

**1 Village of Hamilton
Board of Trustees
Regular Meeting of November 19, 2013
6:00pm**

APPROVED MINUTES

Present: Mayor Margaret Miller; Trustees: Jen Servedio, Russ Lura, Debbie Kliman, and Sam Cooper; Village Treasurer Mary Ann Henderson; Attorney Jim Stokes; Village Clerk Alana Scheckler; Village Administrator Sean Graham

Public Present: Dave Hollis, RadioFreeHamilton.com; John Basher, MUC President; Bill & Carolyn Todd; Chelly Crouch; Peter Milazzo; Matt Haley, VP Colgate Student Government; Sue Barrett; Shirl Truett; Sally Lura; Wanda Warren Berry; Joanne Borfitz; Jerry Fuller; Morgan Larson

The Mayor called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Approval of Agenda: Added to tonight's agenda: CAC draft of Local Law and Gateway Signs. A **motion** was made by Trustee Kliman to approve the agenda as amended. The **motion** was seconded by Trustee Cooper and unanimously carried.

Approval of Minutes of the October 15, 2013 Regular Meeting: Requested Changes:

1. Mayor Miller's Report-8th paragraph insert "are" after salaries and add "is town wide" after dog control.
2. Hamilton Fire Department-3rd sentence-add "the" after with and for. 5th sentence delete "put and up" and add "it could be put" after Maybe and add "the" after to. Last sentence add a comma and the word "but" after anyone.
3. Pedestrian Safety- add "was" after)
4. Library Board-2nd sentence-add "The" in front of Library.
5. Farmers' Market-2nd sentence delete "a" and add suggested after has
6. Airport/Airpark Commission-Wind Turbine-2nd sentence- delete "the" add Senator in front of Schumer and change were to was
7. 2013 Unpaid Taxes- add of in front of \$2962.00
8. Town Budget-Courtroom Rent: change 2013 to 2014.

A **motion** was made by Trustee Kliman to approve the October 15, 2013, minutes as amended. The **motion** was seconded by Trustee Servedio and unanimously carried.

Special Meeting of October 30, 2013: Requested Changes: None. A **motion** was made by Trustee Cooper to approve the minutes as presented. The **motion** was seconded by Trustee Kliman and unanimously carried.

Public Comment: Wanda Warren Berry, 49 University Ave, wondered if the current zoning is out of date for what our Village has become.

Chelly Crouch, representing the Recreation Commission, is proposing an outdoor ice rink at Triangle Park. She submitted a letter to the Board outlining her proposal. A kit would be purchased through fund-raising. The Village insurance would increase by \$330.00 per year. The proposed hours are dawn to dusk. Trustee Cooper was concerned with supervision, wanted to know if other sites were considered, and suggested that the neighbors should be involved in the planning process. A **motion** was made by Trustee Servedio to allow the outdoor skating rink at Triangle Park funded by fund-raising. The **motion** was seconded by Trustee Kliman and unanimously carried.

MAYOR MILLER's REPORT

Colgate Upstate Institute: No report.

The Mayor met with Dean Nelson and Dean Brown to discuss food trucks. Colgate has decided to have the trucks on campus, but no word as to where they would be located on campus.

The Mayor attended a meeting at Colgate where the Master Plan was discussed by the Sasaki Group.

HBA: Trustee Cooper attended a presentation by the PCD who offered suggestions on ways to market a local business including through use of electronic resources such as LinkedIn, MySpace, etc. along with website means.

A meeting has been scheduled for November 25, 2013, with the Planning Board to discuss planning and development in the downtown.

TRUSTEE SERVEDIO's REPORT

Hamilton Police Department: No update.

Hamilton Fire Department: The Chocolate Wreck sign that was being stored in the fire house was put back up in its original location on Monday. Art Zimmer confirmed that is where he wanted it. The Fire Department is exploring grants to replace the self-contained breathing apparatus that is going to expire in about two years. Eighteen of these devices are needed. There is a grant through FEMA that HFD has applied for in the past. The deadline is December 6 to apply.

Hamilton Court: No update

Pedestrian Safety:

Anna Roberts attended as the liaison for the External Affairs Committee for SGA at Colgate.

Lebanon/Eaton/Maple 4-way stop - Susan Marafino said that the compromise was the 4-way stop. There were bump outs into the original Elan study - replaced with 4-way stop. I am requesting information about the Elan study and if the 4-way stop was approved.

I reported to the PSC that the yield sign in front of Village Office was moved to accommodate their request.

Colgate cruiser - make the schedule more available to residents. Julie Dudrick talked about the new mobile App that has the schedule. Jamie Mitchell asked if they could put the cruiser maps in the cruisers for people to take. Anna said that there is a senior who wants to print them and hang them in the business windows. She will reach out to Sami Martinez at Madison Lane to show the residents the schedule and how it would best suit their needs.

Handicap parking spots in the Village - very few now, maybe get some "temporary" signs for use during events on the Village Green. Julie Dudrick said that the parking studies that were done never indicated that anyone had been using those parking spots. She will provide raw data from the study if we want it. The committee suggested having a designated drop off spot for people who need to load or unload handicapped passengers during events.

Pedestrian hazard concerns-Susan Marafino asked about a bike that is lying on its side chained to a tree on Lebanon Street. Needs to be tagged. Kim is going to let the police department know.

4-way stop - information given to me from the Dept. of Transportation.

Tree Committee: No report.

Campus Safety: No report

5 Way Intersection Task Force: No report.

TRUSTEE KLIMAN's REPORT

Library Board: Director Hilary Virgil urged as many board members as possible to attend the County Budget Hearing today at 7 PM in Wampsville. The word from the County is that there will be \$150,000 to divide among the non-profits in the County. In terms of seeking additional funding, Hilary Virgil, Sam Stradling (Treasurer) and/or Dick Carroll (President) have been to 5 Town meetings and to Colgate. They have received no response from Colgate, Brookfield, or Georgetown, while the Town of Hamilton has promised \$2000; \$500 from Lebanon; and \$200 from Madison. The board was quite disappointed by Madison's response since they are the largest user of the Library besides the Town and Village of Hamilton. Administrator Sean Graham and Hilary Virgil have met and reviewed what the Village needs to do in terms of upgrading the technological improvements to the Community Room, which will be paid for by the Library. Administrator Sean Graham has spoken with Randy Weaver and Dave Rhyde and they anticipate no problems. Hilary Virgil and Administrator Sean Graham talked about the Construction Grant at our last Board meeting. Hilary Virgil wanted me to remind the Board that once the amount of the grant is finally confirmed by the State; there are 2 years in which to complete it. She also emphasized that all the Mid-York System libraries were greatly disappointed by the extreme cuts in the amounts funded made by Albany.

Historical Commission: -will meet on Monday, 11/25; if that's when the joint Town and Village Boards meet, I won't be able to attend. From most reports, the meeting on Hamilton history, organized by Jack Loop, with Joan Prindle and Meredith Leland's help, was a great success. I understand it was recorded, but I don't know if or how the recording is available to those who couldn't attend.

Recreation Commission: – The Commission met the last week of October to review the summer recreation program. Harry Jarcho noted that even though this summer's numbers were slightly lower than last year's, the program continues to be strong and popular with many positive comments from parents. Swim lessons seem to be the most popular of the activities offered. The Commission discussed the feasibility of including an "on-line" sign-up process for next year, as well as at least 1 in-person evening. They brainstormed a variety of ideas and Harry agreed to talk to Denny Roy (technology coordinator at HCS) first.

The decline of funding for the Rec. program from the Community Chest was discussed. This represents an overall decrease in their ability to fund the many non-profits who seek funding from it. This decrease will be offset to some degree by an increase in funding from the Town of Hamilton to \$1500 and the new addition of \$500 from Earlville. The Commission reviewed the revised copy of its Charter drawn up by Trustee Kliman and already approved by Anne Marie Weeks, Chair, and Harry Jarcho.

Chelly Crouch brought up the topic of an outdoor skating rink for the Village. The entire Commission thought it was a great idea and would benefit the community's children in many ways. Chelly will follow up on the idea of a rink by talking to Ben Eberhardt, and Administrator Graham. It is clear that the Commission does not have funds to support a skating rink, but all agreed to work towards making it a reality if other village representatives were in favor of it. Once Chelly has information to report, another meeting will be scheduled.

Parks Advisory Committee: the last market was held on November 2; relatively few vendors were present. In its discussions of fees, the **Parks Advisory Committee** wondered if rather than raising the fees to be a vendor, the market might end on the last Saturday in October. I've made it a point to go to the market on its last Saturday for the past 3 years, and have consistently noted that many fewer vendors than are signed up are present on the first Saturday in November.

Mural Commission: No report.

Friends of 4th of July: No report

Farmers' Market: No report

Trails Committee: No report.

Friends of the Symphony: No report

Shared Services Committee: No report

TRUSTEE LURA'S REPORT

MUC:

1. There's a beaver dam that has to be cleared out. The Commission approved the part-time hire of a seasonal worker to do it.
2. There has been some work along Eaton Street.
3. There has been a meeting with Colgate regarding the necessary infrastructure changes/improvements for the proposed CAC.
4. The ATT generator is up and running.
5. The NY Power Authority has some concerns about the electric car charger. Sean has been talking to the Colgate Inn and the donor to see if they can provide an alternative site.
6. The CNYRPDB has a solar power program available but the lower electric costs in the village make it unlikely that anyone would sign up. There are a number of other issues that would have to be worked out if the MUC is required to buy back the excess power.
7. We received the DEC permit for the waste water treatment plant. The MUC has recommended and approved contracting with the MRB group to review the permit and identify issues that may need to be addressed and resolved.

**Resolution #132-2013
MRB Group
Engineering Services For
Draft SPDES Permit Review**

WHEREAS, the Village of Hamilton Municipal Utilities Commission (MUC) has received a proposal from MRB Group to provide professional services to review a draft SPDES issued to the Village of Hamilton Wastewater Treatment Plant (WWTP); and

WHEREAS, the MUC recommends to the Village of Hamilton Board of Trustees (BOT) that they execute the attached agreement with MRB Group to provide said services as stipulated; now

THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees authorizes the Mayor to execute the agreement between the Village of Hamilton and MRB Group for the review of the draft WWTP SPDES permit and submit comments to the MUC; and

BE IT FURTHER RESOLVED, that the total not to exceed cost, without prior written approval of the Village of Hamilton BOT, shall be one Thousand Five dollars (\$1,500.00).

Motion by Trustee Lura, seconded by Trustee Kliman and unanimously carried.

8. There were some issues regarding the sewer manholes on Lebanon. Some will have to be redone.
9. The sidewalks are complete. The State was responsible for their unusually high design.
10. The MUC approved additional task orders for the gas project with Integrity Engineering.
11. The two jobs for the gas project have been advertised, both internally and externally.
12. The MUC approved test borings required by the state on the state highway.
13. The Treasurer reviewed the Bond Anticipation Notes with the Commission.
14. The MUC reviewed possible designs for two MUC banners identifying the Village as a MUC village to be put on two of the new light posts

Streets, Sidewalks and Streetscape: Trustee Lura stated his concerns with the new sidewalks on Lebanon Street.

DPW and Solid Waste Management:

1. The good weather has allowed the crew to get all their winter equipment ready and to complete the fall clean-up activities.
2. Randy Weaver, DPW supervisor, has met with a number of highway departments in the area about the salt brine. We will be selling brine to the Towns of Cazenovia, Lebanon, and Madison as well as Waterville school. Several others have shown interest, including the City of Oneida.
3. The DPW has been completing some cleanup work on Lebanon related to the new street and milling.
4. We loaned our leaf vacuum to the Village of Cazenovia as theirs had broken down.
5. A number of low spots and holes have been filled at the airport from leftover Lebanon street materials. The millings are being stockpiled for a later sale.
6. Signage is up on the snow mobile trail at the airport, although the trail doesn't open until the second weekend in December.
7. DPW supervisor Randy Weaver is beginning to plan for the 2014 budget. A loader is on the replacement schedule.

8. There will be some planning, both operational and budgetary, that will have to take place regarding the use of DPW personnel and equipment for the rollout and operation of the gas utility.

Madison Street Cemetery: No report.

PCD:

1. The PCD board and the PCD principal partners met to review progress and process. Based on that discussion, the PCD board is considering a number of changes to their bylaws, including making the three partners ex officio members of the board.

2. The PCD board has a vacancy and the nominating committee will meet to fill the vacancy.

3. The PCD has requested that the Madison County IDA allow the PCD use a portion of the bond fees from the sale of Colgate's recent bond offering for a micro-grant program.

4. The ten banners have been ordered.

5. The PCD is changing their website to be more inclusive of the area and activities.

TRUSTEE COOPER's REPORT

Economic Development: No report.

Hamilton Initiative: No report.

Zoning Board of Appeals: No report.

Planning Board: No meeting in October. Trustee Cooper attended the Madison County Planning and Zoning Appreciation Banquet that recognized the Village of Cazenovia Planning Board for the renovation of a downtown building, the Brookfield Comprehensive Planning Committee, and the Chittenango Creek Walk and neighborhood Trail Committee that links parts of the village and town.

Airport/Airpark Commission: There are three grants pending: security fence, lighting, and security substation.

Village Administrator Graham reported that because of the delays in approval at the state level, there is concern with the original bidders being able to honor the initial bids. It may mean that these bids will need to be let again due to possible cost changes attributable to the delays encountered in Albany. Mayor Miller has sent letters to senator Valesky and Representative Magee because of the length of time it has taken to get these grants moving. Pilot Rick Bargabos requested signs to alert pilots of the need to reach minimum elevation levels before they begin turns over the village. It was decided to have notices hung in the terminal and hanger areas to see if this mitigates the noise issue. **Wind Turbine:** Commissioner Kliman reported that he had initiated communication with a former college associate who is with the FFA official in Washington to explain the wind turbine issue at the Hamilton Airport but has yet to have any reply.

Administrator Graham said he would contact Attorney Brocks for advice on monitoring the PSC to find out when an application is received at the PSC for the proposed wind turbine and what recourse remains for further considerations in this matter. **Marketing Initiatives-Advertising:** Rick Bargabos suggested a committee be established with representatives from the Village and several surrounding towns and the county to discuss how to market the airport. He said the county and others view the airport as a gateway into the county. Lew Peterson suggested the Airport's Sunday schedule from November through March be changed to 10 AM -4 PM. The Commissioners granted that request

Bridges: November 18, 2013 meeting: The Bridges representations reported on the review of the scoring system that was used to evaluate the most recent round of grant applications. They reported that one of the causes for not being funded was that because the Hamilton Coalition was so recently formed, it did not have sufficient historical data that was required to support the application. The group will begin working on the need to codify decision making, writing bylaws, media effort, logo development, collaboration with PCD, school, Colgate University.

The Committee considered how to communicate its goals and purpose to the community, how to coordinate with Colgate programs that seek to offer alcohol free activities as an alternative to alcohol use and how to provide alternatives to alcohol use during the high school prom season.

Shared Services: No report.

Compost Club: No report.

ZRC: The Committee devoted time on a discussion on the suggested wording for a museum in the B1 zone. This including reference to parking, outdoor activities, landscaping, and other clarifications. Trustee Lura voiced his concern with the ZRC contacting Attorney Stokes regarding possible local laws.

Bike Racks: 11 bike racks have been installed and are in use. Each rack is identified as “Village of Hamilton Bike Rack”. We are still waiting to hear from property owners for placement of remaining racks in the commercial district. Trustee Kliman stated that there are bikes chained to light poles and trees. She stated that they have been there for quite a while and wondered if they could be tagged and removed. Trustee Lura stated the one on Lebanon Street is causing a hazard.

Hamilton Club: The Hamilton Club is considering ways to inform the community of the connection with Alexander Hamilton, for whom the village was named. The target is to have some recognition on January 11, 2014, his birthday. The Hamilton Club will keep the Board informed.

Madison County Planning: Last Friday Trustee Cooper attended a county-wide training session for elected officials, fire department leaders, State Police, SEMO, Madison County Sheriff, and village police departments. The topic used the recent flooding in the City of Oneida as a model for an Incident Command multi agency response to a physical crisis in a community. County Emergency preparedness Coordinator Joe DeFrancisco, designed and led the exercise.

Hamilton Gateway Signs: I met with Colgate Associate Vice President Joanne Borfitz and Associate Director of Colgate University Facilities Joe Bello and they have endorsed the location for the Welcome to Hamilton Gateway sign. I also have a letter signed by Hamilton Business Alliance President Reg Wilson, presenting a donation of a gift of two gateway “Welcome to Hamilton” signs for the Village of Hamilton. Pending approval from the NYS Department of Transportation authorizing placement of the two signs on the state right of way on Route 12B, I request the Hamilton Village Board accept this gift.

Resolution No. #131-2013 Acceptance of Village of Hamilton Gateway Signs

WHEREAS, the Village Board desires to convey the Village as a community that welcomes visitors and recognizes the economic impact of tourism, and

WHEREAS, the Village Board seeks to promote identification of the Village as embracing all who choose to live and work in the community, and

WHEREAS, the Village of Hamilton BOT has determined that the north entrance sign, shall be placed on village property just north of the Wendt University Inn, and the south entrance sign on Colgate University property north of Preston Hill Road directly across from Community Memorial Hospital; and

WHEREAS, both signs shall be constructed and installed to meet all New York State Department of Transportation and MUTCD regulations;

NOW THEREFORE, BE IT RESOLVED that the Village Board by this action does accept the gift presented by The Hamilton Business Alliance as a gift to the Village of Hamilton, and

NOW BE IT FURTHER RESOLVED, that, upon the receipt of the signs the Village of Hamilton shall become the owners of said signs and shall have full and complete responsibility for maintenance of the signs.

Motion by Trustee Cooper, seconded by Trustee Kliman and carried

On December 4th, there will be a meeting by Colgate to discuss the deer problem in the Village.

On December 3rd the Rotary will have a meeting to discuss the proposed merger.

ADMINISTRATOR GRAHAM's REPORT

New Business

Administrator Graham reported the Sacco closing will be December 3, 2013.

WWTP: A 30 day extension is being asked for because of a delay in material delivery.

Resolution #133-2013 Integrity Engineering PLLC. Natural Gas Project Task Order #11

WHEREAS, the Village of Hamilton Board of Trustees (BOT) recently approved an agreement between the Village of Hamilton and Integrity Engineering, to provide professional engineering services as stipulated in the proposal; and

WHEREAS, the Village of Hamilton Municipal Utilities Commission (MUC) has reviewed Task Order #11 as part of the initial Integrity Agreement; and

WHEREAS, the MUC recommends to the Village of Hamilton Board of Trustees that they execute the attached agreement with Integrity Engineering to provide said services as stipulated in the attached agreement; now

THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees authorizes the Mayor to execute Task Order #11 between the Village of Hamilton and Integrity Engineering; and

BE IT FURTHER RESOLVED, that the total not to exceed cost for Task Order #11, without prior written approval of the Village of Hamilton Board of Trustees, shall be Eight Thousand Five Hundred and Seventy dollars (\$8,570.00); and

BE IT FURTHER RESOLVED, that Integrity shall provide six black and white copies of the contact bid documents and six 11'X17" color copies of the project drawings; and

BE IT FURTHER RESOLVED, that any additional copies of bid specification shall be billed to the village at Thirty Five dollars (\$35.00) each and each set of colored plans 11"x17" shall be billed at Eighty Five dollars (\$85.00) each.

Motion by Trustee Lura, seconded by Trustee Servedio and unanimously carried

**Resolution #134-2013
Integrity Engineering PLLC.
Natural Gas Project
Task Order #12**

WHEREAS, the Village of Hamilton Board of Trustees (BOT) recently approved an agreement between the Village of Hamilton and Integrity Engineering, to provide professional engineering services as stipulated in the proposal; and

WHEREAS, the Village of Hamilton Municipal Utilities Commission (MUC) has reviewed Task Order #12 as part of the initial Integrity Agreement; and

WHEREAS, the MUC recommends to the Village of Hamilton Board of Trustees that they execute the attached agreement with Integrity Engineering to provide said services as stipulated in the attached agreement; now

THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees authorizes the Mayor to execute Task Order #12 between the Village of Hamilton and Integrity Engineering; and

BE IT FURTHER RESOLVED, that the total not to exceed cost for Task Order #12, without prior written approval of the Village of Hamilton Board of Trustees, shall be Ten Thousand dollars (\$10,000.00); and

BE IT FURTHER RESOLVED, that Integrity shall invoice the Village on actual hours worked.

Motion by Trustee Lura, seconded Trustee Cooper and unanimously carried.

TREASURER HENDERSON's REPORT

**Resolution # 135-2013
Justice Court Audit**

WHEREAS, on October 23, 2013, Trustees Servedio and Treasurer Henderson preformed an audit of the Village of Hamilton Court for the June 1 2012 through May 31, 2013 fiscal year, as required by Section 2019-a of the Uniform Justice Court Act; and

WHEREAS, one case was selected and traced from court docket and payment of fine to submission of fine to the NYS Comptrollers' office; and

WHEREAS, the deposits and payments to the Village of Hamilton from the Village court agree with the annual court report; and

WHEREAS, cash receipt records with supporting documents, cash disbursement records with supporting documents and bank statements with supporting documents were reviewed and found to be accurate; and

WHEREAS, based on the above findings Trustee Servedio and Treasurer Henderson are confident the funds held by the Village of Hamilton court are secure and are handled in an appropriate manner.

NOW BE IT RESOLVED, the Village of Hamilton Board of Trustees acknowledges that the required

audit was conducted and directs Treasurer Henderson to provide a copy of the audit and this resolution to the New York State Office of Court Administration.

Motion by Trustee Cooper, seconded by Trustee Kliman and unanimously carried.

**GENERAL FUND BUDGET MODIFICATION
&
RECREATION FUND BUDGET MODIFICATION**

Transfer from General Fund Surplus to Recreation Fund Interfund Transfers

FINANCE RESOLUTION NO. 136-2013

WHEREAS, the Village has received invoices for New York State Unemployment that relate to the Recreation Youth Program, which will require a transfer from General Fund for \$1,110.00 to the Recreation Fund; and

WHEREAS, the 2013-2014 Recreation Fund budget has exceeded the budgeted amount for the Unemployment appropriation (08-5-9050.800) to cover this year's expenses,

NOW THEREFORE BE IT RESOLVED, that the Recreation Fund – Unemployment (08-5-9050.800) appropriation line item and the Interfund Transfer revenue (08-4-5031.000) line item of the 2013-2014 budget be increased by 1,110.00.

FURTHERMORE BE IT RESOLVED that the General Fund – Contingency be decrease and the Interfund Transfer appropriation be increased by the 1,110.00 to reflect the transfer to the Recreation Fund
Motion by Trustee Servedio, seconded by Trustee Kliman and unanimously carried.

GENERAL, ELECTRIC & NATURAL GAS FUND BUDGET MODIFICATION

Purchase Orders from 2012-2013 Fiscal Year into the 2013-2014 Fiscal Year

FINANCE RESOLUTION NO. 137-2013

WHEREAS, it has come to the Village's attention that the purchase orders for the 2012-2013 fiscal year were created and "rolled" into the new 2013-2014 fiscal year for the purpose to encumber funds from one year into the next; and

WHEREAS, the 2012-2013 fiscal year has been completed and the net effect of the total revenues minus expenditures, for each fund, were accounted for in their respective 2012-2013 fund balances; and

WHEREAS, the 2013-2014 budget does not reflect the 2012-2013 funds from the rolled purchase orders and budget adjustments are required in order to reflect the 2012-2013 encumbrances,

NOW	01-5-1325.440	562.45
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THEREFOR
E BE IT
RESOLVED,
that following
line items be
increased to

reflect the
2012-2013
encumbrances
and fund
balance of the
appropriate
fund balances
be decreased

01-5-3120.440	997.50
01-5-7110.480	996.58
01-5-5110.490	800.00
01-5-8170.490	137.18
01-5-5110.455	111,230.88
01-5-5142.410	1,294.30
01-5-3410.400	102.00
01-5-5110.200	6,820.90
01-5-3310.410	654.00
General Fund	123,595.79
03-5-5610.410	498.29
Airport Fund	498.29
04-5-8341.400	7,158.62
04-5-8341.400	17,770.38
04-5-8341.400	6,440.00
04-5-8341.400	1,330.00
Electric Fund	32,699.00
06-5-8130.400	1,000.00
Sewer Fund	1,000.00
10-5-8430.440	45,515.00
10-5-8430.440	32,297.94
10-5-8430.440	21,857.15
10-5-8430.440	15,203.69
10-5-8430.440	6,291.05
Natural Gas Fund	121,164.83

Motion by Trustee Lura, seconded by Trustee Servedio and unanimously carried

Sales Tax Report: Was reviewed and accepted

Justice Reports: Were reviewed and accepted.

Bid Confirmation Sheet: Was reviewed and accepted

Flood Insurance: A motion was made by Trustee Cooper to approve the quote by Mang Insurance that would reduce our policy premium but increase our deductible. The motion was seconded by Trustee Kliman and unanimously carried.

Garam Group: There will be a price increase as of January 1, 2014. We can purchase a block of hours at the old rate. The Board approved the purchase of 100 hours at the 2013 rate.

Conference Request: A motion was made by Trustee Lura to grant Treasurer Henderson's request to attend the GFOA Central Region Seminar on December 6, 2013, for \$105.20. The motion was seconded by Trustee Servedio and unanimously carried.

NBT: Treasurer Henderson attended a seminar and learned that there is a product that allows an insured cash sweep service that allows the bank to invest, federally insured, which gives us a better interest rate. A motion was made by Trustee Lura to approve the use of this service and to add it to our investment policy. The motion was seconded by Trustee Servedio and unanimously carried.

Claims: Treasurer's Report

Resolution NO. 138- 2013

At a regular or special meeting of the Board of Trustees for the Village of Hamilton, upon motion duly made and seconded, the following Resolution was adopted by a majority of the Board present entitled to vote thereon:

RESOLVED, By the Board of Trustees of the Village of Hamilton that the below listed Abstracts are approved.

<u>Abstracts</u>			<u>Check</u>
<u>Date</u>			
General			
	5d	21,409.94	10/25/13
	6a	16,970.05	11/1/13
	6b	16,955.12	11/8/13
	6c	15,948.22	11/15/13
	6d	16,867.94	11/22/13
	Paid Expenses	4,451.36	
Vouchers	6A	139,421.25	Monthly
	(Includes NYS Retirement \$63,913.00)		
Airport			
	5d	370.78	10/25/13
	6a	1,080.71	11/1/13
	6b	466.60	11/8/13
	6c	363.19	11/15/13
	6d	384.54	11/22/13
	Paid Expenses	31,211.02	
Vouchers	6A	4,907.39	Monthly
	(Includes NYS Retirement \$4,168.00)		

Electric	5d	7,648.86	10/25/13
	6a	5,013.17	11/1/13
	6b	6,177.93	11/8/13
	6c	5,867.01	11/15/13
	6d	5,946.39	11/22/13
	Paid Expenses	2,274.02	
Vouchers	6A	222,724.59	Monthly
	(Includes NYS Retirement \$88,466.00)		
Water	5d	1,833.10	10/25/13
	6a	1,618.98	11/1/13
	6b	1,721.32	11/8/13
	6c	5,347.45	11/15/13
	6d	5,573.28	11/22/13
	Paid Expenses	2,263.68	
Vouchers	6A	30,253.46	Monthly
	(Includes NYS Retirement \$20,962.00)		
Sewer	5d	3,345.97	10/25/13
	6a	2,919.31	11/1/13
	6b	3,212.58	11/8/13
	6c	2,775.35	11/15/13
	6d	3,046.78	11/22/13
	Paid Expenses	837.68	
Vouchers	6A	57,917.51	Monthly
	(Includes NYS Retirement \$33,948.00)		
Recreation	Paid Expenses	0.00	
Vouchers	6A	1,420.60	Monthly
	(Includes NYS Retirement \$1,302.00)		
Natural Gas	5d	22.11	10/25/13
	Paid Expenses	0.00	
Vouchers	6A	57,394.49	Monthly

Trust & Agency			
	Paid Expenses	1,944.85	
Vouchers	6A	1,020.00	Monthly
Airport Capital			
Vouchers	6A	11,038.57	Monthly
Lebanon Street Capital			
Vouchers	6A	849,219.29	Monthly
Motion by Trustee Lura, seconded by Trustee Cooper and unanimously carried.			

Resolution NO. 139-2013

At a regular or special meeting of the Board of Trustees for the Village of Hamilton, upon motion duly made and seconded, the following Resolution was adopted by a majority of the Board present entitled to vote thereon: RESOLVED, By the Board of Trustees of the Village of Hamilton that the below listed transfers are approved.

October Transfers

General

FROM:	5-1990.470	Contingency	-5,527.00
TO:	5-3120.100	Police – Personal Services	5,527.00
		(2.5% increase per PBA Union Contract)	
FROM:	5-1990.470	Contingency	-6,687.00
TO:	5-5110.100	Street Maintenance – Personal Services	6,687.00
		(2.5% increase per DPW Union Contract)	
FROM:	5-1990.470	Contingency	-104.77
TO:	5-1010.470	Board/Trustees – Other Expenses	104.77
FROM:	5-1210.400	Mayor - Schools, Conf & Dues	-10.48
TO:	5-1210.470	Mayor – Other Expenses	10.48
FROM:	5-1990.470	Contingency	-4,663.43
TO:	5-1910.470	Unallocated Insurance	4,663.43
FROM:	5-3120.490	Police - Vehicle Expense	-500.00
TO:	5-3120.410	Police – Materials & Supplies	500.00
FROM:	5-5110.410	Street Maint. – Materials & Supplies	-5,000.00
TO:	5-5110.490	Street Maint. – Vehicle Expense	5,000.00
FROM:	5-7110.470	Parks Maint. – Other Expenses	-100.00
TO:	5-7110.410	Parks Maint. – Materials & Supplies	100.00
FROM:	5-1990.470	Contingency	-2,800.00

TO:	5-7550.470	Celebrations – Other Expenses	2,800.00
FROM:	5-8160.410	Refuse Coll & Disp- Materials & Supplies	-200.00
TO:	5-8160.470	Refuse Coll & Disp – Other Expenses	200.00
FROM:	5-1990.470	Contingency	-60.00
TO:	5-8510.470	Community Beautification – Other Expenses	60.00

Airport

FROM:	5-5610.410	Airport – Materials & Supplies	-75.00
TO:	5-5610.470	Airport – Other Expenses	75.00

Electric

FROM:	5-9710.700	Serial Bonds - Interest	-146.18
TO:	5-9710.000	Interest on Debt	146.18

Water

FROM:	5-1990.470	Contingency	-1,340.00
TO:	5-8320.100	Source of Supply – Personal Services (2.5% increase per MUC Union Contract)	1,340.00

FROM:	5-1990.470	Contingency	-1,595.00
TO:	5-1910.470	Unallocated Insurance	1,595.00

FROM:	5-8310.470	Admin – Other Expenses	-249.42
TO:	5-8310.440	Admin Contract Prof & Tech	249.42

FROM:	5-8340.410	Trans & Dist. – Materials & Supplies	-100.00
TO:	5-8340.400	Trans & Dist. Schools, Conf & Dues	100.00

Sewer

FROM:	5-1990.470	Contingency	-2,662.00
TO:	5-8130.100	Sewage Trt. & Disp. – Personal Services (2.5% increase per MUC Union Contract)	2,662.00

FROM:	5-1990.470	Contingency	-88.00
TO:	5-1910.470	Unallocated Insurance	88.00

FROM:	5-1990.470	Contingency	-1,000.00
TO:	5-8110.440	Admin – Contract Prof & Tech	1,000.00

FROM:	5-1990.470	Contingency	-150.00
TO:	5-8120.410	Sanitary Sewers – Materials & Supplies	150.00

Natural Gas

FROM:	5-8430.440	Nat Gas – Contract Prof & Tech	-11.00
TO:	5-8430.470	Nat Gas – Other Expenses	11.00

Motion by Trustee Lura, seconded by Trustee Servedio and unanimously carried.

REVISED Treasurer's Report

Treasurer Henderson explained to the Trustees that changes were made to the Abstracts that were approved last month as outlined in the report below.
 October 15, 2013

<u>Abstracts</u>			<u>Check</u>
<u>Date</u>			
General			
	4d	22,358.41	9/27/13
	5a	17,408.11	10/4/13
	5b	15,974.28	10/11/13
	5c	17,065.67	10/18/13
	Paid Expenses	5,455.21	5,360.45
	5A	81,890.69	Monthly
Vouchers			
Airport			
	4d	724.70	9/27/13
	5a	382.17	10/4/13
	5b	1,280.24	10/11/13
	5c	573.37	10/18/13
	Paid Expenses	17,288.82	
	5A	2,429.56	Monthly
Vouchers			
Electric			
	4d	7,147.56	9/27/13
	5a	6,624.83	10/4/13
	5b	4,960.97	10/11/13
	5c	5,618.35	10/18/13
	Paid Expenses	28,343.61	
	5A	117,681.35	Monthly
Vouchers			
Water			
	4d	1,516.68	9/27/13
	5a	1,536.32	10/4/13
	5b	3,126.48	10/11/13
	5c	2,228.36	10/18/13
	Paid Expenses	859.19	352.71
	5A	2,916.68	Monthly
Vouchers			
Sewer			
	4d	1,952.98	9/27/13
	5a	3,183.14	10/4/13
	5b	2,987.68	10/18/13
	Paid Expenses	923.46	
	5A	31,608.86	Monthly
Vouchers			

Natural Gas	4d	702.65	9/27/13
	Paid Expenses	41,333.50	39,348.50
Vouchers	5A	57,684.16	Monthly
Trust & Agency	Paid Expenses	1,944.85	
Vouchers	5A	1,585.00	Monthly
Veteran's Memorial			
Vouchers	5A	18.00	Monthly
Airport Capital			
Vouchers	5A	13,367.38	Monthly
SRE Building			
Vouchers	5A	100.00	Monthly
Lebanon Street Capital			
Vouchers	5A	352,412.23	Monthly

NEW BUSINESS

1. **CEO Contract:** This will continue as a month by month contract.
2. **Banners:** No update.
3. **Electric Car-Charging Station:** Administrator Graham reported that according to law a municipality cannot own the charging station. He has approached the Colgate Inn and they will be installing the charging unit on their property. The IEEP will fund the installation.
4. **Utica Street Gas Station-County Owned:** No action taken.
5. **Food/Peddler Service Permits:** The Board would like two separate permits. Attorney Stokes will work on.
6. **Parking Officer:** Four applications were received and are being reviewed by Sergeant Worthley.

7. **Marriage Certificates:** The Board determined that since the Village does not receive revenue from marriage licenses, they will no longer pay for the purchase of the certificates.
8. **Proposed Local Law:** Attorney Stokes reviewed the differences between the two laws presented. Both drafts require a site plan review. The definitions were reviewed and modified, off street parking, classrooms, employee parking requirements, loading facility, accessory uses were all discussed. The Trustees agreed to a permitted use with Special Conditions. Attorney Stokes will make changes and email the revised draft to the Trustees. A **motion** was made by Trustee Lura to schedule a public hearing for the proposed local law on December 17 at 7pm, at the regular Board meeting. Seconded by Trustee Kliman and unanimously carried.
9. **Executive Session:** A **motion** was made by Trustee Cooper to enter into an executive session at 10:10pm to discuss potential litigation. The **motion** was seconded by Trustee Kliman and unanimously carried. A **motion** was made by Trustee Cooper to exit the executive session at 10:20pm. The **motion** was seconded by Trustee Kliman and unanimously carried.

OLD BUSINESS

1. **Charters-** Historical Commission
2. **Capital Projects:** A meeting has been scheduled for November 25, 2013, with the Planning Board to discuss planning and development in the downtown.
3. **7 Enos Ave:** No update. The Mayor will call Mr. Keith.
4. **Fees:** Tabled
5. **Sidewalks:**Tabled
6. **Kiosk Rules:** Will be removed from agenda
7. **Tasers:** Tabled.
8. **Disbanding of Mural Commission:** Will be removed from agenda
9. **Madison Lane Negotiations:** Tabled.
10. **Longevity:** A **motion** was made by Trustee Servedio to grant longevity to the 2 employees who do not currently receive it, effective on their anniversary date. The **motion** was seconded by Trustee Kliman and unanimously carried.

Adjournment

There being no further business to come before the Board, Trustee Servedio made a motion to adjourn. The motion was seconded by Trustee Lura and carried. The meeting adjourned at 10:20p.m.

Respectfully submitted,
Kim Taranto