Wayne's Market has been sold, and it will be torn down-also the Laundromat may have been sold. The pressure on needing parking is increasing in the Village. Deb Kliman said that Colgate had approached several developers (not local) because they are very eager to have more housing for young faculty, coaches, people who may be coming to Colgate – and they would like it to be in the Village. C. Rossi asked about the status of the Road Use Agreement.

County Board Update-Supervisor: The 2014 Budget work at the County has begun and the proposed budgets of all the different departments would create a 19% increase in the tax rate-that would be without using 5 million of the 6 million dollars left in the Fund Balance. They have been hearing from libraries, etc. because they received letters saying there may be a 35% cut of their budget. The Hamilton Library will ask for contributions from other Towns that use their services, too. The Village of Earlville does not give money to their Library-they have a Contract with them for about \$3000; Doc said. The Village shares on the

operating expenses with the Library, too, Doc said. Eve Ann asked C. Todd to keep updated on these matters.

Eve Ann said the County Tax Auction is going to be on September 21, 2013; and there are 6 Hamilton properties there. The Town Clerk gave everyone a copy, and they discussed them.

Eve Ann said the Utica Street property is moving forward, where the Gas Station was, and because of the environmental concerns- the DEC has received a letter. The County would like to sell it this fall, and they would like to have a meeting to inform potential buyers of their concerns. We should examine the property and measure it, if we are interested, Eve Ann said. If it is built on a slab-there is no contamination there, Bert said. Examine the Utica Street property, Eve Ann said.

The County Wide Buy Local Campaign is on, to encourage people to buy local, and generate sales tax money; Eve Ann said.

The Open Farm Days were a success – 40 farms participated and between 400 and 1,000 people visited these farms.

A Motion was made by P. Darby, seconded by C. Todd and carried to go into Executive Session to discuss personnel.

A Motion was made by P. Darby, seconded by C. Todd and carried to come out of Executive Session.

Resolution # 26 was made by P. Darby, seconded by C. Todd and carried to re-appoint Rochelle A. Harris as the Town of Hamilton's sole assessor, for the next six years, with her receiving a 2% increase in her current salary-for the months of October, November and December 2013; and then receiving an increase in her salary per the Town's 2014 Budget. She will receive 8 vacation days annually and can bank 50% of these days (not the money, but the days) to carry over to the following year. She agrees she will conduct any re-vals necessary to maintain an equalization rate of 95%; without additional charge. She agrees to conduct a re-val within the next 6 years, at no additional salary, and the

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Town Board will provide financial support for photographic assistance and the additional software that will be needed.

A Motion to Adjourn the Meeting was made by C. Todd, seconded by C. Rossi and carried at 10:00 p.m.

Respectfully submitted,

Catherine S. Hotaling
Town Clerk