

**Town of Hamilton Special Board Meeting Minutes  
Monday, February 1, 2021 at 5:00 p.m.  
Held via Zoom Videoconferencing**

Present: Eve Ann Shwartz, Peter Darby, Shari Taylor, Darrell Griff, Mary Lee Dinski.  
Also Present: Sue Reymers-Town Clerk, Luke Dowsland-Highway Superintendent,  
Brynley Wilcox-Bookkeeper.

**Call to order:** The meeting was called to order at 5:01 p.m.

**AGENDA**

1. Approval of Stipulation and Settlement of Edward J. Potrzeba Jr, Heather S. Potrzeba, & 1014 Properties, LLC et al. vs. Town of Hamilton Assessor, Board of Assessment Review and the Town of Hamilton, Index # EF2020-1467. RJI NO: 2020-0144 -MEF.
2. Review of Capital Equipment Reserve Budget
3. Review of Sale of Backhoe and Purchase on Excavator 2021

Supervisor Shwartz thanked everyone for being here. The meeting was called because the Highway Committee could not get to a consensus on the equipment schedule and budget expenditures but first, she needs a resolution to approve a settlement.

**Settlement:** Supervisor Shwartz shared that the town agreed to a settlement with the Potrzebas and the town council needs to give formal approval.

**RESOLUTION 2021-27: Approval of Stipulation and Settlement of Edward J. Potrzeba Jr, Heather S. Potrzeba, & 1014 Properties, LLC et al. vs. Town of Hamilton Assessor, Board of Assessment Review and the Town of Hamilton, Index # EF2020-1467. RJI NO: 2020-0144 -MEF.**

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

Resolved that the town council approve the stipulation and Settlement of Edward J. Potrzeba Jr, Heather S. Potrzeba, & 1014 Properties, LLC et al. vs. Town of Hamilton Assessor, Board of Assessment Review and the Town of Hamilton, Index # EF2020-1467. RJI NO: 2020-0144 -MEF.

**Review of Capital Equipment Reserve Budget and Review of Sale of Backhoe and Purchase on Excavator 2021**

Peter Darby explained the situation. Luke gave an overview of the problems with the backhoe. The board then reviewed the notes (below) provided by Brynley Wilcox along with the equipment schedule.

**NOTES:****SCENARIO A: Excavator rental**

Borden Road      \$ 6,690 + \$400 trucking (1 mo.)  
Williams Road     \$ 2,250 + \$400 trucking (1 week)  
Preston Hill        \$ 1,890 + \$400 trucking (2 days)

2021 Total:    \$ 12,030

**SCENARIO B: Trade in Backhoe for Excavator**

Cost of trade:    \$22,980

Rental Cost:     (12,030)

Fund Balance:    (10,950)

Benefits of switching from a Backhoe to an Excavator: Efficiency and Safety.

VIEW - Equipment Replacement Schedule (without excavator built in)

**Changes to Equipment Replacement Schedule:**

- 2018 - Added ToolCat to schedule (later became skid steer) +\$58,455
  - 2018 - Upgraded F350 gas to F550 diesel+\$20,135
  - 2019 - Upgraded F150 gas to F250/F350 diesel +\$22,513
- 2020 - Moved mowing tractor up to a 6-yr rotation from a 10-yr +\$68,199
  - 2021 - Upgraded new truck to stainless steel +\$24,000

VIEW - Equipment Replacement Schedule (with excavator built in)

Due to the changes in equipment and a decreased contribution rate over time (5%  
→ 3.5%) the equipment reserve will be in the **RED** by the end of 2021. An  
additional contribution of \$65,000 from the DB Fund is needed.

The board then reviewed and discussed the updated equipment schedule and proposal to replace the backhoe with an excavator.

**RESOLUTION 2021-28: Approve trade of a backhoe for an excavator**

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

Resolved that the highway superintendent trade the backhoe for an excavator at a net cost of \$22,980.

**RESOLUTION 2021-29: Authorization to move \$65,000 from DB fund to the Equipment Reserve Fund**

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

Resolved that funds be moved in the amount of \$65,000 from DB fund to the Highway Equipment Reserve Fund.

With no further business, on a motion of Councilmember Darby, seconded by Councilmember Griff, the meeting was adjourned at 6:05 p.m. Carried unanimously.

Respectfully submitted,  
Sue Reymers, Town Clerk