

**Village of Hamilton  
Board of Trustees  
Regular Meeting of November 17, 2015  
6:00pm**

**APPROVED MINUTES**

**Present:** Mayor Bob McVaugh; Trustees: Russ Lura, RuthAnn Loveless, Sandra Carter, and Jen Servedio; Village Treasurer Mary Ann Henderson; Attorney Jim Stokes; Administrative Assistant Nancy Mitchell; Village Clerk Alana Scheckler; Administrator Sean Graham

**Absent:**

**Public Present:** Sally Lura; Melissa Davies; Edie Lamay; Andrew & Laurie Coddington; Elizabeth Douglas; Chuck Fox; Antonio, Pilar & Candelaria Barerra; Jennifer Marotta-Lutters; Judith Straub; Jennifer Brice; Katie Jacobsen; Alice Virden-Speer; Regina Conti; Tim Mansfield; Suzanne Collins; John Basher; Charmaine Fowler; Morgan Larson; Bud Eager; Elizabeth Marlowe; Fire Chief Brian Marks; Christina LaValley; Carrie Blackmore; Jane Walsh; Brendan O'Connor; Larry Butts; and other who did not sign in

Mayor McVaugh called the meeting to order at 6:00 p.m.

**Approval of Agenda:** Changes requested: None  
A **motion** was made by Trustee Loveless to approve the agenda as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

**Approval of Minutes of the October 20, 2015 Regular Monthly Meeting:** Changes Requested:

1. Resolution 128-2015-1<sup>st</sup> paragraph: delete “vegetable processing and distribution facility at”
2. Planning Board: 2<sup>nd</sup> paragraph delete “ and that the Developer shall complete and file a full environmental assessment form relating to the Development”
3. Cell Tower: delete everything after made

A **motion** was made by Trustee Loveless to approve the minutes of October 20, 2015, as amended. The **motion** was seconded by Trustee Carter and unanimously carried.

**Approval of Minutes of the November 10, 2015 Joint MUC Meeting:** Changes: None

A **motion** was made by Trustee Carter to approve the minutes of November 10, 2015, as presented. The **motion** was seconded by Trustee Lura and unanimously carried.

**Public Comment:** Tim Mansfield stated he had to leave but is in support of the dog park.

**TRUSTEE LOVELESS' REPORT**

**Library Board:**

1. Continue to work with the town boards on funding
2. Concern about county funding mentioned earlier seems to be resolved. They receive about \$7,000 from this source.
3. Positions

- a. Meghan Milligan has been hired as the Assistant Director.
  - b. Connie Huang, Digital Coordinator, is leaving the area and this position will be advertised.
4. Volunteer Appreciation Reception – November 20, 4:30 – 6:00.
  5. Friends of the Library received their 501C3
  6. Trustee Loveless reported that the Library had 56,000 visitors last year with over 1,000 programs & events that 13,000+ attended. The website hits were over 21,000.

**Hamilton Business Alliance:**

1. Events
  - a. Night of lights – December 4
  - b. Business After Hours – December 9, Tavern 10
2. Jessica Moquin discussed sponsorship opportunities at Rogers Center
3. Elizabeth Douglas was invited to present the dog park proposal
4. Hamilton Marketing Video update – a place to work, to live, to grow a business

**Historical Commission:**

1. Working on an updated inventory list for Treasurer Mary Ann Henderson/MANG Insurance
2. Kevin Sio is working on a final copy of Atanasoff DVD.
3. Judy Lyrek has finished documenting most Broad Street houses and will work on Charles Street next.
4. Historical Center continues to be a resource for people researching Hamilton residents/projects

**Recreation Commission:**

1. Chelly Crouch reported on possible fundraising efforts for the ice rink. In addition, the community will be asked to make contributions again this year. It is hoped that used skates might be collected to share with those who do not own skates and Clinton Arena has agreed to sharpen them for free.
2. While there is no final decision about the timing for the pool renovations it is anticipated that the work will be concluded by the early June in time for the rec program.
3. Harry Jarcho reminded the committee that winter recreation activities will be developed after the first of the year.

**Parks Advisory Committee:**

1. Jennifer Marotto Lutter, PCD Executive Director, sought feedback from the committee on opportunities for trail improvements. The PCD would pay for Cornell's Design Connect to develop a trail concept plan to then bring to the board. There was also discussion about developing a Hamilton area recreational website. The committee was enthusiastic about the plans.
2. Jennifer Brice met with the group to discuss updates to the Dog Park proposal in preparation for tonight's presentation. The committee continued to be supportive of this effort.

**Shared Services Committee:** No report

### TRUSTEE LURA'S REPORT

#### **MUC:**

1. The electric crew has been working on the security substation, identifying stray voltage, and the DPW fuel tanks.
2. AT&T has requested a change in their lease agreement for their antennas at the water tower-a lowering of their rent. The Commission declined their offer.
3. The MUC discussed the issues relating to GNB's force main sewer connections. There are both location and technical details to be worked out.
4. The Madison County Highway Department inspected the culvert on College Street and found it wanting. The MUC recommends to the Village Board the hiring of Depot Engineering to undertake an inspection and to develop a recommendation on further steps necessary.
5. The chipper was @ \$7,000 more than anticipated. The MUC approved the purchase.
6. The Milford Street gas lines have been installed to the DPW.
7. There is a need for additional gas line pipe, and the MUC expects they will be able to use some of the remaining bond proceeds to purchase it.
8. The gas utility currently has 44 customers with an additional 12 to be soon added.
9. The MUC and the Village Board held a joint meeting to discuss the past years gas usage and income. The year ended with a surplus, but next year's projection is for a deficit.

Trustee Loveless stated she is still being asked by residents how to sign up for natural gas. She suggested putting something in the Mid-York or on nextdoor Hamilton.

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

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

1. The new building start has been delayed until next week.
2. The plow wings are all attached.
3. The new plow is expected in December.
4. Leaf pick-up is continuing.
5. The Eaton Street pavilion roof is complete.

6. The skating rink base is installed. The liner will be installed after the ground freezes.
7. Randy has been a part of the Chenango Trail discussions.

**Madison Street Cemetery:**

1. There's been no activity at the cemetery.

**PCD:**

1. The CEOs of the partners met to discuss the proposed work plan.
2. The board will meet tomorrow night to finalize the plan, and will then pass it on to the various boards.

**TRUSTEE CARTER's REPORT**

**Village Court:** Fifty-seven cases involving thirty-eight people were heard over the past month. Of those fifty-seven cases, twenty-four were alcohol and/or drug related, twenty-three involved road safety, and eight involved larceny. Then there was one case of harassment and one, concerning the violation of miscellaneous rules (dumping along the roadside).

**Fire Department:** Bids for the proposed tanker replacement are in and the Fire Chief hopes to present these to the Board at the November meeting. Chief Marks stated that this has been a two and a half years of research and meetings, the committee now has bid to present to the Board and are recommending Toyne Fire Apparatus for the amount of \$360,803.00. There is an equipment fund that has \$60,000.00 in it currently. The Mayor asked if Colgate had been approached for assistance in this purchase. Chief Marks stated he will approach Fountain Fire Co. for funds. Trustee Lura stated that the Town of Hamilton has also contributed in the past. The bids are good until Dec 10<sup>th</sup>. The Board would like to investigate the cost of leasing the vehicle. The Board scheduled a meeting for December 1, 2015 at 5:30pm to further discuss the financing plan.

**Police Department:** The most recent Police Blotter indicates police intervention in each of the following cases: (a) a call expressing concern for welfare (b) two reported cases of larceny, (c) two parking lot accidents resulting in damage to vehicles, (d) two arrests for underage alcohol possession, (e) fraudulent use of a credit card and (f) one harassment complaint.

**Campus Safety:** No Report

**BRiDGES:** The Coalition met in the Library on November 12<sup>th</sup>. The BRiDGES representative reported that the search for a Coalition Coordinator, mandated by a recent federal grant, was being widely advertised. Grant funds will sponsor attendance of the Coordinator and one other member at a Coalition Academy to be held in Tampa, FL, for three days in each of the months of January, April, and June. On March 7<sup>th</sup> an Idaho Police Officer with over fifteen years of experience in dealing with underage drinking and drug use, Officer Jermaine Galloway (see [www.tallcopsaysstop.org](http://www.tallcopsaysstop.org)), is scheduled for two presentations in Hamilton; an afternoon session for professionals and an evening presentation for parents and the community at large. Finally, BRiDGES and the Village Police Department have entered into a contract granting the Department \$11,000.00 for increased monitoring of venues where underage drinking is likely to occur and regular

compliance checks of licensed establishments. Trustee Lura stated no contract was approved by the Board of Trustees. A resolution will be ready for the December 15, 2015 meeting.

**Communications/Public Relations:** Information about the October Board meetings appeared in the November 12<sup>th</sup> issue of the “Mid-York Weekly.”

**TRUSTEE SERVEDIO’s REPORT**

**Airport/Airpark Commission:** No report

**Tree Committee:** No report

**Pedestrian Safety Committee:** No report

**Zoning Review Committee:** No report

**Zoning Board of Appeals:** No report

**Planning Board:** No report

**MAYOR McVAUGH’s REPORT**

**July 4th Committee:** No report.

NYCOM meeting highlights:

- From that meeting I can report that NYCOM is focused on new strategies to increase unrestricted aid (revenue sharing) to municipalities. The level of such funding relative to other state programs. It was suggested by some that we may be more successful if we emphasize the positive impact of the additional funds for the lives of residents than on the burdens of municipal operation.
- Additionally widespread frustration regarding unfunded mandates from the legislature was discussed. There is minimal confidence that much can be done on that score, but NYCOM knows that frustration is very high.
- Actions that should protect the Gross Receipts Tax seem to be within the works with considerable hope for impact.
- Many other issues were discussed, but the only point I will note here was the news that the “Tax Cap” for us in next June’s budget will probably be less than .3% increase.

The Mayor gave a presentation on *Hamilton 2015* to the Colgate Club of the Chenango Valley last week. Interest was high regarding the deer harvest and the revised land use proposals related to the moratorium.

Considerable time has been taken with issues related to Good Nature Brewing and its potential impact on utilities as well as issues of pedestrian/bicycle access to its proposed location.

At the Town Board Meeting this past week, the Mayor agreed that a subgroup of the Village Board would work with the Town Board to explore consolidation of the courts. This has been studied by previous Boards, and we can build on that research as we work the Town Board on the

topic. Suzanne Collins is the point person for the town. Trustee Carter will work with Ms. Collins.

Formal public announcement of the filming of *Pottersville* in January between the 4th and 11th will come through an article by Art Zimmer in the Mid-York. The Mayor thanked Art and other Village residents for their warm welcome to the film production company last Thursday.

The Center for Arts and Culture will continue to be on hold at least through January, as Colgate is exploring adjustments in its program and alternative sites on campus that would encourage its better integration into the academic program of the University while also encouraging a strong sense of welcome for the members of the off-campus community and out of town visitors.

Vincent Durante, who operates the pharmaceutical plant on Spring Street, and who was denied possibility for expansion of the warehouse on that site visited with Administrator Sean Graham, Town of Hamilton Supervisor Eve Ann Schwartz, and the Mayor to discuss possible location of a modest scaled warehouse in the airpark to make continued operation of the plant possible. These are very preliminary, but the discussion was certainly upbeat and cordial.

#### ADMINISTRATOR GRAHAM'S REPORT

**Resolution #152-2015  
Occupational Health Services Agreement  
Mary Imogene Bassett Hospital (MIBH)**

**WHEREAS**, the Village of Hamilton Board of Trustees (BOT) provide Occupational Health Services to its employees that are required to hold NYS CDL drivers licenses and wear protective breathing apparatus when required; now

**THEREFORE BE IT RESOLVED** that the Village of Hamilton BOT authorizes the Mayor to execute the Occupational Health Services Agreement between MIBH and the Village of Hamilton for services specified in the attached agreement.

**Motion:** Trustee Loveless

**Second:** Trustee Servedio

**Carried:** unanimously

**Resolution #136-2015  
McFarland Johnson  
Security Sub Station  
General Engineering Services  
Task Orders #1 and #2**

**WHEREAS**, the Village of Hamilton Board of Trustees has previously approved an agreement between the Village of Hamilton and McFarland Johnson, Inc., to provide engineering services for airport and airpark projects; and

**WHEREAS**, contracts for new access road lighting and for the construction of a new Security Substation at the airpark have been awarded; and

**WHEREAS**, McFarland Johnson, Inc. has presented work Task Order # 1 and Task Order # 2 for the provision of engineering services for the access road lighting and security substation construction projects; and

**WHEREAS**, the Village Administrator and Village Attorney have reviewed proposed Task Order #1 and Task Order #2 and recommend to the Board of Trustees that they execute these Task Orders with McFarland Johnson, Inc. to provide engineering services as provided in the Task Orders; now

**THEREFORE, BE IT RESOLVED** that the Village of Hamilton Board of Trustees hereby ratifies the authority of the Mayor to execute Task Order # 1 and Task Order # 2 between the Village of Hamilton and McFarland Johnson, Inc.; and

**BE IT FURTHER RESOLVED**, that the total cost of services for Task Order # 1 shall not exceed fifty eight thousand fourteen dollars and no cents (\$58,014.00), and for Task Order #2, twelve thousand zero dollars and no cents (\$12,000.00), without prior written approval of the Village of Hamilton Board of Trustees.

**Motion by:** Trustee Lura

**Second by:** Trustee Loveless

**Carried:** unanimously

**Resolution #137-2015  
Vermeer Chipper Purchase & Surplus Brush Bandit Model 100**

**WHEREAS**, the Village of Hamilton Municipal Utilities Commission has determined that the current brush chipper used by the Village Electric Utility is unsafe and in need of replacement, and

**WHEREAS**, information and costs from companies with chippers available for purchase on the National Joint Powers Alliance (NJPA) were solicited, and

**WHEREAS**, the Village of Hamilton Municipal Electric Utility has evaluated, for a trial period of six (6) months, a BC1000XL Brush Chipper from Vermeer which is available through the NJPA and found it to be safe, reliable and superior to other chippers, and

**WHEREAS**, the cost of the Vermeer BC1000XL Brush Chipper is thirty five thousand four hundred and three dollars (\$35,403.00), pursuant to NJPA Landscape Equipment Contract # 070313-VRM, and

**WHEREAS**, there is twenty eight thousand dollars (\$28,000.00) currently budgeted for the purchase of a new chipper and there is an additional seven thousand four hundred three dollars (\$7,403.00) available in the budget for equipment replacement, and

**WHEREAS**, The Village of Municipal Utilities Commission has reviewed this evaluation, the quote for purchase and the additional funds needed and recommends to the Board of Trustees that they approve the purchase of the above named chipper and the expenditure of the additional funds beyond those originally budgeted to acquire this particular Vermeer chipper, now

**THEREFORE BE IT RESOLVED**, that Village of Hamilton Board of Trustees hereby declares the current brush chipper Brush Bandit Model 100 used by the Village Electric Utility as surplus property no longer needed for Village purposes and authorizes the Village Administrator to issue a purchase order to Vermeer Northeast, 1235, Route 9, Castleton, New York 12033 for the purchase of one new Vermeer Model BC1000XL Brush Chipper at a cost of \$35,403.00 pursuant to NJPA Landscape Equipment Contract # 070313-VRM.

**Motion by:** Trustee Lura

**Second by:** Trustee Carter

**Carried:** unanimously

**Ray's Wayside:** Administrator Graham reported Mr. Ed Ray is interested in the Village owned property adjacent to property. We will need to get this parcel appraised. The property lines are unclear and will need to be addressed. Administrator Graham will gather more information to report back to the Board.

**Public Hearing-GNB-7:00pm (continuation from the October 20, 2015 meeting)**

The Mayor opened the public hearing at 7:04pm. This is a continuation from the October meeting. The applicant is requesting a zone change to a planned district. Being no public comment the Mayor closed the public hearing at 7:06pm

**Public Hearing-CDBG Grant Application-7:05pm**

The Mayor opened the public hearing at 7:06pm. This would be a Village application for a CDBG Grant to support the Good Nature Brewing project. Regina Conti stated it would be nice to serve some product. The Mayor closed the public hearing at 7:08pm.

There was a lengthy discussion on having a sidewalk along 12B or a trail that connects to the sidewalks at the townhouses. Trustee Lura stated that directing the pedestrian traffic along 12B is too dangerous. The Mayor stated he feels the Village would be negligent not having a public sidewalk in a business district. Carrie Blackmore stated that the ROW is too narrow and the grade too steep for a sidewalk along Route 12B. The Mayor stated the sidewalk should be public, not on private land.

**RESOLUTION NO. #138-2015  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HAMILTON**

**A RESOLUTION APPROVING A ZONE CHANGE IN REGARD TO THE  
PROPOSED GOOD NATURE BREWERY PROJECT**

**WHEREAS**, Good Nature Brewing, Inc. ("Applicant"), as contract purchaser of recently annexed lands currently owned by Colgate University and identified as 1727 State Route 12B ("Premises"), has petitioned the Board of Trustees of the Village of Hamilton for a zone change from I-1 Institutional to PD Planned District to permit the construction and operation of a mixed use agricultural / farm brewery / micro-brewery business and associated visitor accommodation areas (the "Action" or "Project") upon the Premises, and

**WHEREAS**, the proposed zone change would permit the development of the subject Premises for the operation of a mixed use agricultural / beer brewing facility,

including the growing and harvesting of crops on a limited basis, for the on-site brewing of beer under a “farm brewery” / micro-brewery license, and associated warehouse/shipping and office space, visitor tasting areas, food service facilities and retail sales, which would include a limited restaurant menu and associated cooking facilities, along with an indoor patron seating area and an outdoor “beer garden”, and

**WHEREAS**, as proposed, the Action would also include a private entrance driveway from NYS Route 12B to a customer/visitor parking area for automobiles and tour buses, employee parking spaces and a truck loading area, and

**WHEREAS**, the Village of Hamilton Planning Board has been previously designated as lead agency for the coordinated review of this Action under the State Environmental Quality Review Act, and this Board of Trustees has consented to that designation, and

**WHEREAS**, the Action, and the determinations made herein, are based upon the following documents and reports submitted by the Applicant: 1) Full Environmental Assessment Form dated October 15, 2015; Plans from Matt Vredenburg Landscape Architect, dated October 22, 2015, labeled: L-100, file name 14007 GNB Base DWG; L-100, file name GNB 5.DWG Site Plan; L-101, file name GNB 5.DWG Site Plan; L-200 file name GNB 5.DWG Site Plan; L-200 file name GNB 5.DWG Site Plan; L-201 file name GNB 5.DWG; L-202 file name GNB 5.DWG Site details; L-300 file name GNB 5.DWG grading plan; L-301 file name GNB 5.DWG Erosion & Sediment; L-302 file name GNB 5.DWG Erosion & Sediment; L-400 file name GNB 5.DWB Stormwater Management; L-401 file name GNB 5.DWG Stormwater. Plans from Whelan & Curry, dated 8.25.15, labeled A-1 Floor Plan; A-2 Floor Plan; A-3 Floor Plan; A-4 Elevation, and

**WHEREAS**, this Board is in receipt of a recommendation letter from the Madison County Planning Agency, which, on its review of the Application pursuant to General Municipal Law sections 239-l and m, returned the Action for local determination, and

**WHEREAS**, this Board held a public hearing on this Action on October 20, 2015 and continued said public hearing to November 17, 2015, which public hearing has been, or is hereby closed, and

**WHEREAS**, at the public hearing, the Board heard oral comments from all members of the public wishing to be heard, and this Board has given consideration to all of the testimony that was given during the public hearing, and

**WHEREAS**, the Village of Hamilton Planning Board, acting as lead agency, has made a Negative Declaration determining that there will be no adverse environmental impacts as a result of this Action, and

**WHEREAS**, this Board has also considered the Village Comprehensive Plan and the current Village Zoning Code in determining whether the proposed change of zoning is in conformance with the Comprehensive Plan, and

**WHEREAS**, the Village of Hamilton Planning Board, after extensive review, has recommended to this Board of Trustees that the zone change requested by Applicant be approved with the following recommended permitted uses associated with an on-site farm brewery or micro-brewery: warehouse, office, tavern (food prep/service and amplified sound), agriculture, utility, live music/concerts/festivals, banquets and events (implies amplified sound), retail, farm or micro-brewery, and that the zone change to be contingent on the Applicant providing adequate pedestrian access to and from Route 12B, with the location and design of such access to be subject to the further approval of the Planning Board.

**NOW THEREFORE IT IS HEREBY RESOLVED** that this Board of Trustees makes and adopts the following findings:

- A. The Premises consist of approximately 5.3 acres of land located at 1727 N.Y.S. Route 12B, which was annexed to the Village in 2015.
- B. The Premises are currently zoned I-1 Institutional District, as are other lands owned by Colgate University adjoining to the north. Lands to the south of the Project are located in the Town of Hamilton.
- C. Under section 3 of the New York Alcoholic Beverage Control Law, a “Farm Brewery” means and includes “any place or premises, located on a farm in New York state, in which New York state labelled beer is manufactured, stored and sold, or any other place or premises in New York state in which New York state labelled beer is manufactured, stored and sold.”
- D. Under section 51-a of the New York Alcoholic Beverage Control Law, a licensed farm brewery is permitted to sell and conduct tastings of beer manufactured by the licensee or any other licensed farm brewery at retail for consumption on the premises of a restaurant, conference center, inn, bed and breakfast or hotel business owned and operated by the licensee in or adjacent to its farm brewery, subject to compliance with all applicable provisions of the Alcoholic Beverage Control Law which relate to licenses to sell beer at retail for consumption on the premises.
- E. The Village Administrator has indicated that the Village Water system can supply the Applicant’s potable water needs without adversely impacting the Village water system.

- F. The Village Administrator has indicated that the Village wastewater treatment plant, which is scheduled to undergo extensive capital improvements, will, upon completion of those improvements, have adequate capacity to handle anticipated flows from the Applicant’s farm brewery, subject to certain design and loading conditions.
- G. That no one appeared at the public hearing in opposition to the Action, and several members of the community appeared before this Board and expressed strong support for the proposed Action.
- H. That the amendment of the Zoning Map contemplated herein is in accordance with the Comprehensive Plan of the Village of Hamilton and will promote and protect the health, safety and general welfare of the Village of Hamilton.
- I. That the amendment of the Zoning Map contemplated herein is in accordance with the objectives of Planned Development Districts under Article VII of the Village Zoning Code.
- J. That the amendment of the Zoning Map contemplated herein, and the change of zoning district classification from I-1 Institutional to PD Planned District is in the overall public interest and better meets the objectives of the Comprehensive Plan and the needs of the community than if the zoning classification remained I-1.

**AND IT IS HEREBY FURTHER RESOLVED** that the requested rezoning of the Premises from I-1 Institutional to PD Planned District (“the District”) shall be, and is hereby approved to allow use of the Premises for an on-site farm brewery or micro-brewery subject to the following conditions:

- A. That the uses permitted in the District shall be limited to the following uses: warehouse, office, tavern (food prep/service and amplified sound), agriculture, utility, live music/concerts/festivals, banquets and events (implies amplified sound), retail uses to the extent such uses shall be associated with a “Farm Brewery” or “Micro-Brewery”.
- B. That development of the District shall be in substantial conformance with the Preliminary Development Plan dated October 22, 2015, last revised November 4, 2015, prepared by Matthew D. Vredenburg Landscape Architecture, Sheet No. L-100.1, which is hereby approved, with the exception of the wood chip trail depicted in the southwest corner, which is not included in this plan approval.

- C. That all uses and development permitted in the District be subject to prior site plan review and approval by the Planning Board.
- D. That no conference center, inn, bed and breakfast or hotel business use shall be permitted in the District, notwithstanding the provisions of section 51-a of the Alcoholic Beverage Control Law.
- E. That the following setback requirements be applicable to all structures (but not applicable to driveways and parking areas) in the District: Front yard – 40 feet; Side yards - 50 feet each; Rear yard – 60 feet. Driveway and parking area setback requirements shall be: Rear yard – 45 feet; side yards – 25 feet, each side.
- F. That the maximum building height in the District shall be 35 feet. The maximum total lot coverage shall be 20% of the total lot area.
- G. Size, location and design of signs shall be as approved by the Planning Board as a component of review and approval of the final site development plan.
- H. That approval of a Final Development Plan for the Premises shall include plans for adequate pedestrian access facilities, both on-site and off-site, to provide safe public pedestrian access between the Premises and the existing public sidewalk north of the Premises along Route 12B, with the location and design of such access to be subject to the approval of the Planning Board.

**AND IT IS HEREBY FURTHER RESOLVED** that the attached local law, entitled, “A local law to Change the Zoning District Classification as Requested by Good Nature Brewing, Inc.” shall be, and hereby is approved, adopted and enacted.

**AND IT IS HEREBY FURTHER RESOLVED** that the Village Clerk is directed to enter said local laws in the minutes of this meeting and in the local law book of the Village of Hamilton, and to give due notice of the adoption of said local laws to the public and to the Secretary of State.

**Motion:** Trustee Lura

**Second:** Trustee Carter

**Carried/Voting:** Mayor McVaugh-aye, Trustee Lura-aye, Trustee Carter-aye, Trustee Loveless-aye; Trustee Servedio-aye

**RESOLUTION NO. #139-2015  
OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF HAMILTON**

AUTHORIZATION TO SUBMIT A GRANT APPLICATION

TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL FOR  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

**WHEREAS**, Good Nature Brewing, Inc. (the “Company”) plans to establish a farm brewery/micro-brewery at 1727 Route 12B, Hamilton, NY 13346 (the “Project”); and

**WHEREAS**, The Company has requested that the Village apply for Community Development Block Grant (“CDBG”) funding on its behalf from the New York State Office of Community Renewal (the “OCR”) to finance a portion of the cost of equipment and/or working capital to support the Project, and

**WHEREAS**, the Partnership for Community Development (the “PCD”) is assisting in the facilitation of the Project and has requested that the Village provide the OCR funding to the PCD as a grant for the purpose of making a loan or loans to the Company, and

**WHEREAS**, the Project will result in substantial benefit to the Village of Hamilton in the form of new employment positions and increased property tax revenue, and

**WHEREAS**, the Village has held a public hearing to obtain citizens’ views regarding the Project and the CDBG program as administered by OCR;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is hereby authorized to submit a CDBG grant application on behalf of the Village of Hamilton in the approximate amount of \$256,000 to the OCR to support the Project, and be it further

**RESOLVED**, that the Mayor is hereby authorized to execute a grant agreement between the Village and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with the PCD for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the Village Attorney, and be it further

**RESOLVED**, that the Mayor is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Project.

**Motion by:** Trustee Lura

**Second by:** Trustee Loveless

**Voting:** Mayor McVaugh-aye, Trustee Lura-aye, Trustee Carter-aye, Trustee Loveless-aye; Trustee Servedio-aye

**Dog Park Presentation:** Jennifer Brice addressed the Board requesting a dog park or off-leash facility. She listed several reasons why the committee wants a dog park. The committee has a petition and has pledges for funding. They have researched other dog parks and have spoken

with their administration. They are asking for the Village to provide 1 acre for a park. Design elements, signage and insurance were discussed. The Board would like the committee to investigate a private park on public land. The old Lewis property that is currently owned by Colgate was discussed. There is also a private landowner willing to donate property.

**Chuck Fox Moratorium Relief Request:** Mr. Fox reported he is seeking relief from the provisions of the moratorium for a project at 7 Maple Ave. There will be a bakery on the ground floor and 2, 4 bedroom apartments on the second floor. At issue is the appeals process of the moratorium. Attorney Stokes stated that under the moratorium law, the Board of Trustees must make a determination that this application does not risk creating a detriment to the public health, safety or welfare as described in the moratorium. A **motion** was made by Mayor McVaugh to continue the processing of the application for relief from the moratorium for 5/7 Maple Ave, and to forward the request to the Planning Board for a formal recommendation as described in Local Law 5 of 2015. The **motion** was seconded by Trustee Carter and unanimously carried. This will now be forwarded to the Planning Board.

**ADMINISTRATOR GRAHAM'S REPORT (cont'd)**

**Hudson River Energy Group:** Administrator Graham reported that we under-collected by \$77,682.00, which will be figured into the monthly GAC effective January 1, 2016.

**Resolution #140-2015  
Depot Engineering Services  
College Street Culvert**

**WHEREAS**, the Village of Hamilton Board Of Trustees (BOT) received notice from Madison County Highway Department that the culvert on College Street has deteriorated and the load bearing capacity has been reduced significantly; and

**WHEREAS**, the Madison County Highway Department recommends that the Village contact for engineering services to determine the short and long term actions needed for safe public travel; and

**WHEREAS**, Depot Engineering has submitted a Proposal for Professional Services Dated November 11, 2015; now

**THEREFORE BE IT RESOLVED**, that the Village of Hamilton BOT authorizes the expenditure of \$2,000 for the development of an Engineers Report establishing short and long term corrective actions as described in section 1, D of the Professional Services Agreement between Depot Engineering Services PLLC, and the Village of Hamilton; and

**BE IT FURTHER RESOLVED**, that the total not to exceed cost for said Structural Investigation and Recommendation, without prior written authorization from the BOT, shall not exceed Two Thousand dollars (\$2,000.00); and

**Motion:** Trustee Servedio

**Second:** Trustee Loveless

**Carried:** unanimously

**Resolution #141-2015  
A RESOLUTION TO AUTHORIZE LEASE OF SURPLUS REAL PROPERTY**

**WHEREAS**, the Village of Hamilton owns a parcel of vacant land adjoining the Village Airpark containing a two family dwelling located at 2307 Route 12B in the Village of Hamilton, Town of Madison, County of Madison, State of New York, also known as tax map parcel no. 153.-4-7.11, (“Property”), and

**WHEREAS**, the Property was purchased by the Village in 1999 as part of the purchase of a larger parcel to become part of the Airpark, but was subject to a retained life estate until October 5, 2015, and

**WHEREAS**, the Village anticipates marketing the property for a future private business, but has no current need of the Property for Village purposes, and

**WHEREAS**, the Village has been approached by relatives of the former life tenant who wish to lease the Property for short term residential use.

**NOW THEREFORE BE IT HEREBY RESOLVED** that the Board of Trustees of the Village of Hamilton does hereby find and declare that the Property is presently surplus Village property not currently needed for Village purposes, and it is hereby further

**RESOLVED** that the Board of Trustees does hereby approve the lease of said Property to Casey White on a month to month basis effective October 5, 2015 for a monthly rent of \$750, with the tenant to pay all heating and utilities costs, as well as the cost of lawn maintenance and snow removal, which the Board hereby determines to be the fair market rental value of said surplus Property, and it is hereby further

**RESOLVED** that the Mayor be, and hereby is authorized, empowered and directed to execute a lease agreement for the Property with Casey White on the terms stated herein, the further terms and conditions of which shall be subject to the approval of the attorney for the Village, and that the Mayor be further authorized, empowered and directed to take any and all actions, and to execute and deliver any and all documents necessary or desirable in connection with the lease of the surplus real Property as herein described in order to carry out the intent of this resolution.

**Motion:** Trustee Carter

**Second:** Trustee Loveless

**Carried:** Unanimously

The money from the rent will go into the general fund to replace money spent on repairs made to the property since it was given to the Village.

**Resolution #142-2015  
Electric Service Cable Purchase from  
General Cable**

**WHEREAS**, subsequent to the commencement of construction of the Security Sub-Station it was determined that there had been a miscalculation of the required length and type of cable needed to provide electric service to the building from the nearest existing transformer within the Airpark, and

**WHEREAS**, the length of time necessary to solicit sealed bids for the needed quantity of electrical cable would have caused a delay in the overall construction schedule for the Security Substation, thereby leading to potentially substantial cost overruns on the project, and

**WHEREAS**, the Village Administrator solicited and received three quotes for the required cable, and the Village of Hamilton Municipal Utilities Commission (MUC) approved the purchase of the cable from General Cable, which provided the lowest quote at a cost of twenty four thousand eight hundred seventy dollars and seven cents (\$24,870.07); now

**THEREFORE, BE IT RESOLVED** that the Village of Hamilton Board of Trustees approves and ratifies the purchase of electric service cable for use by the Village Electric Utility from General Cable as an emergency purchase at a total cost of twenty four thousand eight hundred seventy dollars and seven cents (\$24,870.07).

**Motion:** Trustee Lura  
**Second:** Trustee Carter  
**Carried:** unanimously

#### **TREASURER HENDERSON'S REPORT**

GENERAL FUND BUDGET MODIFICATION  
Gifts & Donations– (01-4-2705.000)  
&  
Police – Other Expenses (01-5-3120.100)  
RESOLUTION NO #143-2015

**WHEREAS** the Village of Hamilton Police Department has received a donation in the amount of \$300.00, on November 16, 2015, from the Colgate University, which has not been budgeted for in the 2015-2016 fiscal year; and

**WHEREAS**, the Police Chief provided a police detail on October 24, 2015, for a Colgate University event held at Parker Commons; now

**BE IT RESOLVED**, that the Village of Hamilton Board of Trustees hereby authorizes the Village Treasurer to modify the 2015-2016 Village Budget by increasing the General Fund revenue line item Gifts and Donations (01-4-2705.000) and increase Police Department – Personal Services appropriation line item (01-5-3120.100) by \$300.00 to recognize the receipt of donation and the expenditures of the police detail.

**Motion:** Trustee Lura  
**Second:** Trustee Loveless  
**Carried:** unanimously

**Resolution No #144-2015**  
**General Fund Transfer to Security Substation**

**WHEREAS**, the Village of Hamilton Board of Trustees has been awarded a New York State Department of Transportation (NYSDOT) zero match Bond Act Grant to construct a Security Substation at the Village of Hamilton Airpark property; and

**WHEREAS**, construction of the security substation at the Airpark is currently underway pursuant to contracts approved and authorized by this Board of Trustees; and

**WHEREAS**, the Village will be required to make contractual expenditures for the construction of the security substation prior to receiving NYSDOT grant funds; and

**WHEREAS**, the Village has funds available in the General Fund's Unappropriated Fund Balance to pay for project costs until NYSDOT grant funds are received.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees authorizes the payment of contractual expenses for construction of the security substation at the Airpark, as necessary, from the General Fund Unappropriated Fund Balance upon the condition and understanding that upon receipt of the NYSDOT grant funds, such grant funds shall be used to restore the amounts expended to the Unappropriated Fund Balance.

**Motion by:** Trustee Servedio

**Second by:** Trustee Lura

**Carried:** unanimously

Treasurer Henderson asked if this was a general fund or airport project. The Board stated it is general, but will have further discussion in the future.

**Resolution No 145-2015**  
**Surplus 2004 Leaf Vacuum, 2000 Dump Truck**  
**&**  
**1996 Fuel Tank (Double 2000) and Retainment Tank**

**WHEREAS**, The Village of Hamilton Department of Public Works has no further use of said 2004 Leaf Vacuum & 1996 Fuel Tank (Double 2000) with Retainment Tank; and

**WHEREAS**, the proceeds received for the sale the Leaf Vacuum will be an additional contribution to Equipment Reserve for the 2015-2016 fiscal year; and

**WHEREAS**, the proceeds received for the sale the 1996 Fuel Tank with Retainment Tank will be distributed equally between General, Airport, Electric, Sewer and Natural Gas Funds; and

**WHEREAS**, The Village of Hamilton Electric & Water Utilities has no further use of said 2000 International Dump Truck; and

**WHEREAS**, the proceeds received for the sale the 2000 International Dump Truck will be distributed equally between the Electric and Water funds; now

**THEREFORE BE IT RESOLVED**, that Village of Hamilton Board of Trustees authorizes the Village Administrator to surplus said vehicles; and

**BE IT FURTHER RESOLVED**, that the 2004 Leaf Vacuum, 1996 Fuel Tank (Double 2000) with Retainment Tank & 2000 International Dump Truck; be sold through auction or to another municipality, whichever generates the best price for the sale.

**Motion by:** Trustee Lura

**Second by:** Trustee Servedio  
**Carried:** unanimously

**Resolution #146-2015  
Town of Madison Fire Contract 2015-2016**

**WHEREAS,** the Board of Trustees of the Village of Hamilton has agreed to provide fire protection to specific areas within the Town of Madison; and

**WHEREAS,** the Board of Trustees has calculated said cost of providing said fire protection is \$97,645.00; now

**THEREFORE BE IT RESOLVED,** that the Board of Trustees, of the Village of Hamilton Authorizes Mayor Robert McVaugh to execute said Fire Contract with the Town of Madison to provide fire protection in the Town of Madison from January 1<sup>st</sup>, 2016 to December 31<sup>st</sup>, 2016 for \$97,645.00.

**Moved:** Trustee Servedio  
**Seconded:** Trustee Carter  
**Carried:** unanimously

**Resolution #147-2015  
Town of Lebanon Fire Contract 2015-2016**

**WHEREAS,** the Board of Trustees of the Village of Hamilton has agreed to provide fire protection to specific areas within the Town of Lebanon; and

**WHEREAS,** the Board of Trustees has calculated said cost of providing said fire protection is \$16,152.00; now

**THEREFORE BE It RESOLVED,** that the Board of Trustees, of the Village of Hamilton Authorizes Mayor Robert McVaugh to execute said Fire Contract with the Town of Lebanon to provide fire protection in the Town of Lebanon from January 1<sup>st</sup>, 2016 to December 31<sup>st</sup>, 2016 for \$16,152.00.

**Moved:** Trustee Servedio  
**Seconded:** Trustee Carter  
**Carried:** unanimously

**Resolution #148-2015  
Fire Contract with Town of Hamilton 2015-2016**

**WHEREAS**, the Board of Trustees of the Village of Hamilton has agreed to provide fire protection to specific areas within the Town of Hamilton; and

**WHEREAS**, the Board of Trustees has calculated said cost of providing said fire protection is \$47,615.00; now

**THEREFORE BE It RESOLVED**, that the Board of Trustees, of the Village of Hamilton Authorizes Mayor Robert McVaugh to execute said Fire Contract with the Town of Hamilton to provide fire protection in the Town of Hamilton from January 1<sup>st</sup>, 2016 to December 31<sup>st</sup>, 2016 for \$47,615.00.

**Moved:** Trustee Servedio  
**Seconded:** Trustee Carter  
**Carried:** unanimously

**Sidewalk Reimbursement:** Mr. Witherspoon, 15 W Pleasant, filed his paperwork after the work was completed. Treasurer Henderson is seeking a motion to approve payment. A **motion** was made by Trustee Servedio to approve the reimbursement of \$600.00 for replacement of sidewalks. The **motion** was seconded by Trustee Loveless and unanimously carried.

**Mortgage Tax:** Report was reviewed and accepted.  
**Sales Tax:** Report was reviewed and accepted.  
**Justice Reports:** Were reviewed and accepted.

**Symphony Donation:** A **motion** was made by Trustee Loveless to accept the \$25.00 donation for the Symphony. The **motion** was seconded by Trustee Lura and unanimously carried.

**Claims:**  
Treasurer's Report

October 20, 2015

**Resolution NO. 149-2015**

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 (1)

	4d	20,607.83
	9/25/15	
	5a	17,822.48
	10/2/15	
	5b	17,592.06
	10/9/15	
	5c	17,101.76
	10/16/15	
	Paid Expenses	29,484.89
	5A	222,354.63
	Monthly Vouchers	
Airport (3)		
	4d	305.33
	9/25/15	
	5a	1,271.94
	10/2/15	
	5b	682.15
	10/9/15	
	5c	1,123.73
	10/16/15	
	Paid Expenses	25,686.02
	5A	9,802.41
	Monthly Vouchers	
Electric (4)		
	4d	5,605.20
	9/25/15	
	5a	4,360.76
	10/2/15	
	5b	5,684.32
	10/9/15	
	5c	6,142.50
	10/16/15	
	Paid Expenses	25,158.69
	5A	95,011.49
	Monthly Vouchers	
Water (5)		
	4d	2,165.47
	9/25/15	
	5a	2,690.53
	10/2/15	
	5b	2,197.85
	10/9/15	
	5c	1,683.93
	10/16/15	
	Paid Expenses	1,315.50
	5A	10,569.99
	Monthly Vouchers	
Sewer (6)		

	4d	3,313.93
	9/25/15	
	5a	3,212.93
	10/2/15	
	5b	3,674.74
	10/9/15	
	5c	3,225.09
	10/16/15	
	Paid Expenses	3,143.36
	5A	115,823.47
	Monthly Vouchers	
Recreation (8)		
	5a	28.69
	Monthly Vouchers	
Natural Gas (10)		
	4d	6,368.23
	9/25/15	
	5a	5,363.86
	10/2/15	
	5b	4,798.57
	10/9/15	
	5c	5,846.12
	10/16/15	
	Paid Expenses	20,319.78
	5A	40,388.14
	Monthly Vouchers	
Trust & Agency (11)		
	Paid Expenses	11,680.18
	5A	1,926.90
	Monthly Vouchers	
Capital Projects (27)		
	Paid Expenses	0.00
	5A	3,207.32
	Monthly Vouchers	

Motion: Trustee Loveless  
 Second: Trustee Carter  
 Carried: unanimously

November 17, 2015

**Resolution NO. 150-2015**

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 (1)

5d	18,607.11
10/23/15	
5e	22,023.47
10/30/15	
6a	17,103.70
11/06/15	
6b	18,000.13
11/13/15	
6c	20,192.54
11/20/15	
Paid Expenses	106,670.34
6A	536,285.92
Monthly Vouchers	

Airport (3)

5d	489.13
10/23/15	
5e	497.38
10/30/15	
6a	322.53
11/06/15	
6b	290.37
11/13/15	
6c	296.35
11/20/15	
Paid Expenses	19,753.55
6A	16,990.84
Monthly Vouchers	

Electric (4)

5d	5,711.29
10/23/15	
5e	6,206.04
10/30/15	
6a	5,590.22
11/06/15	
6b	5,385.96
11/13/15	
6c	4,907.80
11/20/15	
Paid Expenses	43,477.94
6A	163,717.39
Monthly Vouchers	

Water (5)

	5d	2,024.46
	10/23/15	
	5e	1,903.71
	10/30/15	
	6a	3,776.47
	11/06/15	
	6b	3,050.20
	11/13/15	
	6c	2,747.95
	11/20/15	
	Paid Expenses	2,128.55
	6A	28,241.19
	Monthly Vouchers	
Sewer (6)		
	5d	3,599.78
	10/23/15	
	5e	3,741.26
	10/30/15	
	6a	3,458.80
	11/06/15	
	6b	3,071.30
	11/13/15	
	6c	3,368.36
	11/20/15	
	Paid Expenses	26,756.48
	6A	113,374.72
	Monthly Vouchers	
Recreation (8)		
	6A	1,072.00
	Monthly Vouchers	
Natural Gas (10)		
	5d	5,459.17
	10/23/15	
	5e	6,695.13
	10/30/15	
	6a	4,858.29
	11/06/15	
	6b	4,974.58
	11/13/15	
	6c	3,769.84
	11/20/15	
	Paid Expenses	204,441.77
	6A	35,006.93
	Monthly Vouchers	

Trust & Agency (11)

Paid Expenses	13,904.57
6A	1,915.00
Monthly Vouchers	

Expendable Trust (12)

Paid Expenses	1.94
6A	0.00
Monthly Vouchers	

Capital Projects (27) Airport

6A	4,500.00
Monthly Vouchers	

Capital Projects (35) Security Substation

6c	1,260.12
11/20/15	
6A	137,023.95
Monthly Vouchers	

**Motion:** Trustee Loveless

**Seconded:** Trustee Lura

**Carried:** unanimously

**Resolution NO. 151-2015**

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 – November Transfers**

General

FROM:	5-1990.470	Contingency	-169.00
TO:	5-1010.400	Board/Trustees-Schools, Conf & Dues	169.00
FROM:	5-1325.410	Treasurer – Materials & Supplies	-100.00
TO:	5-1325.470	Treasurer - Other Expenses	100.00
FROM:	5-9015.800	Fire & Police Retirement	-7,314.71
TO:	5-3120.410	Police – Materials & Supplies	2,836.28
TO:	5-3410.410	Fire Dept. – Materials & Supplies	149.27
TO:	5-5110.410	Street Maintenance – Materials & Supplies	4,279.41
TO:	5-8010.410	Zoning – Materials & Supplies	49.75

FROM:	5-3120.470	Police – Other Expenses	-300.00
TO:	5-3120.410	Police – Materials & Supplies	300.00
FROM:	5-3120.490	Police – Vehicle Expenses	-1,514.16
TO:	5-3120.460	Police – Contract, Op & Mtc.	1,514.16
FROM:	5-3410.460	Fire Dept. – Contract, Oper & Mtc.	-2,673.07
TO:	5-3410.470	Fire Dept. – Other Expenses	2,573.07
TO:	5-3410.480	Fire Dept. – Repairs	100.00
FROM:	5-5410.100	Sidewalks – Personal Services	-681.00
TO:	5-5110.410	Street Maintenance – Materials & Supplies	681.00
FROM:	5-9015.800	Fire & Police Retirement	-450.00
TO:	5-5610.410	Airpark-Materials & Supplied	300.00
TO:	5-5610.490	Airpark – Vehicle Expense	150.00
FROM:	5-7110.410	Parks- Materials & Supplies	-50.00
TO:	5-7110.470	Parks – Other Expensed	50.00
FROM:	5-9015.800	Fire & Police Retirement	-3,300.00
TO:	5-7550.470	Celebrations – Other Expenses	3,300.00
FROM:	5-8189.200	Recycling – Equipment	-5,000.00
TO:	5-8189.490	Recycling – Vehicle Expenses	5,000.00

Airport

FROM:	5-5610.100	Airport – Personal Services	-2,653.00
TO:	5-1910.470	Airport – Unallocated Insurance	2,653.00
FROM:	5-5610.100	Airport – Personal Services	-3,846.40
TO:	5-5610.470	Airport _ Other Expenses	3,846.40

Electric

FROM:	5-8342.100	Oper Distribution Lines _ Personal Services	-10,000.00
TO:	5-8342.400	Oper Distribution Lines	10,000.00
FROM:	5-8361.100	Oper of St. Light System	-200.00
TO:	5-8362.400	Repr to St. Light System	200.00

Water

FROM:	5-1620.200	Buildings - Equipment	-350.00
TO:	5-1620.480	Buildings - Repairs	350.00

FROM:	5-8310.410	Admin-Materials & Supplies	-300.00
TO:	5-8310.440	Admin – Contract Prof & Tech	200.00
TO:	5-8310.470	Admin - Other Expenses	100.00
FROM:	5-8320.410	Source of Supply – Materials & Supplies	-500.00
TO:	5-8320.440	Source of Supply – Contract, Prof & Tech	500.00
FROM:	5-1990.470	Contingency	-350.00
TO:	5-9901.910	Transfer to General Fund	350.00

Sewer

FROM:	5-8110.410	Admin – Materials & Supplies	-250.00
TO:	5-8110.440	Admin – Contract, Prof & Tech	250.00
FROM:	5-1990.470	Contingency	-350.00
TO:	5-9901.910	Transfers to General Fund	350.00

Natural Gas

FROM:	5-0851.000	System Control & Load Dist.	-200.00
TO:	5-0870.000	Oper Supervision & Engineering	200.00
FROM:	5-0874.470	Mains & Services – Uniforms	-1,657.47
TO:	5-0874.410	Mains & Services – Materials & Supplies	1,657.47
FROM:	5-0874.000	Main & Services Expenses	-1,000.00
TO:	5-0874.410	Mains & Services – Materials & Supplies	1000.00
FROM:	5-0875.000	Measuring & Regulating Station	-5,345.76
TO:	5-0878.000	Meter & House Regulators	5,345.76
FROM:	5-0887.100	Maint. of Mains – Personal Services	-1,700.00
TO:	5-0887.000	Maint. of Mains	650.00
TO:	5-0889.000	Maint. of Meas. & Reglt Station	100.00
TO:	5-0893.000	Maint. –Meters & House Regulators	50.00
TO:	5-0894.000	Maint. Of Other Equipment	900.00
FROM:	5-0920.400	Admin-Schools, Conf & Dues	-3,084.20
TO:	5-0920.410	Admin – Materials & Supplies	50.00
TO:	5-0921.000	Admin & Gen –Office Supplies	2,450.00
TO:	5-0824.000	Property Insurance	584.20

**Motion:** Trustee Carter  
**Second:** Trustee Loveless  
**Carried:** unanimously

**NEW BUSINESS**

1. **Toys for Tots:** will be set up at the tree lighting
2. **Chuck Fox Request:** see page 13
3. **Dog Park:** see page 13
4. **Tree Lighting Road Closure Request:** A **motion** was made by Trustee Servedio to close the street for the tree lighting (E Broad). The **motion** was seconded by Trustee Loveless and unanimously carried.
5. **Fire Chief:** see Trustee Carter's Report
6. **College Street Culvert:** see Administrator Graham's report
7. **White Property Lease Agreement:** see Administrator Graham's report
8. **Executive Session-**not needed

The Board decided that all information, including Trustee reports, is to be delivered to the Board electronically on the Friday before their Tuesday monthly meeting so they can review it prior to that meeting.

#### **OLD BUSINESS**

1. **7 Enos Ave:** Tabled.
2. **Handbook:** Tabled.
3. **Milford Street Parking Lot:** Because gas is being installed on this street, the lot will have to wait.

#### **Adjournment**

There being no further business to come before the Board, Trustee Servedio made a **motion** to adjourn. The **motion** was seconded by Trustee Loveless and carried. The meeting adjourned at 9:35p.m.

Respectfully submitted,  
Kim Taranto