

**1 Village of Hamilton  
Board of Trustees  
Regular Meeting of March 18, 2014  
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 (6:35p.m.); Village Administrator Sean Graham; Village Clerk Alana Scheckler

**Public Present:** Sally Lura; Peter Kohler, 114 Broad Street

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

**Approval of Agenda:** Changes requested:

1. CEO Retirement and Administrative Assistant under new business.
2. Change the date on the Agenda from March 3 to March 18

A **motion** was made by Trustee Cooper to approve the agenda as amended. The **motion** was seconded by Trustee Servedio and unanimously carried.

**Approval of Minutes of the February 18, 2014 Regular Meeting:** Requested Changes:

1. Mayor's Report-3<sup>rd</sup> paragraph-add "in a " after "participated"
2. ZRC-change "have" to "are"
3. DPW-#4-add "Town of" in front of "Lebanon"
4. Pedestrian Safety-change "ask" to "asking", "which" after "College", "waking" to "walking"
5. Jim Stokes-Developer Fees-last sentence-change "A" to "The"

A **motion** was made by Trustee Kliman to approve the February 18, 2014, minutes as amended. The **motion** was seconded by Trustee Servedio and unanimously carried.

**Approval of Minutes of the March 3, 2014 Special Meeting:** A **motion** was made by Trustee Cooper to accept the minutes as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

**Public Comment:** Peter Kohler, representing 114 Broad Street-Phi Delta, explained their plans to hold a memorial concert for Luke Stalker who passed away. There will be no alcohol. The speakers will be placed facing the Colgate soccer fields, the DJ will be instructed to curb the foul language. The Mayor stated that this request falls in the parameters of a permit, not a variance so no public hearing is needed.

**Color Run:** Representatives from Delta, Delta, Delta came before the Board to ask permission to have a color run, Krutica Ravi and Rachelle Ehrman, for St. Jude's on March 29, 2014, from 2-4pm. They anticipate 250 participants. They will be contacting Chief Gifford, the Town of Hamilton, the Sheriff's Department and campus safety.

**MAYOR MILLER's REPORT**

**Colgate Upstate Institute:** No report.

**HBA:** See Trustee Cooper's report.

The Mayor reported she will meet with Dean Nelson and Dean Brown on 3/20/14 to discuss Colgate's master plan and student housing.

Discussion continues with Mr. Birnie and possible locations for a new building. Mr. Birnie toured the Village's DPW facility.

The Mayor will be out of town from March 27-April 7, 2014.

## **TRUSTEE COOPER's REPORT**

**Economic Development:** No report.

**Hamilton Initiative:** No report.

**Zoning Board of Appeals:** No report

**Planning Board:** No report

### **Airport/Airpark Commission:**

**Security Substation/Fence:** Administrator Graham reported no new information has been received since the last meeting.

**Airport Signs:** Trustee Cooper reported that the Village Board approved the two proposed gateway signs for the Airport along with the recommendation for adding the elevation above sea level to the signs. The Commission is waiting to learn the cost for lighting one or both signs for greater night visibility.

**Marketing:** Commission Chair Albrecht and Trustee Cooper shared thoughts on the discussion for developing a marketing plan, including an approval process for implementation of a suggested proposal from the Marketing Group. There was agreement that any suggested plan adhere to the original concept for the Airport-Airpark known as the "Preferred Uses-Hamilton Airpark" plan. Administrator Graham reported that the Village Board has requested that Trustee Cooper to prepare a draft of the charge for review by the APC and Trustees for the Marketing Plan Group to delineate the expectations for the mission of the Marketing Group.

**Hillman Extension Update:** The Commission discussed Mr. Hillman's purchase of the land and his plan to build. It was agreed that a letter inviting Mr. Hillman to the next meeting to update the Commission was in order.

**Charter:** The proposed changes to the APC charter were discussed. Chairman Albrecht asked that it be noted for the record that the Commissioners are just now learning of a proposal to change the charter and that they will need time to consider such a proposal. Until there is further discussion, at this time the Commission sees no advantage to having a separate committee for the Airpark. The Commission will review and propose changes to the "Preferred Uses" document for April's meeting.

**5K Fun Run:** The Commission revisited the Clean Water Coalition at Colgate University request to have a 5 K run on a pre-determined course around the airport property on April 13 to benefit the Chenango Canal Association.

**Bridges:** Meeting was postponed because of bad weather.

**Shared Services:** No report.

**Compost Club:** No report.

**ZRC:** We have continued our review of the residential zone with a focus on ancillary dwellings and the expansion of a section covering zoning code definitions. Secretary Taranto is becoming familiar with the process for using the Google Docs system that will allow for timelier processing of suggested changes during the work session. We submitted to the Planning Board for their March meeting recommendations for changes to the sign regulations after first having the CEO offer his commentary.

**Hamilton Business Alliance:** President Reg Wilson reported that the membership in the HBA is currently 80. The mission continues to increase cooperation and collaboration among local businesses to strengthen and enhance the business climate in and around Hamilton.

## **TRUSTEE KLIMAN's REPORT**

**Library Board:** National Library Week is April 13-19. Hilary and the staff are planning various special events for that week. The Friends group has finally completed all legal work necessary for them to become

a 501-C3 organization. Now they have to wait for Albany to process the work and actually grant this status.

**Historical Commission:** The March meeting is next Monday. The Commission is having a work morning on 3/22 which will mostly involve the continuing organization of the Commission's rooms.

**Recreation Commission:**

A meeting was held on March 9. The Commission was extremely pleased that the Village has included money in the DPW budget for the ice pond, and believes it will have no difficulty raising the \$1500 which the Village has requested. It was also grateful to DPW Supervisor Randy Weaver and his crew for the work they've expended on the pond this year and for DPW Randy Weaver's plan for storing the rink over the spring and summer. Chairperson Weeks has written to Supervisor Shwartz, requesting a contribution from the Town to help support the rink; nothing was said about it at last week's Town meeting and Trustee Kliman is not sure Town Supervisor Shwartz has had a chance to read it by the meeting time.

All the feedback from the Winter Rec program was very positive. The Commission began discussing plans for the summer program. The three on-site coordinators (swimming, tennis, and arts and crafts) are all returning from last year. Harry Jarcho will soon begin asking counselors from last year if they want to return this summer, then, if necessary, will begin advertising for new ones. He noted that the minimum wage in NYS is now somewhat higher than last year's, which will have some impact on the budget.

Signups for the new Flag Football program have taken place; 23 children signed up. Practice will be from 11-12:30pm on Saturdays and there will be a small fee levied on each participant (provisions will be made for anyone who is unable to pay).

One member of the Commission is planning to take a course on teaching yoga to children and she wondered if this could be included as an option for the summer program at Eaton Street. All agreed it would be a good addition.

Trustee Lura suggested having a resolution congratulating the Hamilton Central girls' basketball team for first time ever going to State Final 4. The team will be invited to the next Trustees meeting for presentation. The motion was seconded by Trustee Cooper and carried.

**Parks Advisory Committee:** Trustee Kliman reported the committee would like to plant 21 dwarf grass plants by the fountains to replace plants that have died at a cost of approximately \$500.00. A **motion** was made by Trustee Kliman to approve the purchase of 21 dwarf grass plants at a cost not to exceed \$500.00 around the fountain in the Village Green. The **motion** was seconded by Trustee Lura and unanimously carried.

**Mural Commission:** No report.

**Friends of 4<sup>th</sup> of July:** No report.

**Farmers' Market:** Applications are being sent out this week.

**Trails Committee:** No report.

**Friends of the Symphony:** We are continuing to meet. Rich Cohen has discussed some possible program changes with Jon Garland of Symphor!a. I am investigating possible rain locations. We've been lucky with the weather for 6 years and are afraid our luck will run out some time! Sue McVaugh worked up a tentative budget for Mary Ann.

**Shared Services Committee:** No report.

**Public Hearing-Amend Code 174 with respect to Application Fees:** Mayor Miller opened the public hearing at 7:00pm. There were no comments from those present. The public hearing was closed at 7:01pm. Because we have not heard back from the County, the Board has decided to table until April 15, 2014.

## **TRUSTEE LURA'S REPORT**

### **MUC:**

1. Work has been done at the Payne Brook pump house.
2. A motion was made by Trustee Cooper to accept the MUC resolution authorizing Administrator Graham as MEUA delegate for the Village of Hamilton. The motion was seconded by Trustee Cooper and unanimously carried.
3. There has been a complaint from a village resident regarding Colgate stadium lights being on all the time. Administrator Graham contacted Colgate's Paul Fick who reported that they are controlled by a company in California and it is for athlete's safety.
4. Natural Gas: the County is asking why the Town of Madison is not going to get the infrastructure for gas.

**Streets, Sidewalks and Streetscape:** No report.

### **DPW and Solid Waste Management:**

1. DPW Supervisor is looking for a used loader
2. The crew is clearing brush around the site where the garage will go.
3. The crew is performing the normal maintenance to equipment.
4. There is an interview scheduled for the MEO position on Monday at 9am.
5. The Lebanon Street asphalt company will be contacted regarding some issues.
6. In the DPW building, the break room has been painted and new tile has been installed.
7. Madison County is hosting an E-Waste recycling at the DPW on April 22.

**Madison Street Cemetery:** No report.

**PCD:** No meeting. The housing committee and by-laws committee continue to meet. The housing committee visited a housing community in Clinton called the Villas. There was a question regarding membership by-laws regarding the Trustee on the PCD Board.

## **TRUSTEE SERVEDIO'S REPORT**

**Hamilton Police Department:** Sgt. Worthley is attending Supervisor's school which is a three week mandatory training that's required within one year after being promoted. Chief Gifford and Officer Janczak are working to cover while Sgt. Worthley is away.

**Hamilton Fire Department:** Chief Holcomb is still working on quotes for remodeling the communications room.

**Hamilton Court:** \$5,800 JCAP grant was awarded for a video security system (cameras, recording equipment, etc.) and for a new front door for the courthouse. Trustee Cooper submitted this grant last fall.

**Pedestrian Safety:** next meeting is scheduled for March 25

**Tree Committee:** No report.

**Campus Safety:** Campus Safety - students are away this week for spring break. The next large event on campus is Entrepreneur weekend April 11-12.

**5 Way Intersection Task Force:** No report.

## **ADMINISTRATOR GRAHAM'S REPORT**

**Norm vonWettberg request:** Tabled until April when Mr. vonWettberg returns from out of town.

**NYPA:** Administrator Graham reported he received word that effective May 1, 2014, the demand will be increasing to 4%. Administrator Graham has put a call into the Director for the reason why this is happening.

**WWTP:** The DEC has contacted Administrator Graham regarding the TMDL's. He believes the DEC is concerned we are going to pursue litigation.

**Resolution #28-2014  
Integrity Engineering PLLC.  
Natural Gas Project  
General Engineering Services  
Task Order #15**

**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 #15 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 General Engineering 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 #15 between the Village of Hamilton and Integrity Engineering; and

**BE IT FURTHER RESOLVED,** that the total not to exceed cost for Task Order #15, without prior written approval of the Village of Hamilton Board of Trustees, shall be Twenty Three Thousand dollars (\$23,000.00); and

**BE IT FURTHER RESOLVED,** that Integrity shall invoice the Village on actual hours worked. Motion by Trustee Kliman, Second by Trustee Lura and unanimously carried.

**New York Municipal Power Agency (NYMPA):** Solvay Bank is asking for a membership acknowledgement. A **motion** was made by Trustee Lura to authorize the Mayor to execute the agreement. The **motion** was seconded by Trustee Kliman and unanimously carried.

**TREASURER HENDERSON's REPORT**

**Ice Rink:** Treasurer Henderson reported we received \$100.00 in donations this past month. A motion was made by Trustee Lura to accept the donations. The motion was seconded by Trustee Servedio and unanimously carried.

GENERAL FUND BUDGET MODIFICATION  
Sale of Equipment – (01-4-2665.000)  
&  
Traffic Control - Equipment (01-5-3310.200)  
RESOLUTION NO. #29-2014

**WHEREAS** the Village of Hamilton Board of Trustees, at their regularly scheduled meeting held March 18, 2014, agreed that the funds received as a trade-in for the 2013 Toolcat 5600 with Bucket of 54,463.00, for the Department of Public Works, should be used toward the purchase of a 2014 Toolcat 5600 F-Series with Bucket for a purchase price of 57,016.00; and

**WHEREAS,** these revenue funds were not and could not have been budgeted for in the 2013-2014 budget

in the Sale of Equipment Revenue line item (01-4-2665.000); and

**WHEREAS**, the funds will reduce the purchase price of the 2014 Toolcat 5600 F-Series with Bucket to a net of 2,553.00.

**NOW THEREFORE BE IT RESOLVED**, that the 2013-2014 budget be amended to increase the Sale of Equipment (01-4-2665.000) Revenues and the Traffic Control - Equipment (01-5-3310.200) Appropriation line item of the 2013-2014 budget by \$54,463.00, which will net a purchase cost of 2,553.00 for the 2014 Toolcat 5600 F-Series with Bucket.

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

**GENERAL FUND BUDGET MODIFICATION**

Sale of Equipment – (01-4-2665.000)

&

Recycling - Equipment (01-5-8189.200)

**RESOLUTION NO #30- 2014**

**WHEREAS** the Village of Hamilton Board of Trustees, at their regularly scheduled meeting held March 18, 2014, agreed that the funds received as a trade-in for the 2013 S750 Bobcat Skid-Steer Loader of 39,500.00, for the Department of Public Works, should be used toward the purchase of a 2014 S750 Bobcat Skid-Steer Loader (IT4) for a purchase price of 40,633.00; and

**WHEREAS**, these revenue funds were not and could not have been budgeted for in the 2013-2014 budget in the Sale of Equipment Revenue line item (01-4-2665.000); and

**WHEREAS**, the funds will reduce the purchase price of the 2014 S750 Bobcat Skid-Steer Loader (IT4) to a net of 1,133.00.

**NOW THEREFORE BE IT RESOLVED**, that the 2013-2014 budget be amended to increase the Sale of Equipment (01-4-2665.000) Revenues and the Recycling - Equipment (01-5-8189.200) Appropriation line item of the 2013-2014 budget by \$39,500.00, which will net a purchase cost of 1,133.00 for the 2014 S750 Bobcat Skid-Steer Loader (IT4).

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

**GENERAL AND AIRPORT FUND BUDGET MODIFICATIONS**

General – Sales of Equipment – (01-4-2665.000)

Airport - Sale of Equipment – (03-4-2665.000)

&

Airpark – Equipment (01-5-5610.200)

Parks – Equipment (01-5-7110.200)

Cemetery - Equipment (01-5-8810.200)

**RESOLUTION NO #31-2014**

**WHEREAS**, the Village of Hamilton Board of Trustees, at their regularly scheduled meeting held March 18, 2014, agreed that funds received as a trade-in of the 2010 Kubota Tractor in the amount of 34,243.00, for the Department of Public Works, be distributed in the same manner as the purchase of the 2010 Kubota Tractor, which was 50% General Fund and 50% Airport; and

**WHEREAS**, the revenue of 17,121.50 for the General fund and 17,121.50 for the Airport Fund, were not and could not have been budgeted for in the 2013-2014 budget in the Sale of Equipment Revenue line items of 01-4-2665.000 & 03-4-2665.000, respectively; and

**WHEREAS**, the Department of Public Works is purchasing a 2014 Kubota L546DHSTC Tractor in the

amount of 44,543.00 with the distribution to be to the General Fund's Airpark – Equipment 10,810.59 (24.27%), Parks – Equipment 32,538.66 (73.05%) & Cemetery - Equipment 1,193.75 (2.68%) with the net purchase from the Trade-in resulting in a cost of 10,300.00; and

WHEREAS, an increase in the appropriation line items for the Airpark – Equipment by 8,254.59 , the Parks – Equipment by 31,591.85 & the Cemetery - Equipment by 19,030.75, to reflect the purchase of the 2014 Kubota L546DHSTC Tractor is required; now

THEREFORE BE IT RESOLVED, that the 2013-2014 budget be amended to increase the General & Airport Fund's Sale of Equipment (01-4-2665.000 & 03-4-2665.000) Revenues for 17,121.50 each;

ALSO, BE IT RESOLVED, that the General Fund Appropriation line item of the 2013-2014 budget for the Airpark - Equipment (01-5-5610.200) be increased by 8,254.59, Parks – Equipment (01-5-7110.200) be increased by 31,591.85 and Cemetery - Equipment (01-5-8810.200) be increased by 12,235.43. Motion by Trustee Lura, seconded by Trustee Kliman and unanimously carried.

**Resolution No #32-2014  
Surplus 1997 International 2674 Dump Truck**

**WHEREAS**, the Village of Hamilton Department of Public Works will replace the 1997 International 2674 Dump Truck with the purchase of a 1999 2674 International Dump Truck from the Town of Hamilton; and

**WHEREAS**, The Village of Hamilton Department of Public Works has no further use of said 1997 International 2674 Dump Truck; now

**THEREFORE BE IT RESOLVED**, that Village of Hamilton Board of Trustees authorizes the Village Administrator to surplus said vehicle.

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

**2014 -2015 Davis-Ulmer Inspection Agreements**

RESOLUTION #33-2014

**WHEREAS**, the Village of Hamilton Board of Trustees at their March 18, 2014 monthly meeting reviewed five Davis-Ulmer Inspection agreements for annual inspections of the automatic fire protection and/or alarm/ security equipment for the following properties:

<u>Location</u>	<u>Fire Alarm System</u>	<u>Annual Central Station Monitoring</u>
Library	400.00	312.00
Village Office	425.00	312.00
Power House	425.00	312.00
Fire Dept.	325.00	312.00
DPW	325.00	312.00

**THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Village of Hamilton authorize the Mayor to execute the five attached 2014 – 2015 David-Ulmer Inspection Agreements.

Motion by Trustee Lura, Seconded by Trustee Servedio, Carried: Unanimously

**2013 -2014 Property Insurance – Fire Dept.**

RESOLUTION # 34-2014

**WHEREAS**, the Village of Hamilton Board of Trustees at their March 18, 2014 monthly meeting reviewed the Hamilton Fire Department Insurance renewal policy provided by the Mang Insurance agency.

**THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Village of Hamilton authorize the Mayor to execute the attached insurance acceptance policies.

Motion by: Trustee Servedio, Seconded: Trustee Kliman, Carried: Unanimously

**Cyber Policy:** Treasurer Henderson stated she forwarded Trustee Cooper's questions to David Craine, from Mang Insurance. ESIP is the company offering the service for the Fire Department. Tabled.

**Court Records:** Treasurer Henderson distributed for information only the last eight or nine months of court receipts.

**Justices Reports:** Were reviewed and accepted.

SEWER FUND BUDGET MODIFICATION  
Sewage Treatment & Disposal – Repairs (06-5-8130.480)

FINANCE RESOLUTION NO. #35-2014 (**Revised**)

WHEREAS, at the regular meeting held on August 12, 2013, the Village of Hamilton Municipal Utility Commission approved the Central Paving proposal of \$92,400.00 for construction and repairs to the aeration tank wall located at the Wastewater Treatment plant

WHEREAS, the Sewer Fund has funds available and the Sewer Fund's Appropriated Fund Balance (06-01-0599.000) for this expenditure should be increased, and

WHEREAS, this expenditure was not able to be budgeted for in the 2013-2014 budget, and

WHEREAS, the appropriation Sewage Treatment & Disposal – Repair (06-5-8130.480) line item will need to be increased to cover this expense.

NOW THEREFORE BE IT RESOLVED, that the Sewer Fund Appropriated Fund Balance (06-01-0599.000) and the Sewage Treatment & Disposal – Repairs (06-5-8130.480) appropriation line item of the 2013-2014 budget be increased by \$92,400.00 for the construction and repairs to the aeration tank wall. Motion by Trustee Kliman, seconded by Trustee Servedio and unanimously carried.

Treasurer's Report (**revised 2/27/14**)

February 18, 2014

Resolution NO. #36-2014

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.



Abstracts  
Date

Check

General

8e	21,162.61	1/31/14
9a	18,130.33	2/7/14
9b	17,492.67	2/14/14
9c	17,005.30	2/21/14

Paid Expenses	<del>11,144.55</del>	29,572.81
9A	35,860.42	Monthly

Vouchers

Airport

8e	1,547.72	1/31/14
9a	698.48	2/7/14
9b	1,298.21	2/14/14
9c	1,832.99	2/21/14

Paid Expenses	<del>358.20</del>	357.20
9A	5,895.34	Monthly

Vouchers

Electric

8e	6,727.57	1/31/14
9a	6,692.69	2/7/14
9b	6,525.67	2/14/14
9c	7,275.17	2/21/14

Paid Expenses	<del>352,724.01</del>	352,884.01
9A	45,493.39	Monthly

Vouchers

Water

8e	2,037.58	1/31/14
9a	1,283.31	2/7/14
9b	2,501.90	2/14/14
9c	2,127.91	2/21/14

Paid Expenses	596.03	
9A	2,694.11	Monthly

Vouchers

Sewer

	8e	3,677.70	1/31/14
	9a	3,729.45	2/7/14
	9b	3,083.80	2/14/14
	9c	3,009.60	2/21/14
	Paid Expenses	732.87	
Vouchers	9A	10,852.43	Monthly
Natural Gas			
	8e	169.30	1/31/14
	9a	58.88	2/7/14
	9b	779.81	2/14/14
	9c	1,220.57	2/21/14
	Paid Expenses	<del>1,129.40</del> 10,842.32	
Vouchers	9A	2,567.62	Monthly
Trust & Agency (11)			
	Paid Expenses	1,933.85	
Vouchers	9A	1,235.00	Monthly
Trust (12)			
Vouchers	9A	318.45	Monthly
Airport Capital			
Vouchers	9A	5,932.93	Monthly

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

Treasurer's Report

Resolution NO. #37-2014

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.

Abstracts  
Date

Check

General	9d	22,169.62	2/28/14
	10a	16,998.95	3/7/14
	10b	17,398.55	3/14/14
	10c	16,152.72	3/21/14
	Paid Expenses 10A	3,915.40 62,547.74	Monthly
Vouchers			
Airport	9d	1,705.85	2/28/14
	10a	1,518.39	3/7/14
	10b	510.38	3/14/14
	10c	1,294.94	3/21/14
	Paid Expenses 10A	13,742.50 2,522.08	Monthly
Vouchers			
Electric	9d	7,463.42	2/28/14
	10a	7,577.43	3/7/14
	10b	6,923.86	3/14/14
	10c	7,390.38	3/21/14
	Paid Expenses 10A	1,723.11 288,875.45	Monthly
Vouchers			
Water	9d	2,240.65	2/28/14
	10a	1,446.51	3/7/14
	10b	1,567.79	3/14/14
	10c	1,766.53	3/21/14
	Paid Expenses 10A	455.83 4,714.38	Monthly
Vouchers			
Sewer	9d	3,201.05	2/28/14
	10a	3,075.96	3/7/14
	10b	3,420.28	3/14/14
	10c	3,065.47	3/21/14

	Paid Expenses	617.97	
Vouchers	10A	15,648.26	Monthly
Recreation			
Vouchers	10A	78.00	Monthly
Natural Gas			
	9d	1,363.32	2/28/14
	10a	1,689.50	3/7/14
	10b	1,872.60	3/14/14
	10c	897.59	3/21/14
	Paid Expenses	6,346.27	
Vouchers	10A	97,718.77	Monthly
Trust & Agency (11)			
	Paid Expenses	2,038.94	
Vouchers	10A	1,390.00	Monthly
Airport Capital			
Vouchers	10A	4,502.78	Monthly

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

Resolution NO. #38-2014

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.

**Transfers**

General

FROM:	5-1110.410	Justice – Materials & Supplies	-700.00
TO:	5-1110.420	Justice - Utilities	700.00
FROM:	5-1990.470	Contingency	-35.48
TO:	5-1210.400	Mayor – Schools, Conf & Dues	35.48
FROM:	5-1325.460	Treasurer – Contract Oper & Mtc	-716.00
TO:	5-1325.440	Treasurer – Contract Prof & Tech	716.00
FROM:	5-1325.410	Treasurer – Materials & Supplies	-163.66
TO:	5-1325.200	Treasurer – Equipment	163.66
FROM:	5-1410.410	Clerk – Materials & Supplies	-283.28
TO:	5-1410.200	Clerk – Equipment	283.28
FROM:	5-1410.410	Clerk – Materials & Supplies	-1,500.00
TO:	5-1410.440	Clerk – Contract Oper & Mtc	1,500.00
FROM:	5-1620.410	Buildings – Materials & Supplies	-75.00
TO:	5-1620.200	Buildings – Equipment	75.00
FROM:	5-1990.470	Contingency	-1,139.17
TO:	5-1620.420	Buildings – Utilities	1,139.17
FROM:	5-1920.470	Municipal Association Dues	-9.91
TO:	5-1910.470	Unallocated Insurance	-9.91
FROM:	5-1990.470	Contingency	-531.77
TO:	5-1950.470	Taxes & Assessments	531.77
FROM:	5-3120.440	Police – Contract Prof & Tech	-200.00
TO:	5-3120.410	Police – Materials & Supplies	200.00
FROM:	5-3410.410	Fire Dept. – Materials & Supplies	-1,054.97
TO:	5-3410.200	Fire Dept. – Equipment	1,054.97
FROM:	5-3410.400	Fire Dept. Schools, Conf & Dues	-1,500.00
TO:	5-3410.490	Fire Dept. – Vehicle Expense	1,500.00
FROM:	5-5110.490	Street Maint. – Vehicle Expenses	-500.00
TO:	5-5110.400	Street Maint. – Schools, Conf & Dues	500.00
FROM:	5-5142.410	Snow Removal – Material & Supplies	-500.00

TO:	5-5142.460	Snow Removal – Contract Oper & Mtc	500.00
FROM:	5-5142.100	Snow Removal - Personal Services	-500.00
TO:	5-7110.100	Parks – Ice Pond Personal Services	500.00
FROM:	5-8010.490	Zoning – Vehicle Expense	-150.00
TO:	5-8010.460	Zoning – Contract Oper & Mtc	150.00
FROM:	5-8160.410	Refuse Coll & Disp – Materials & Supplies	-1,500.00
TO:	5-8160.490	Refuse Coll & Disp – Vehicle Expense	1,500.00

Airport

FROM:	5-1620.460	Airport – Bldg. Contract Oper & Mtc	-400.00
TO:	5-1620.420	Airport – Utilities	400.00
FROM:	5-5610.420	Airport	-1,000.00
TO:	5-5610.470	Airport – Other Expenses	1,000.00
FROM:	5-5610.420	Airport	-1,000.00
TO:	5-9060.800	Hospital & Medical Insurance	1,000.00

Electric

FROM:	5-8311.400	Executive Dept. – Contractual	-10,109.52
TO:	5-8310.400	Misc. General Expenses	10,109.52
FROM:	5-8311.400	Executive Dept. – Contractual	-248.58
TO:	5-8312.400	Treasury Acct Dept.	248.58
FROM:	5-8341.100	Oper Dist. Substation	-2,500.00
TO:	5-8320.210	Contractual Appr of Income	2,500.00
FROM:	5-8342.100	Oper Distrib Lines	-5,500.00
TO:	5-8323.400	Depr Poles & Fixtures	5,500.00
FROM:	5-8326.100	Con Billing & Accting	-250.00
TO:	5-8326.400	Misc. Interest Ded	250.00
FROM:	5-8361.100	Oper of St. Light System	-600.00
TO:	5-8361.400	Oper of St. Light System	600.00
FROM:	5-9060.800	Hospital & Medical Insurance	-1,003.82
TO:	5-8363.400	Depr of St. Light Equipment	1,003.82
FROM:	5-9060.800	Hospital & Medical Insurance	-100.00
TO:	5-9710.000	Interest on Debt	100.00

Water

FROM:	5-1950.470	Taxes & Assessments	-0.01
TO:	5-1320.440	Auditor	0.01
FROM:	5-1950.470	Taxes & Assessments	-446.86
TO:	5-8310.200	Admin – Equipment	446.86

FROM:	5-1950.470	Taxes & Assessments	-500.00
TO:	5-8310.440	Admin – Contract Prof & Tech	500.00
FROM:	5-8320.410	Source of Supply- Materials & Supplies	-750.00
TO:	5-8320.440	Source of Supply-Contract Prof & Tech	750.00
FROM:	5-8340.410	Trans & Dist. – Materials & Supplies	-5,000.00
TO:	5-8340.400	Trans & Dist. – Schools, Conf & Dues	5,000.00

Sewer

FROM:	5-1990.470	Contingency	-446.86
TO:	5-8110.200	Admin-Equipment	446.86
FROM:	5-1990.470	Contingency	-400.00
TO:	5-8110.440	Admin – Contract Prof & Tech	400.00
FROM:	5-1990.470	Contingency	-200.00
TO:	5-8110460	Admin – Contract Oper & Mtc	200.00
FROM:	5-8130.410	Sewage Trt & Disp – Materials & Supplies	-5,000.00
TO:	5-8130.440	Sewage Trt & Disp – Contract Prof & Tech	5,000.00

Natural Gas

FROM:	5-1990.470	Contingency	-31,000.00
TO:	5-8430.400	Nat Gas –Schools, Conf & Dues	31,000.00

Mary Ann Henderson, Treasurer

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

**NEW BUSINESS**

**Marketing Committee:** Trustee Lura asked if there is a document outlining the processes for marketing or selling property at the Airpark. Trustee Lura would like a committee formed for marketing the Airpark, but would like the Trustees to determine what the Village wants for businesses at the Airpark.

**Inventory Module-Incode:** Trustee Servedio reported that she, Village Clerk Scheckler, Treasurer Henderson, Mayor Miller, and Administrator Graham attended a meeting regarding Incode inventory software. The inventory module quote from Incode is \$3,750.00 with an annual fee of \$550.00. A **motion** was made by Trustee Servedio to purchase the inventory module from Incode to be funded from this year’s budget. The **motion** was seconded by Trustee Kliman and unanimously carried.

**Schedule Public Hearings:** A **motion** was made by Trustee Lura to schedule the tax cap public hearing for April 15, 2014, at 7:00p.m. The **motion** was seconded by Trustee Kliman and unanimously carried.

A **motion** was made by Trustee Lura to schedule the budget public hearing for April 15, 2104, at 7:05p.m. The **motion** was seconded by Trustee Cooper and unanimously carried.

**CEO Retirement:** Trustee Kliman reported that at the last Town of Hamilton meeting it was stated that when the current CEO retires that they would like to have someone hired before the retirement to train the new CEO.

**Administrative Assistant:** The time is right to hire an administrative assistant. Village Clerk Scheckler stated that this job will be competitive and the County will need to be contacted. A **motion** was made by Trustee Lura to move forward with hiring an administrative assistant. The **motion** was seconded by Trustee Kliman and unanimously carried.

**Office Staff:** Will move forward with this.

### **OLD BUSINESS**

**Charters:** Recreation and Historical Commission Charters were brought before the Board. The proposed Charters were given to Attorney Stokes for his review. A decision will be made at the next Board meeting

**Capital Projects:** Tabled.

**7 Enos Ave:** No update. The Mayor will call Mr. Keith.

**Fees:** A **motion** was made by Trustee Lura to increase the fee for the rental of the Eaton Street Pavilion from \$25.00 to \$35.00 for Village residents, and \$50.00 for non-residents. The **motion** was seconded by Trustee Servedio and unanimously carried.

**Sidewalks:** Tabled

**Peddler's Permits:** Tabled.

**Tasers:** Tabled.

**9 Eaton Street:** Tabled

**Executive Session:** A **motion** was made by Trustee Kliman to enter into an executive session at 8:57pm to discuss personnel. The **motion** was seconded by Trustee Servedio and unanimously carried. A **motion** was made by Trustee Cooper to exit the executive session at 9:00pm. The **motion** was seconded by Trustee Kliman and unanimously carried.

**Mike Wilson:** A motion was made by Trustee Kliman to pay Mike Wilson \$996.00 for holiday and overtime pay to which he was entitled. The motion was seconded by Trustee Servedio 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 Cooper and carried. The meeting adjourned at 9:02p.m.

Respectfully submitted,  
Kim Taranto