

Hamilton Town Council Regular Meeting Minutes
Thursday, May 13, 2021 at 6:30 p.m.
Via Zoom Videoconferencing and In-person

Present: Eve Ann Schwartz, Peter Darby, Mary Lee Dinski, Shari Taylor, Darrell Griff.

Others Present: Sue Reymers, Town Clerk, Brynley Wilcox, Bookkeeper.

Absent: Luke Dowsland.

Public: Jim Leach, Deb Hotaling, John and Cathy Oates, Mike and Bev Cappeto (7 p.m.).

Call to order & Welcome: The meeting was called to order at 6:33 p.m.

Public Comments: Mr. Oates, 1524 Poolville Road, expressed concerns about the proposed amendment to a Special Use Permit by AMD Holdings. He referred to his letter dated May 8 to the Planning Board, which was forwarded to the Town Council members. He summarized the letter. Supervisor Schwartz responded to the Oates explaining the roles of the Planning Board and Town Board.

DEPARTMENT REPORTS:

Highway Superintendent

GENERAL REPAIRS:

- Jetted pipes on Cole Hill, Preston Hill Rd, Payne, Spring Hill, and Spring
- Ground and cleaned up 40 stumps on Borden Rd, Rhodes, Chappel, Hill and Brown
- Dug out and replaced 6 driveway culverts on Wickwire Rd

EQUIPMENT:

- Put new leaf springs in 23
- Upstate Auto Glass installed a new windshield in 17
- Caz Equipment replaced an O-ring in the mowing tractor
- Got 15's hydraulic pump re-sealed
- Painted and put away the plows and wings for the year
- Replaced all the sander spinner bearings

TREE REMOVAL:

- Cut a dead down tree on Brown
- Cut 4 large trees down on Wickwire
- Trimmed trees on Wickwire

OTHER:

- Had numerous meetings with Soil and Water to decide what size culvert to install on Bailey. We have chosen to replace it with the same size, as the cost tripled if we went to an arch culvert.
- 3 trucks helped the Village of Hamilton for most of 1 week hauling.
- We rebuilt the Village of Earlville's tractor pulling track.

- Mowed the cemetery, Town Office and Wickwire Rd property twice.
- The Diamond (mowing tractor) rep. came out on Tuesday the 11th to walk us through the ins and outs of the mowing tractor.
- I'm working with Soil and Water and the Highway Committee to resolve a storm water issue on Horton Rd.
- Topsoiled the garden beds at the Town Office, we also re-seeded and fertilized the lawn.
- The engineers from Barton and Loguidice came out to evaluate the garage. I am waiting on their draft for review.
- Helped the Town of Sangerfield haul sand.

Board briefly discussed the Bailey Road culvert and the recommendations by Steve Lorraine from Soil & Water. Darrell Griff explained that he determined that the culvert needs to be larger than 10'. Supervisor Shwartz reported that she, Darrell, and Luke met with a resident at 7175 Horton Road because he had a concern about a stormwater run off on his property. Steve Lorraine looked at it and town consulted with our attorney. It was determined that it was not a town's responsibility but rather the homeowner. Ms. Shwartz asked Steve to meet with the homeowners again to see about solutions.

RESOLUTION 2021-52: Receive and File Highway Superintendent's Report

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

Resolved that the town receive and file the Highway Superintendent's Report.

Supervisor/Bookkeeper – Brynley Wilcox

2020-2021 SNOW & ICE AGREEMENT:

- \$6,974.94 was received from the County - Plow Dates: 03/01/21 – 03/14/21
- \$1,199.11 was received from the County - Plow Date: 03/28/2021
- \$2,398.22 was received from the County - Plow Dates: 04/01/21 – 04/02/21
- 2021 YTD: \$ 110,562.47
- BUDGET: \$ 120,000.00

INTEREST & PENALTIES:

- \$2,105.40 was received from Madison County
 - March 2021 interest on real property taxes
- 2021 YTD: \$ 3,003.22
- BUDGET: \$ 5,500.00

REIMBURSEMENT:

- \$1,400.00 was received from Madison County
 - Reimbursement of legal fees associated with Property Assessment lawsuit

RESOLUTION 2021-53: Audit of Claims

On a motion of Councilmember Taylor, seconded by Councilmember Darby, 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:

General Fund A	No.	115	<i>through</i>	143	\$76,191.41
General Fund B	No.	31	<i>through</i>	38	\$1,005.82
Highway Fund DB	No.	70	<i>through</i>	89	\$21,673.32
Street Lighting SL	No.	7	<i>through</i>	8	\$152.68
Prepays					\$2,095.25
TOTAL:					\$101,118.48

RESOLUTION 2021-54: Receive and File Financials

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

Resolved that the April monthly financials be received and filed.

Town Clerk – Sue Reymers

Colgate Upstate Institute Intern: We have an intern for the summer; she starts June 8. She will be working on the historic railroad display at the town entrance, a few misc. town projects, and assist Jessica Graybill's ongoing work on Earlville 4 Earlville. It was determined that Darrell Griff will assist with display project.

Records Retention: Brynley and I worked on records last month. I ordered new boxes to replace the ones damaged from storage. There is still a lot of work to do in the room.

Professional Development: Elisa and I attended NYSTCA's Annual Conference which was online this year. One of the classes was on Cemeteries. Kim Taranto joined us for that class. Another class addressed the importance of Policies and Procedures. The town needs to adopt a Breach Notification Policy as soon as possible to be legally in compliance. There are other policies that are suggested as well.

9-Mile Swamp: I am a member of the FaceBook Group – Friends of 9-Mile Swamp. I posted on Friday April 30 as Town Clerk the status of the land purchase and plans to date. It was well received. Other posts discussed the Native American site on the property. I was also emailed by a former resident whose family member was part of an archeological dig there. I was able to connect with the Chenango Chapter of the NYS Archaeological Society and got copies of their bulletins with the reports on the property. This will assist SHPO's process. The artifacts found there go way more in the past than the Native Americans. Chris Rossi recommended a professor at Colgate who may have more information on the site.

Planning Board: The Planning Board held a public hearing on the Dunham application for an amendment to their Special Use Permit. Due to the long meeting, the final decision and Conditions for the application were delayed until the May 11 meeting.

Climate Smart Communities: Chris and I met with students who were assessing the workload for an application for Silver for the CSC program. It was agreed to wait for now.

Website: ACC Tech and Civicplus were able to get the .gov set-up for our website. It still needs to go live. Once it's ready, I will start remarketing and update printed materials. We will keep the .org for a long time so we don't lose anyone looking for us.

Reopening Town Hall: We reopened the town office and reopened on Fridays. It's going well and business is picking up per usual in the warmer months.

Historic Marker for new town office: I think we should consider applying for a new marker sometime in the future. <https://www.wgpfoundation.org/history/nys-historic-markers/>. The Board asked if the summer intern could propose wording for the sign for a submittal to the Foundation.

Clerk and Codes Software – staff want to move forward in purchasing software.

RESOLUTION 2021-55: Approval of Minutes – 4/8/2021

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

Resolved that the minutes for April 8, 2021 be approved as submitted.

Codes Enforcement Officer – Mark Miller

- Approved 3 new Building permits.
- Approved 6 Zoning Permit applications.
- Reviewed incoming site plan and paperwork for 1 special use permit amendment (Heritage Barn).
 - Heritage Barn would like to expand the scope of their operations to include outdoor wedding ceremonies and outdoor events.
- Attended meeting with Planning Board and Town's attorney.
- Conducted 12 construction inspections.
- Followed up on property maintenance violations.
 - South Hamilton Rd.
 - Harris Rd.
 - Gorton Rd.
 - 7478 Willey Rd.

- See attached reports.
- Attended Planning Board meeting.
- Met with contractors and homeowners to discuss potential projects.

Permit #	Date	Owner's Name	Location of Project	Description of Work	Permit Fee
2021-9	4/8/21	Althea Brooks	8108 Green Rd	Inground pool	\$150
2021-10	4/27/21	Steve Skollar	1604 Poolville Rd	Foundation repair	\$90
2021-11	4/27/21	Scott/Pat Peters	Poolville Rd	720 ft sq cottage	\$322.50

The board discussed a complaint from Mike Bagnall who had planned on attending but then could not attend. He sent about 20 photos of area properties that have violations. The board did receive the email complaint and photos via email. The complaint led to a discussion for a clean-up day. Supervisor Shwartz explained how the County provides a dumpster to the town and people can bring stuff to the dumpster. Our town offered it years ago. This will help but not with some of the properties. The board reviewed the photos but thought that a visit around the town would be better. It seems to be getting worse. There was a discussion of the issue. Hosting clean up days is a good start and dates are available this fall. Mailing out a notice to the community may help. Clerk Reymers will set it up with Luke and the County for a fall clean up day.

Brynley arrived and gave her report now.

COMMITTEE REPORTS:

SOMAC

Peter Darby reported on recent activities including ongoing challenges with keeping personnel. Their budget is better than expected at this stage. Schoharie County went to a County wide ambulance service. Discussion turned to the issue with Madison ambulance lack of coverage and SOMAC's mutual aid coverage. It was agreed that board members would follow-up with the Madison Town Council.

Partnership for Community Development

Mary Dinski reported that the coupon book was launched with future activities planned. PCD is working on a grant for a community center that could include the food cupboard. Ray's wayside building was cited as a potential site. PCD applied for a grant from the Northern Border Regional Commission for Earlville 4 Earlville park project.

Recreation and Youth Committee

Mary Dinski asked that the board discuss marijuana legalization for our town citing concerns about advertising to teens.

Zoning Update Committee

Chris Rossi sent a report that stated that at this point ZUC is on hold as the Town Council reviews the proposed zoning.

SPECIAL PROJECTS:**Hamilton Climate Preparedness Working Group**

Chris Rossi sent a report that stated HCPWG meets on Friday the 14th to discuss next steps including community outreach. Thanks to the Town Council for working on the municipal CAP, which is a current focus for HCPWG.

Earlville for Earlville

Shari and Eve Ann reported on an evening where E4E hosted a thank you for the fire department. Both groups shared their plans for the park and new fire station which would be next to each other. It opened up conversation between the groups.

9 Mile Swamp Access Property

Eve Ann reported the Jennifer from PCD contacted a landscape architect/planner who could work with us. She needs to be contacted by us and an initial meeting needs to be set up. Due to the busy agenda this year, Eve Ann felt that we should look at a minimal plan this year. Eve Ann invited Deb Hotaling to comment and asked her to join the community committee. There was a brief discussion on the property.

OLD BUSINESS:**Town Office Building**

- Warranty issues – REA completed the door repairs. Anderson needs to come in yet to look at the windows. Peter reviewed the complications with a building that is tight and leakage through windows. It may not be a manufacturer issue with the windows.
- CFCNY Grant – Mary Dinski and Sue Reymers have a meeting with the foundation on May 20 @ 10 a.m. which is the next step.
- Landscaping: Shari and Beth have a plan which she reviewed with the board.

RESOLUTION 2021-56: Approval for the purchase of plants for town office

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

Resolved that the committee be approved to purchase plants for the town office up to \$1,000.

- State Grants – no news.
- Grand opening – nothing to discuss.

American Rescue Plan – nothing to discuss.

NY Stretch Code – Amanda and Mark arranged for Josh Stack to join us for Monday's CAP meeting.

NEW BUSINESS:

Woodlawn Cemetery

Eve Ann informed the board that Jay Whipple from the Woodlawn Cemetery reached out for assistance. They sent their financial report for us to review. It's located on Lebanon Street on a hill. Luke is thinking that he would need a full-time person in the summer to maintain the grounds. To clarify, if their association folds, the cemetery becomes 100% our responsibility. Eve Ann would like a committee to be formed to meet with them to discuss their needs. Clerk Reymers volunteered to help because the records will become the clerk's responsibility. Shari will be on the committee. Clerk Reymers shared other town experiences about taking over cemeteries that she learned from workshops she has attended for clerks. The Village of Hamilton is having trouble with the Madison Cemetery. Clerk Reymers feels that the group of people at Woodlawn really care about the cemetery, but that she would like to know how they're managing these plots because she does not to inherit issues. Eve Ann commented that they were very appreciative that we called them were interested in willing to talk and he and he said, you know we're not in it's not a crisis, right now, but there's you know there's not a lot of young blood on the board. This will require some study. Darrell agreed to the be on the committee.

Planning Board Resolution to Hire a Sound Expert

RESOLUTION 2021-57: Approval for Planning Board to Hire a Sound Expert

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

Resolved that the Planning Board be approved to hire a sound expert to assist in the amendment for a Special Use Permit for AMD Holdings (Dunham's wedding barn).

Concerns of Town Board: None.

Supervisor's Report: Madison County Activities: Eve Ann gave a brief report that sales tax is up in the 1st quarter. The County created a task force and hired an expert to handle the mental health crisis as a result of the pandemic to figure out the resources that are needed.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Dinski, the meeting was adjourned at 9:25 p.m. Carried unanimously.

Respectfully submitted,
Suzanne K. Reymers, Town Clerk