

**Village of Hamilton
Board of Trustees
Regular Meeting of January 19, 2016
6:00pm**

APPROVED MINUTES

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

Absent: Trustee Loveless

Public Present: Sally Lura; Jim Leach; Don Haight; Suzanne Collins

Mayor McVaugh called the meeting to order at 6:06 p.m.

Approval of Agenda: Changes requested: Administrator Graham and Treasurer Henderson will be presenting their reports tonight first due to inclement weather conditions. A **motion** was made by Trustee Lura to approve the agenda as amended. The **motion** was seconded by Trustee Carter and unanimously carried.

Approval of Minutes of the December 15, 2015, Regular Monthly Meeting: Changes Requested: None
A **motion** was made by Trustee Lura to approve the minutes of the December 15, 2015, meeting as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

Approval of Minutes of the Special Meeting of December 30, 2015: Changes requested: None
A **motion** was made by Trustee Lura to approve the minutes of the special meeting of December 30, 2105, as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

Public Comment: None

ADMINISTRATOR GRAHAM'S REPORT

2015 NYMPA Report: Administrator Graham reported on the 2015 Comparison of Selected statistics Averages for 27 Reporting NYMPA Members, stating that we fared better than most.

**Resolution #1-2015
Depot Engineering
College Street Culvert
Deck Replacement Proposal**

WHEREAS, the Village of Hamilton Board of Trustees (BOT) contracted with Depot Engineering to inspect and provide an evaluation of the load carrying capacities of the College Street Culvert, including long and short term recommendations regarding the use of said culvert; and

WHEREAS, the Village of Hamilton BOT has received said report from Depot

Engineering dated December 1st, 2015 recommending that for the short term the culvert weight be posted to twelve tons; and

WHEREAS, the Village of Hamilton BOT has received a long term proposal from Depot Engineering, recommending deck replacement and rehabilitation of the existing abutments; now

THEREFORE BE IT RESOLVED, that the Village of Hamilton BOT authorizes the Mayor to execute the attached "Proposal for Professional Services" submitted by Depot Engineering, dated January 4th, 2016; and

BE IT FURTHER RESOLVED, that a not to exceed, without prior written authorization, lump sum fee of Twenty Four Thousand dollars (\$24,500.00) as described in "items 1-5 & 7" on the attached proposal be authorized; and

BE IT FURTHER RESOLVED, that a not to exceed, without prior written authorization, lump sum fee of Two Thousand dollars (\$2,000.00) be authorized as described in "item 6" of the attached proposal

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

EFC Grant: We did not score high enough to qualify based on median household income.

Shared Service Agreement with DOT: Administrator Graham reported the DOT is not interested in sharing equipment. No action taken.

Dog Park: The committee has suggested the College Street Tennis court area. The MUC is not in favor of this being a viable option. Trustee Lura wanted it noted that the parks in Chittenango and New Hartford are Town parks and have full time staff. Tabled.

TREASURER HENDERSON'S REPORT

Boland: Final payment (retainage) for Boland for the Airport taxiway expansion for the new t-hangar is due.

Returned Check Fee: Ms. Austin is asking for the fee to be waived on a check for a death certificate because a mix up with the account. A **motion** was made by Trustee Lura to waive the fee. The **motion** was seconded by Trustee Carter and unanimously carried.

Budget Workshop Calendar: Budget meetings will be every Wednesday, from 1-3pm, at the Village office, starting February 17, 2016 through March 30, 2016.

RESOLUTION NO. #2-2016 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF HAMILTON

RESOLUTION APPROVING AGREEMENT WITH THE COOPERATIVE PURCHASING NETWORK

WHEREAS, the Board of Trustees of the Village of Hamilton has been presented a proposed intermunicipal agreement between the Village of Hamilton and the Texas Region 4 Education Service Center, lead agency for The Cooperative Purchasing Network (TCPN), and

WHEREAS, the Board of Trustees of the Village of Hamilton, pursuant to the provisions of section 103(16) of the New York General Municipal Law, has the authority to enter into cooperative purchasing agreements with other political subdivisions and municipal purchasing cooperatives, both within New York State and in other states, and

WHEREAS, the Board of Trustees of the Village of Hamilton desires to participate in the TCPN cooperative purchasing program, whose lead agency is the Texas Region 4 Education Service Center, and hereby finds that participation in the program will be in the public interest and beneficial to the taxpayers of the Village of Hamilton through the anticipated savings to be realized in the purchase of certain products.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Hamilton hereby approves the attached agreement between the Village of Hamilton and the Texas Region 4 Education Service Center, Lead Agency for the Cooperative Purchasing Network, and it is hereby further

RESOLVED, the Mayor be, and is hereby authorized to execute the attached agreement between the Village of Hamilton and the Texas Region 4 Education Service Center, Lead Agency for the Cooperative Purchasing Network, and that Randy Weaver, as department head of the Village of Hamilton Department of Public Works, is hereby designated as agent to act on behalf of the Village of Hamilton in all matters relating to TCPN and is authorized to make purchases on behalf of the Village of Hamilton through TCPN.

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

**Sale of Salt Brine
RESOLUTION NO. #3-2016**

WHEREAS, the Village of Hamilton has the facilities and equipment to produce salt brine, an anti-icing liquid, and has the capacity to produce more salt brine than is needed for Village purposes; and

WHEREAS, a number of municipal entities wish to purchase the product and use it on local Town, Village and County roads, streets and highways for the 2015-16 winter season.

NOW THEREFORE BE IT HEREBY RESOLVED, that the Village of Hamilton shall supply premixed salt brine product to Town, Village, City and County Highway Departments as requested, subject to availability and constraints of Village resources as they may exist from time to time; and

BE IT FURTHER RESOLVED, that the Village of Hamilton Board of Trustees authorizes the Mayor to execute the Village's standard form salt brine agreement with the following municipal entities for the 2015-2016 winter season:

Town of Brookfield
Town of Cazenovia
Town of DeRuyter
Village of Earlville
Town of Eaton
Village of Ilion
Town of Lebanon
Town of Lincoln
Town of Madison
Waterville School District
City of Oneida

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

Ice Rink Donation: A **motion** was made by Trustee Servedio to accept the \$250.00 donation from the Hamilton Lions Club. The **motion** was seconded by Trustee Lura and unanimously carried.

**PETTY CASH INCREASE FROM \$100.00 to \$200.00
RESOLUTION NO #4- 2016**

WHEREAS, the current petty cash fund is \$100.00; and

WHEREAS, the current amount of \$100.00 is not adequate to effectively serve the DPW, Police, Utility, etc. personnel for reimbursements of meals, postage, etc. on a monthly basis;

NOW THEREFORE, BE IT RESOLVED by the Village of Hamilton Board of Trustees, that the petty cash held in the Village Clerk office is increased from \$100.00 to \$200.00.

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

2016 Pick Up: Tabled

Dry Hydrants: The fire department acquired through a grant, dry hydrants.

**GENERAL FUND BUDGET MODIFICATION
Fire Department – Equipment and Capital Outlay (01-5-3410.200)
FINANCE RESOLUTION NO. #5-2016**

WHEREAS June 21, 2015, the Village of Hamilton Fire Department applied for \$2,000.00 from the 2015 Volunteer Fire Assistance Grant to assemble as many dry hydrants as possible, with 50% of the project cost to be available from other sources; and

WHEREAS the grant was awarded and monies received by the Village of Hamilton in the amount of \$1,500.00, for the Hamilton Village Fire Department, which has not been budgeted for in the 2015-2016 fiscal year; and

WHEREAS the expenditures for the dry hydrants have been accounted for in the Fire Dept. – Equipment and Capital Outlay appropriation line item (01-5-3410.200) in the amount of 3,043.10, which also was not budgeted for in the 2015-2016 fiscal year.

NOW THEREFORE BE IT RESOLVED that the General Fund’s State Aid, Other Revenue (01-4-3089.000) line item and the Fire Dept. – Equipment and Capital Outlay Appropriation (01-5-3410.200) line item be increased by \$1,500.00 to reflect the above award and received 2015 Volunteer Fire Assistance Grant for the 2015-2016 budget.

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

**GENERAL, AIRPORT, ELECTRIC, WATER, SEWER, EXPENDABLE TRUST
& LEBANON ST. PROJECT 2013 FUND BUDGET MODIFICATION
Deleted Purchase Order from 2014-2015 Fiscal Year into the 2015-2016 Fiscal Year
FINANCE RESOLUTION NO. #6-2016**

WHEREAS, it has come to the Village’s attention that in April of the 2014-2015 fiscal year, a check was voided due to the delayed delivery of the Navistar Dump Truck, which had a related purchase order posted against it; and

WHEREAS, when the check was voided the purchase order was considered completed and inadvertently was not reissued so it could be rolled into the next fiscal year; and

WHEREAS, the 2015-2016 budget does not reflect the purchase of the Dump Truck and a budget adjustment is required in order to issue a purchase order in the new fiscal year,

NOW THEREFORE BE IT RESOLVED, that following line items be increased to reflect encumbrances and the fund balance of the appropriate fund balances be decreased

01-5-5110.200	83,184.62
01-5-8189.200	29,793.00
01-5-5142.200	<u>30,553.39</u>
General Fund	143,531.01
03-5-5610.200	5,851.99
Total	149,383.00

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

**EXPENDABLE TRUST FUND BUDGET MODIFICATION
Symphony – Materials & Supplies (12-5-7600.410)
RESOLUTION NO #7-2016**

WHEREAS the Symphony – Materials & Supplies appropriation line item of the Expendable Trust Fund requires an increase of \$41.91; and

WHEREAS in April and May at the fiscal year but before the start of the new fiscal a year, expenditures are made for postage, printing, posters, etc. of approximately 70.00; and

WHEREAS donations to the Symphony have exceeded the 2015-2016 budget by \$2,180.00;

NOW THEREFORE BE IT RESOLVED, that the Village of Hamilton Board of Trustees hereby authorizes the Village Treasurer to modify the 2015-2016 Expendable Trust Fund Budget, by increasing the Symphony – Materials & Supplies appropriation line item (12-5-7600.410) along with Gifts and Donations Revenues (12-4-2707.000) by \$111.91.

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

Conference: Trustee Lura made a **motion** to approve Treasurer Henderson’s request to attend a conference in April. The **motion** was seconded by Trustee Servedio and unanimously carried.

Justice Reports: Were reviewed and accepted.

Claims:
January 19, 2016

Resolution NO. 8-2016

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>
General (1)	
7c	18,013.35
12/18/15	
7d	22,352.18
12/24/15	
7e	19,287.84
12/31/15	
8a	20,102.15
01/08/16	
8b	18,305.78
01/15/16	

	Paid Expenses	109,671.24
	8A	603,817.44
	Monthly Vouchers	
Airport (3)		
	7c	305.33
	12/18/15	
	7d	535.74
	12/24/15	
	7e	294.36
	12/31/15	
	8a	913.43
	01/08/16	
	8b	828.11
	01/15/16	
	Paid Expenses	5,346.37
	8A	28,628.41
	Monthly Vouchers	
Electric (4)		
	7c	3,936.86
	12/18/15	
	7d	5,122.27
	12/24/15	
	7e	6,923.48
	12/31/15	
	8a	8,285.02
	01/08/16	
	8b	6,009.44
	01/15/16	
	Paid Expenses	128,580.28
	8A	84,923.34
	Monthly Vouchers	
Water (5)		
	7c	1,828.53
	12/18/15	
	7d	2,888.28
	12/24/15	
	7e	2,213.90
	12/31/15	
	8a	1,945.32
	01/08/16	
	8b	2,614.63
	01/15/16	
	Paid Expenses	3,656.77
	8A	6,442.10
	Monthly Vouchers	
Sewer (6)		

	7c	3,324.54
	12/18/15	
	7d	3,675.60
	12/24/15	
	7e	3,459.62
	12/31/15	
	8a	3,363.45
	01/08/16	
	8b	3,870.08
	01/15/16	
	Paid Expenses	40,827.32
	8A	64,971.41
	Monthly Vouchers	
Natural Gas (10)		
	7c	5,763.16
	12/18/15	
	7d	7,280.52
	12/24/15	
	7e	5,147.08
	12/31/15	
	8a	6,013.69
	01/08/16	
	8b	4,262.01
	01/15/16	
	Paid Expenses	156,352.09
	8A	43,341.67
	Monthly Vouchers	
Trust & Agency (11)		
	Paid Expenses	15,810.50
	8A	2,837.20
	Monthly Vouchers	
Expendable Trust (12)		
	Paid Expenses	0.00
	8A	215.54
	Monthly Vouchers	
Capital Projects (27) Airport		
	Paid Expenses	0.00
	8A	7,501.32
	Monthly Vouchers	
Capital Projects (35) Security Substation		
	7c	2,206.63
	12/18/15	

7d	132.34
12/24/15	
7e	0.00
12/31/15	
8a	92.79
01/08/16	
8b	0.00
01/15/16	

Paid Expenses	368.56
8A	246,570.91
Monthly Vouchers	

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

Resolution NO. #9-2016

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:	5-9010.800	NYS Retirement	-4,587.30
TO:	5-1950.470	Taxes & Assessment	4,587.30

Airport

FROM:	5-5610.100	Airport – Personal Services	-1,186.65
TO:	5-1220.400	Admin – Schools, Conf & Dues	250.00
TO:	5-1950.470	Airport-Property Taxes	936.65
FROM:	5-5610.400	Airport-Schools, Conf & Dues	550.00
TO:	5-5610.470	Airport - Other Expenses	550.00
FROM:	5-9950.900	Transfer to Capital Project	-17,000.00
TO:	5-5610.440	Airport-Contact Prof & Tech	17,000.00

Electric

FROM:	5-1620.200	Buildings – Equipment	-1,342.28
TO:	5-1950.000	Taxes	1,342.28

Water

FROM:	5-1990.470	Contingency	-200.00
TO:	5-8320.470	Source of Supply – Other Expenses	200.00

Sewer

FROM:	5-1990.470	Contingency	-1,000.00
FROM:	5-8130.410	Sewage Trt & Disp. – Materials & Supplies	-5,538.47
TO:	5-8130.470	Sewage Trt & Disp. – Other Expenses	6,538.47

Natural Gas

FROM:	5-0920.400	Admin – Schools, Conf & Dues	-379.03
TO:	5-0920.410	Admin – Materials & Supplies	15.00
TO:	5-0923.000	Outside Services	125.00
TO:	5-1950.470	Taxes & Assessments	239.03

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

NEW BUSINESS

1. Judge Haight’s Report

VILLAGE OF HAMILTON COURT
2015 ANNUAL REPORT
ACTING VILLAGE JUSTICE

This is the fifth year that I have submitted a separate Village report. The reason is that I am following the Office of Court Administration and State Comptroller’s recommendation that an Acting Justice have his own separate account since he is responsible for the monies taken in.

I have handled 210 cases for the village. I have also done numerous arraignments, search warrants, and

arrest warrants for the village Police Dept. I have done 24 arraignments for the village in 2015. These were done when Court was not in session.

The total revenue received representing all types of Criminal, Civil, and Vehicle and Traffic violations and misdemeanor charges totaled \$23,831.50. The State Comptroller’s office combines both justice reports into one, so I cannot give you the amount that the village’s portion was from the amount that I collected. The 65

dismissed cases were because of cases that the District’s Attorney’s office dismissed in lieu of a guilty plea to the highest charge, or if there were numerous charges for the same defendant. Also the Court is allowed to dismiss vehicle equipment tickets if the equipment is repaired within 24 hours.

Judge Haight, the Board, and the Village Attorney discussed steps to abolish the village court.

2. **Cruise In Request:** Tabled

3. **Filming of Pottersville:** The Mayor thanked all Village employees on their cooperativeness, long hours and

4. **Interior Painting-Substation:** Administrative Assistant Mitchell said we are almost at the point where painting needs to begin. Administrator Graham stated two DPW workers will be doing the painting.
5. **SOMAC:** Trustee Servedio will be the Liaison to SOMAC, not a non-voting Board member
6. Executive Session

TRUSTEE LOVELESS' REPORT (via email)

Library Board:

1. Budget is being developed with the help of Mary Ann Henderson
2. Financial accounts have been streamlined to acknowledge large memorial and in honor gifts
3. Heating issues continue to plague the building
4. MOU with the village needs to be finalized, RA will follow up
5. Part time positions of Digital Coordinator and Program & Events Coordinator may be combined to offer more opportunities for applicants

Hamilton Business Alliance: No January Meeting, next planned for February 3

Historical Commission: meets January 25

Recreation Commission:

1. Meeting will be later this month
2. Harry Jarcho, Director of Hamilton Recreation Program, has been organizing activities for February winter break.

Parks Advisory Committee: Symphoria is scheduled to perform July 7th. The BOT is in full support.

Shared Services Committee: No report

TRUSTEE LURA'S REPORT

MUC:

1. Power to the security substation and the new athletic facility.
2. There are 58 gas customers. A plan for future installation of gas lines will be prepared.
3. Preliminary engineering plans for the waste water treatment plant have been received from the MRB group, the Village's engineers for the project.
4. Good Nature Brewery has submitted revised infrastructure plans for review.

5. There have been a number of issues with customers not paying their utility bills. This happens regularly with the staff having to try to collect payments past due.

Streets, Sidewalks and Streetscape: No report.

DPW and Solid Waste Management:

1. The lack of snow has allowed the crew to spend a significant amount of time on finishing the interior of the DPW garage.

2. The new plow has arrived.

3. Randy has been meeting with the recreation committee to discuss trail initiatives.

Madison Street Cemetery:

1. There has been no activity.

PCD:

1. The PCD is in the midst of their annual fund raising campaign.

2. The board approved the hiring of Harry Sicherman for consulting services for CDBG activities. The hiring followed a formal procurement process outlined by NYS and the Federal government for the hiring of consulting services for CDBG funded projects. The PCD had hired him previously to help prepare the application for the airport grant.

3. The Board approved signing a sub-recipient contract with the Village for undertaking the airport study.

4. The advisory committee for the airport study met and has begun putting together the RFP for a consultant to undertake the planning study.

5. The director has been working with the recreation committee and DPW on a recreation plan focused on the trail system. A graduate class from Cornell will be providing some assistance.

6. The PCD hosted a Life Long Learning class on senior housing in the Village.

**Resolution #10-2016
Establishing Fair Housing Plan and Officer**

WHEREAS, New York State, as a recipient and grantor of federal funds, recognizes its statutory duty under the Fair Housing Act to affirmatively further fair housing (AFFH);

WHEREAS, for each year an eligible recipient has an open CDBG contract, it must submit records of its AFFH activities to HCR's Fair and Equitable Housing Office at [ELHO@j\]yshaorg](mailto:ELHO@j]yshaorg);

NOW THEREFORE IT RESOLVED that the Village of Hamilton has agreed to affirmatively affirm fair housing by adopting a Fair Housing Plan (attached); and be it further

RESOLVED, that the Village of Hamilton appoints the Village Administrator or his/her designee as the Village Fair Housing Officer; and be it further

RESOLVED, that the Village of Hamilton will provide appropriate information regarding Fair Housing; and be it further

RESOLVED, that the Village of Hamilton's Board of Trustees authorizes the Mayor to certify the above.

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

Resolution #11-2016

RESOLUTION APPROVING GRANT AGREEMENT WITH HOUSING TRUST FUND CORPORATION / NYS OFFICE OF COMMUNITY RENEWAL

WHEREAS, the Village of Hamilton has received notice of an award of grant funds in the amount of \$50,000 through the New York State Housing Trust Fund Corporation / Office of Community Renewal ("Grant") for the completion of a development feasibility study for the Hamilton Airpark ("Project") and

WHEREAS, the Village wishes to accept the Grant and complete the Project consistent with the requirements of the Grant.

NOW THEREFORE, BE IT RESOLVED that the acceptance of the Grant and the completion of the Project constitute a Type II action pursuant to the section 617.5(c) (21) of the implementing regulations of the New York State Environmental Quality Review Act, as the Project consists solely of a planning study and preparation of a report that does not bind or commit the Board of Trustees of the Village of Hamilton to engage in any further project or activity that may have an impact on the environment, and it is hereby further

RESOLVED that the Board of Trustees of the Village of Hamilton hereby approves the attached New York State Community Development Block Grant Agreement between the Village of Hamilton and the Housing Trust Fund Corporation, represented by the NYS Office of Community Renewal ("Agreement"), and it is hereby further

RESOLVED, the Mayor be, and is hereby authorized to execute the attached Agreement on behalf of the Village of Hamilton and to deliver the signed Agreement to the Office of Community Renewal, and to also execute such other documents as may be necessary and/or advisable to carry out the requirements and intent of the attached Agreement and this resolution.

Motion: Trustee Lura; **Second:** Trustee Servedio; **Carried:** unanimously

Resolution #12-2016
RESOLUTION APPROVING A CONTRACT WITH
THE PARTNERSHIP FOR COMMUNITY DEVELOPMENT
FOR ECONOMIC DEVELOPMENT/SMALL BUSINESS AWARD PROGRAM

WHEREAS, the Village of Hamilton has received an award of grant funds through the New York State Housing Trust Fund Corporation Office of Community Renewal (“Grant”) for the completion of a development feasibility study for the Hamilton Airpark (“Project”) and

WHEREAS, the Village wishes to contract with the Partnership for Community Development (“PCD”) to oversee and complete the Project consistent with the requirements of the Grant.

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Hamilton hereby approves the attached agreement between the Village of Hamilton and the Partnership for Community Development pursuant to which the PCD will oversee and complete the Project, and it is hereby further

RESOLVED, the Mayor be, and is hereby authorized to execute the attached agreement, and to also execute such other documents as may be necessary and/or advisable to carry out the intent of the attached agreement and this resolution.

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

TRUSTEE CARTER’S REPORT

Village Court: Forty-five cases were handled in the court this past month, twelve of which resulted in dismissal. A total of thirty-three people accounted for the case load. The majority of the cases dealt with road safety and of those, careless or unsafe driving accounted for nine traffic violations. There were also nine cases involving inappropriate use of alcohol and/or other drugs. Finally, there were single cases of harassment, petit larceny, and the use of forged documents.

Fire Department: A look back over 2015 shows that the department dealt with 708 calls for assistance. Of those, 481 were fire calls and 227 were requests for emergency medical services. Including meetings, training sessions and response times, this band of volunteers clocked in 5,976 hours last year! Due to financial constraints, some truck repairs are being put on hold until funds become available. The department is planning a Casino Night Fundraiser to be held in early March. More about this can be found at the Department’s web site: <http://hamiltonfd.org/>.

Police Department: The Department reported twenty-nine incidents in which Police intervened during the month of December. Fourteen of the incidents involved vehicles, six of which resulted in property damage; five incidents were alcohol related; two, involved illegal possession of marijuana; and the rest involved trespass, an attempted suicide, domestic violence, and an emergency medical call from Colgate. More recently there was a case involving the sexual assault of a disabled person; the accused is being held at County Justice Center awaiting trial. Police are busy monitoring the deer cull which has yielded a harvest of 14 thus far. The Department continues to respond to requests for assistance with the “Pottersville” movie production.

Campus Safety: The Hamilton Police Department was called in to help on two occasions with satisfactory results each time.

BRiDGES/Hamilton Area Community Coalition (HACC): Under the leadership of its new Program Coordinator Melissa Cassulis, HACC is planning a drug and alcohol awareness event featuring an award winning (3 national awards and 1 international) presenter Jermaine Galloway, otherwise known as “Tall Cop.” There is no charge for attending this event that is to be held at the Palace Theater on March 8th and 9th at 10:30 a.m.

Alcohol and Other Drugs Advisory Committee (ADAC): The Alcohol and Other Drugs Advisory Committee at Colgate University have decided to reduce its monthly meetings to bi-monthly sessions between now and the end of the academic year. The first meeting is to be in February and the second, in April.

Communications/Public Relations: No report

TRUSTEE SERVEDIO's REPORT

Airport/Airpark Commission: Meeting was held on 1/14/16

- Roger Rowlett was appointed to Colgate's Drone working group. The group was formed to review the new FAA requirements and to make sure the Colgate is operating drones in accordance with the law.
- Jennifer Marotta-Lutter spoke about the recent \$50,000 grant that was awarded (OCR Planning Grant). The PCD will develop an RFP that will be used to find a consultant who will do a full assessment of the airpark, develop an action plan, and develop a full marketing plan.
- The commissioners are reaching out to the director of the national naval aviation museum and a retired USAF Lt General to locate a military aircraft to permanently display at one of the 4 borders of the airport/airpark. They expect that this display will enhance economic development of the airport/airpark and serve as an attraction for groups to visit and use the facility.
- Administrative Assistant Mitchell gave an update on the status of the security substation and the deer cull.

Tree Committee: No report

Pedestrian Safety Committee: No report

Zoning Review Committee: - the two groups have been reviewing the proposed zoning changes.

Zoning Board of Appeals: No report

Planning Board: No report. Next meeting is 1/21/16

MAYOR McVAUGH'S REPORT

McVaugh – Report for Board of Trustees-January 19, 2016

Pottersville: The mechanics of the *Pottersville* visit have consumed much of my involvement over the past month. My commendation to everyone in the Village office for working through the many complications that the production company introduced as it adjusted to weather and to the travel of their actors. There is no question that the film has caused a great deal of inconvenience. Moreover, the village has incurred serious overtime costs. Yet, the net impact on the local economy will no doubt be positive and we can all hope that we will be on the edge of our seats at next year's academy awards. According to their instructions from the Governor, they were not expected to provide any compensation for use of municipal facilities or personnel. I found this quite frustrating and got a symbolic contribution for cleaning up the Village Office. Again, my hat is off to the Village crews, police, and staff.

Colgate Purchasing: Real and perceived changes in the Colgate purchasing practices provoked some strong concerns with some merchants in the Village – especially Parry's, Ray's and Curtis. I was able to have some conversations with Brian Hutzley and Jill Harsin about the seriousness of unilateral changes in the University's contribution to the local business community. My latest conversations suggest that Colgate is adjusting practices and involving direct discussions with some of the merchants. However, real and perceived damage has been done to relations between the University and some members of the business community.

Deer Harvest: Weather continues to work against us, but I can report at least 19 deer culled, with at least two contributed to the Food Cupboard. So far no incidents have occurred to mar the process, which is so smooth that many believe it is has been suspended. Let's hope for snowy weather and temperatures in the 20s to increase our numbers.

Working Group for Space Allocations in Village facilities: I have asked Alana, Sean, Rick, and Russ to join me to investigate a number of strategies for the redistribution of village functions in 3 Broad and the new Security Substation. We will bring the options to the full administration and Board early in the budget process.

Gas: I have asked Sean and Chris to work toward a projection of where lines are most likely to be added next year. In this way, residents can have earliest possible warning so they can plan their conversions with fullest possible information.

CAC: While a formal board vote is upcoming, it appears to be semi-official that the CAC will be relocated to the campus proper.

Good Nature: My understanding is that GNB has hired some additional engineers and that they are making significant progress of crucial utility design issues. They have submitted far more complete plans to the Planning Board for review.

Vincente Durante at the Airpark: Durante is in the process of putting in a purchase offer on the property in the Airpark west of Vantine's. This will be for a transfer facility to support the Pharmaceutical facility on Payne Street and will include space for future potential development. The Planning Board is advising us on the steps necessary to return the zoning to a B6 and we hope to move that process forward in February. Sean Graham and Jim Stokes have been great in facilitating this process.

Library: The Mayor and Trustee Loveless will be meeting with Director Virgil to discuss the current snow day policy at the Library.

Airport: The Trustees have several concerns with the draft of the letter and have recommendations for changes to the wording and any associated costs.

Executive Session: A **motion** was made by Trustee Lura to enter into an executive session at 8:30pm to discuss contractual matters. The **motion** was seconded by Trustee Carter and unanimously carried. A **motion** was made by Trustee Lura to exit the executive session at 8:59pm. The **motion** was seconded by Trustee Carter.

**Resolution #13-2016
Authorizing Village Chief Negotiator
For Upcoming SIEU and PBA Negotiations**

WHEREAS, the Village of Hamilton Board Of Trustees (BOT) and Municipal Utilities Commission (MUC) Labor Agreements with the Police Benevolent Association (PBA) Department of Public Works (DPW), and Utility Employees will expire on May 31st 2016; and

WHEREAS, the Village of Hamilton BOT and MUC are required to negotiate with the three bargaining units listed above; and

WHEREAS, the Village of Hamilton BOT and MUC have solicited estimated costs to provide negotiating services from Hancock and Estabrook LLP, who specialize in contract negotiations; and

WHEREAS, the Village of Hamilton MUC has reviewed said proposal submitted on January 19th, 2016; now

THEREFORE BE IT RESOLVED, that the Village of Hamilton BOT authorizes the Mayor to execute said Proposal for Professional Contract Negotiating Services between Hancock and Estabrook LLP; and

BE IT FURTHER RESOLVED, that the total not to exceed cost for said services, without prior written authorization from the Village of Hamilton Board of Trustees, shall not exceed Twenty Two Five Thousand Five Hundred dollars (\$22,500.00).

Motion by: Trustee Lura; **Second by:** Trustee Servedio; **Carried:** unanimously

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 Lura and carried. The meeting adjourned at 9:02p.m.

Respectfully submitted,
Kim Taranto