

**Village of Hamilton
Board of Trustees
Regular Meeting of October 17, 2017
5:30pm, Courthouse**

APPROVED MINUTES

Present: Mayor RuthAnn Speer Loveless; Trustees: Russ Lura, Sean Nevison, Joe Eakin and Jen Servedio(left at 6:47pm); Attorney Jim Stokes; Village Treasurer MaryAnn Henderson; Administrator Sean Graham; Administrative Assistant Nancy Mitchell

Absent: Village Clerk Alana Scheckler

Public Present: Susan Trueworthy; Bonnie Slocum; Lauri Hepburn

Mayor Loveless called the meeting to order at 5:30 p.m.

Agenda: Addition: Grant application for Onondaga County Alliance for Economic Inclusion

Approval of Minutes of the September 19, 2017, Regular Monthly Meeting: Changes Requested: A **motion** was made by Trustee Servedio to approve the minutes of the September 19, 2017, meeting as presented. The **motion** was seconded by Trustee Eakin and unanimously carried.

Approval of Minutes of the September 12, 2017, Special Meeting: Changes: A **motion** was made by Trustee Servedio to approve the minutes of the September 12, 2017, meeting as presented. The **motion** was seconded by Trustee Lura and unanimously carried.

Public Comment: None

NEW BUSINESS

1. **Strong Hearts:** Susan Trueworthy presented a paper copy of a PowerPoint overview of what “Monday Mile” is about. It involves community improvement of eating habits and walking/exercise. They have mapped out (pg. 6) a route and would like to put signage on existing sign poles. A **motion** was made by Trustee Lura to approve the request for signs for the “Monday Mile.” The **motion** was seconded by Trustee Nevison and unanimously carried
Lauri Hepburn, briefly discussed signs on the Chenango Trail. She was advised to contact the PCD. A **motion** was made by Trustee Lura to approve the placement of signs on the Chenango Canal Towpath Trail as long as they coordinate with Administrator Graham. The **motion** was seconded by Trustee Servedio and unanimously carried
2. **Mutual Aid:** No report.
3. **Town of Hamilton:** The Mayor discussed with Town Supervisor Schwartz a contingency plan to renovate the old police station with a possible addition if their referendum does not pass. The Mayor did state that there are no village funds available for this proposal. The Board is not opposed to the Town researching use of the Village Office as one of their contingencies.
4. **Summer Music in the Park:** The Earlville Opera House can no longer facilitate the concerts in the park summer series. The Board would like to continue with the program and will contract with another entity/individual.
5. **Onondaga County Alliance for Economic Inclusion Resolution:**

**RESOLUTION NO. #118-2017
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HAMILTON**

AUTHORIZATION TO SUBMIT A GRANT APPLICATION
TO THE ONONDAGA COUNTY ALLIANCE FOR ECONOMIC INCLUSION FUNDING

WHEREAS, the Village of Hamilton (the “Village”) intends to build a structure at the Airpark for the purposes of economic development (the “Project”); and

WHEREAS, the Partnership for Community Development (the “PCD”) is assisting in the facilitation of the Project and grant writing; and

NOW, THEREFORE, BE IT RESOLVED, that the Village and PCD are hereby authorized to submit an Onondaga County Alliance for Economic Inclusion application on behalf of the Village of Hamilton to support the Project, and be it further

RESOLVED, that the Mayor is hereby authorized to execute a grant agreement between the Village and Onondaga County or other body overseeing the grant and all related documents associated with the grant, subject to review and approval of all such documents 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 Nevison

Second by: Trustee Eakin

Carried: unanimously

6. Local Law Amendment: 119-2017

**RESOLUTION NO. 119-2017
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HAMILTON**

**RESOLUTION MAKING A DETERMINATION OF ENVIRONMENTAL NONSIGNIFICANCE
AND ADOPTING LOCAL LAW 2017-6 AMENDING
THE ZONING CODE OF THE VILLAGE OF HAMILTON**

WHEREAS, proposed legislation denominated Local Law No. 6 of the Year 2017 of the Village of Hamilton, entitled “A Local law to amend chapter 174 of the Code of the Village of Hamilton”, has been duly introduced before this Board, and

WHEREAS, upon notice duly published, posted and served as required, a public hearing on the adoption of proposed Local Law 2017-6 of the Village of Hamilton was held by this Village Board on September 19, 2017, which public hearing was, or is hereby closed, and

WHEREAS, pursuant to a referral duly made pursuant to the provisions of Section 239-m of the General Municipal Law, the Madison County Planning Agency has reviewed proposed Local Law 2017-6 and has recommended that the question of the adoption of this local law be returned to this Board of Trustees for local determination, and

WHEREAS, in consideration of comments made by the Madison County Planning Agency, the Board of Trustees has made minor, non-substantial revisions to the proposed local law with respect to parking requirements for commercial and business uses in order to provide for more efficient administration of the zoning code, and

WHEREAS, this Board, after due deliberation, finds it in the best interest of the Village of Hamilton to adopt Local Law 2017-6, as amended, and further finds the proposed local law, as amended, to be in accordance with the comprehensive plan for the Village of Hamilton, and

WHEREAS, this Board has reviewed the full environmental assessment form prepared for this local law, and has otherwise considered the likelihood of any potential adverse environmental impacts that might result from the adoption of Local Law 2017-6.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the enactment of Local Law 2017-6, as amended, is a Type 1 action, that there are no other involved agencies, and that the enactment of Local Law 2017-6, as amended, will not have any significant adverse effects upon the environment, and that this resolution shall constitute a negative declaration. The basis for this determination is that the proposed local law is a legislative act which effects only text amendments to the zoning ordinance which are not expected to lead to any specific development or physical disturbance of the environment. The enactment of this local law neither authorizes any development or construction activity, nor makes any such development or construction activity more likely, and

IT IS FURTHER HEREBY RESOLVED that Local Law 2017-6, as amended, entitled “A Local law to amend Chapter 174 of the Code of the Village of Hamilton”, is hereby adopted, and that the Village Clerk be and hereby is directed to enter said Local Law 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 Law to the public and to the Secretary of State.

Motion: Trustee Nevison

Second: Trustee Lura

Roll Call: Mayor Loveless-aye, Trustee Lura-aye, Trustee Eakin-aye, Trustee Nevison, Trustee Servedio

ADMINISTRATOR GRAHAM’S REPORT

Personnel

We still haven’t heard back from the County Civil Service Department regarding the WTP/WWTP Superintendent position.

DPW/General

It has been very quiet. It’s kind of spooky.

Airport/Airpark

The marketing committee had a conference call regarding DCG Corplan report and the option of creating an LDC. I was not able to join them, so I need to defer to the Mayor, Jim and Nancy.

I would recommend that we request a task order requesting the cost for the release of the entire airpark property from MJ. We have monies (\$34,000) in account #5610.440. Nancy is working with MJ on creative means to fund the purchase of the property.

I have been contacted by a local resident inquiring about the White farmhouse and barn property, lot #7. The resident was very vague on what type of business was being proposed. I will be speaking with this person next week to try and get specific proposed use of the property.

Nancy can give you all an update on where we are with the Ten Bay Tee Hangar Project.

The Mayor has sent a letter to Assemblyman Magee requesting additional funding for the terminal Hangar project schedule for next year. As you know the Village has received a grant from the NYSDOT to refurbish the terminal hangar. These monies will basically cover the cost for utility upgrades and structural fixes. The monies being requested through Assemblyman Magee's office would be used to improve the amenities for the pilots and travelers utilizing our airport.

I also received a FOIA request from Beardsley Architects & Engineers regarding the Bassett Health Care Building and whether it is located within any of the obstruction or safety zones. After speaking with MJ and reviewing the ALP and Air Space Plans it appears to me that the building is not within any of those zones. In your packet you will find a draft letter, which Jim is revising, and the two plans mentioned above.

Water

There was a water leak on a Madison Street fire sprinkler service. It has been repaired.

The third quarter SRBC report has been filed.

Wastewater

We have our first Change order regarding the window on the Influent Building. The window caulking has been found to contain asbestos. You will see in your package that the change order totals \$10,521.00. The MUC has recommended approval contingent upon receiving additional information. In your packet you will find proposed window replacement plans and the contractor's costs associated with the replacement. The funding for this change order shall come out of the contingency line and will not affect the total cost of the project.

I'm pleased to inform you that we have received a \$3,350,000 grant from the EFC for the wastewater treatment plant project.

We received word from the NYSDEC that they will not allow the Tanda Eaton Street Development to use individual or HOA's to own and operate the sewage pumping system as designed. The system needs to be owned, maintained and operated by either a municipal entity or a qualified sewerage disposal corporation. It has been discussed with the developer's engineer and the developer is considering their options.

GNB has been providing us with their data in a timely manner. The treatment of the brewing influent seems to be working satisfactorily.

Electric

Continue to work with Colgate on their many projects requiring relocation of primary electric conductors and equipment.

We received full payment for the switchgear that was accidentally destroyed by one of the University Contractors tipping a dump truck over on it.

The NYSDOT has plans to upgrade the vehicular and pedestrian traffic control devices on the corners of East/West Kendrick and Broad and the corner of College Street and Broad. The basic problem is the neutral wire obstructs the view of the traffic light when vehicles are approaching. There are two options, replace several utility poles with taller ones, and raise the conductors out of the sight line or relocate the primary electric underground. I met with Petersen Engineering and asked them to provide us with a cost to design the underground system and a cost comparison of underground to overhead. The Mayor has talked with the University and they are in favor of the underground option. Once information is received from Petersen Engineers, it will be forwarded. Copies of NYSDOT plans are in your packet.

We have been working with Verizon on getting fiber to the WG Critical Care building on Wings Way. We have asked for a clearer site plan showing where the proposed cable will be installed. You will find in your

packet that plan and a copy of the permit. The permit has been sent to Verizon and we are waiting for them to execute and return to us.

I had an opportunity to speak with the caretaker of 10 Eaton Street with respect to their utility bills. I also spoke with the medical office leasing space in that building. It's my understanding that the utility bill has been paid in full. Alana can provide more detail.

Natural Gas

We have filed all the paper work with the PSC regarding gas main extensions for this year.

I met with Joanne Borfitz to discuss gas services to buildings that are privately owned and located adjacent to the parking lot between the Bookstore and Palace Theater. Colgate would need to grant permission in order for the Village to supply natural gas service to those buildings. The easement documentation has been executed and we now have the ability to provide gas service to those.

We had a day and a half meeting with the Public Service Commission (PSC) and Department of Public Service (DPS) to discuss the Operator Qualification (OQ) breaches and failures over the last year. Nancy shall provide more detail, but basically the entire Operator and Maintenance (O&M) Manual will need to be modified. In turn that will require changes in the OQ plan, Welding Procedures Manual and Natural Gas Construction Standards. This is not a small task.

We have scheduled a meeting with the Department of Public Service (DPS) to go over our GAC reconciliation for FY 16-17. On that same day we will meet with Frank Radigan to finalize and reconcile the Colgate Boiler usages and costs.

I met with Direct Energy last week and discussed the upcoming contract that needs to be renewed by April 2019. After listening to the presentations what it comes down to is the transportation companies are looking elsewhere to build new transportation piping. From what I gather the difficulties they face with the NYS regulatory authorities has prompted them to focus more on expanding transmission mains in other states. What that means to us and the northeast states is we will not see lower cost natural gas for some time to come. Does anyone know what country is the biggest producer of oil and natural gas? I was shocked to find out it was Russia. It was a good meeting and they like the way we do business.

WWTP Change Order: A **motion** was made by Trustee Lura to approve the change order GC-01, for \$10,521.00, from M. Hubbard Construction, Inc. The **motion** was seconded by Trustee Servedio and unanimously carried.

Resolution #120-2017 Bridges Contract with Village of Hamilton Police Department

WHEREAS, the Village of Hamilton Police Department (VOHPD) has been requested to enter into a contract with the Madison County Council on Alcoholism and Substance Abuse, Inc., Bridges Program to provide increased Police presence for the purpose of decreasing the amount of underage drinking; and

WHEREAS, BRIDGES agrees to pay eleven thousand dollars (\$11,000) for said services; and

WHEREAS, the VOHPD and the Village Attorney has reviewed the contract and recommends to the Board of Trustees (BOT) to enter into said agreement; now

THEREFORE BE IT RESOLVED, that the Board of Trustees, of the Village of Hamilton Authorizes Mayor to execute said Contract with the Madison County Council on Alcoholism and Substance Abuse, Inc., Bridges Program for the period of October 30, 2017 to September 29, 2018 for \$11,000.000.

Moved: Trustee Lura

Seconded: Trustee Servedio

Carried: unanimously

**Resolution #121-2017
Power Generator & Industrial Engines Inc
Service Agreement**

WHEREAS, the Village of Hamilton Municipal Utility Commission has reviewed the annual agreement from Power Generation & Industrial Engines Inc. for the Maintenance of the Village generators located at the Power House, DPW, Fire Department and Payne Brook and recommends to the Board of Trustees to renew the agreement, and;

WHEREAS, the Village of Hamilton Board of Trustees at their October 17, 2017 monthly meeting reviewed the annual Generator Preventative Maintenance Agreement for \$1668.42; and

WHEREAS, the Village of Hamilton Board of Trustees agree to renew the agreement; now

THEREFORE, BE IT RESOLVED that the Board of Trustees for the Village of Hamilton authorizes the Mayor to execute the Generator Preventative Maintenance Agreement dated November 1, 2017, for the Powerhouse, DPW, Fire Dept., and Payne Brook for \$1668.42.

Motion: Trustee Servedio

Second: Trustee Lura

Carried: unanimously

ADMINISTRATIVE ASSISTANT MITCHELL'S REPORT

Climate Smart:

Moving forward with the Village's certification process:

Looking to update the 2011 report for a baseline Greenhouse Gas emissions for Village owned buildings and energy used of the vehicles – Colgate Students to develop a questionnaire to help with the information gathering process. The will also tally the information and create a spreadsheet and document for future energy saving projects.

The list of qualifying criteria is going to be reviewed and it will be determined what the Village has done, is doing and what we can readily do to reach the total of 120 points to be officially certified.

The goal is to have enough points that will allow the Village to seek grant monies for various energy projects for the Village.

The Task force discussed different ways to promote energy saving practices and to showcase some of the things that have already been accomplished – the possibility of having a Colgate institute student over the summer to help with marketing was discussed.

Airport:

ACIP – working with McFarland Johnson and Randy to add a project to the plan that will fill the gap year of 2019. Randy and I drove to the airport and I had him point out things he knew needed work. I have shared the list with MJ and it is looking like a piece of Snow Removal Equipment may be the best option. I have been assured that even if we put this on the plan it can be revised next year if it is determined there is a greater or other need.

Also working with MJ to come up with a workable solution to the property release

Ten Bay T- Hangar – a notice to proceed has been issued to Upstate Construction and Knapp Electric; they are in the process of gathering their MWBE and Contract information to be submitted to the State for approval. MJ and I have been in contact with them to keep the project moving forward.

Fuel Storage:

Bulk Tank Fuel Storage seminar provided by DPS (PSC). A check list was provided that we can use to make sure that we are in compliance with the regulations. It was recommended that we develop a single binder to store the records so in the event of an audit we can easily show compliance.

Utilities:

Electric:

MEUA:

Conference much discussion revolved around the state of transmission in NY and the ability to move power from Upstate to downstate. Hydro power as well as solar and wind transmission are part of these considerations. The transmission issues in the Western part of the state are being resolved and hopefully the hydro contract negotiations will resume soon.

IEEP:

2000 light bulbs have been ordered as part of the village's budget for this year. The MUC would like to include a notice in the upcoming electric bill for the light bulb gives away as well as what else the IEEP has to offer. I would also like to use Next Door Hamilton to get the word out if that is ok.

Natural Gas:

Attended a DPS sponsored conference specifically for Natural Gas Operator Qualifications. Many topics were discussed the panel was open to questions and suggestion. This conference was prompted by incidents that after investigation, found to have happened due to operator mistakes or lack of knowledge. We along with many Natural Gas companies are going to have to address these issues with additional training as well as a more defined O & M and OQ manuals. Our Gas Company was complimented for good operation.

OGS:

Attended an informational meeting regarding purchasing through the NYS contract system – still a bit of a mystery to me, I must admit but I am gaining some insight into the system.

Deer Cull:

One deer reported taken during the fall 2 week session. The warm weather was a contributing factor in the low number.

TREASURER HENDERSON’s REPORT

Unpaid Taxes: Review, approve and endorse 2017 Certification and Verification of Unpaid Taxes \$28,834.30

**GENERAL, ELECTRIC, WATER, SEWER, NATURAL GAS & CAPITAL PROJECTS
FUND BUDGET MODIFICATION**

Balance of Outstanding Purchase Orders
From 2016-2017 Fiscal Year into the 2017-2018 Fiscal Year

FINANCE RESOLUTION NO. 123-2017

WHEREAS, inadvertently some outstanding purchase orders were omitted from the original resolution #100-2017, that was approved at the August 15, 2017, Board of Trustee meeting which enabled the 2016-2017 outstanding purchase orders to be included in the 2017-2018 fiscal year; and

WHEREAS, the 2016-2017 fiscal year has been completed and the net effect of the total revenues minus expenditures, for each fund, were accounted for in their respective 2016-2017 fund balances; and

WHEREAS, the 2017-2018 budget does not reflect the 2016-2017 funds from the omitted purchase orders; and budget adjustments are required in order to reflect those omitted 2016-2017 encumbrances,

NOW THEREFORE BE IT RESOLVED, that following line items be increased to reflect the 2016-2017 omitted encumbrances and fund balance of the appropriate fund balances be decreased

01-5-1220.200	2,745.00		
01-5-1320.440	1,298.00	05-5-8320.440	2,057.50
01-5-3120.200	532.50	05-5-8340.200	<u>8,416.00</u>
01-5-3120.410	98.01	Water Fund	10,473.50
01-5-3410.410	100.00		
01-5-3410.460	190.00	06-5-8120.200	2,806.00

01-5-5110.200	11,217.81	06-5-8130.410	<u>1,289.37</u>
01-5-5110.410	22,640.05	Sewer Fund	4,095.37
01-5-5410.460	<u>3,600.00</u>		
General Fund	42,421.37	10-5-0870.200	22,799.34
		10-5-0920.440	10,000.00
04-1-0103.125	48,829.00	10-5-0923.440	<u>1,500.00</u>
04-1-0445.123	906.24	Natural Gas Fund	34,299.34
04-5-8310.400	9,000.00		
04-5-8340.200	2,806.00	34-5-8130.200	<u>1,051,801.35</u>
04-5-8342.400	<u>14,066.00</u>	WWTP Improvement Project	1,051,801.35
Electric Fund	75,607.24		

Motion by: Trustee Nevison
Second by: Trustee Eakin
Carried: unanimously

**EXPENDABLE TRUST FUND BUDGET MODIFICATION
Symphony – Other Expenses (12-5-7600.470)
RESOLUTION NO. 125-2017**

WHEREAS the Symphony – Other Expenses appropriation line item of the Expendable Trust Fund requires an increase of \$500.00; and

WHEREAS the Symphony Fund has fund balance to cover this deficit for the 2017-2018 fiscal year and

NOW THEREFORE BE IT RESOLVED, that the Village of Hamilton Board of Trustees hereby authorizes the Village Treasurer to modify the 2017-2018 Expendable Trust Fund Budget, by increasing the Symphony – Other Expenses appropriation line item (12-5-7600.470) and decreasing the Fund Balance by \$500.00.

Motion: Trustee Lura
Second: Trustee Nevison
Carried: unanimously

NYCLASS: Tabled.

RESOLUTION NO. 126-2017

**OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HAMILTON**

RESOLUTION AUTHORIZING ACCEPTANCE OF AUCTION BIDS

WHEREAS, the Board of Trustees has previously declared the 2010 Mack truck and the 2005 International truck to be surplus equipment no longer needed for Village purposes, and

WHEREAS, the Village has received trade-in offers from Tracey Road Equipment, Inc. and Stadium International (Navistar) for the surplus trucks against the price of the two new trucks that are expected to be delivered to the Village by the end of this month of October, and

WHEREAS, this Board of Trustees deems it prudent to seek other offers for these trucks in order to obtain best value for the Village to the extent practical prior to the delivery of the new trucks being purchased by the Village.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Trustees of the Village of Hamilton, that the Village DPW Superintendent is authorized to list the used 2010 Mack truck and the 2005 International truck for sale by internet auction and to accept on behalf of the Village any auction bid prices for said trucks that are higher than the trade in values offered by Tracey Road Equipment, Inc. and/or Stadium International (Navistar), it is hereby further

RESOLVED that in the event no auction offers are received for the 2010 Mack truck or the 2005 International truck that are higher than the trade in values offered by Tracey Road Equipment, Inc., and / or Stadium International (Navistar) then in that event, the Village shall accept the trade in values for said trucks offered by Tracey Road Equipment, Inc. and / or Stadium International (Navistar).

Motion: Trustee Lura

Second: Trustee Nevison

Carried: unanimously

Host Community: We received \$28,886.00 from the Host Community Benefit from Madison County.

Judge Report: Reviewed and accepted.

Abstracts

Treasurer's Report (Revised 10/17/17)

Resolution NO. 127-2017

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

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

<u>Abstracts</u>			<u>Check</u>
<u>Date</u>			
General (1)			
	4e	23,218.21	08/29/17
	5a	19,069.99	10/06/17
	5b	19,471.62	10/13/17
	5c	20,200.38	10/20/17
	Paid Expenses	19,492.96	
	5A	85,108.25	Monthly
Vouchers			
Airport (3)			
	4e	1,498.84	08/29/17
	5a	938.67	10/06/17

	5b	999.83	10/13/17
	5c	720.52	10/20/17
	Paid Expenses	11,091.25	
Vouchers	5A	8,389.44	Monthly
Electric (4)			
	4e	5,928.52	08/29/17
	5a	5,552.17	10/06/17
	5b	5,275.38	10/13/17
	5c	6,607.67	10/20/17
	Paid Expenses	12,253.88	
Vouchers	5A	122,286.39	Monthly
Water (5)			
	4e	2,145.63	08/29/17
	5a	2,935.26	10/06/17
	5b	2,911.36	10/13/17
	5c	1,703.42	10/20/17
	Paid Expenses	1,625.15	
Vouchers	5A	8,333.53	Monthly
Sewer (6)			
	4e	4,802.22	08/29/17
	5a	3,897.26	10/06/17
	5b	4,352.32	10/13/17
	5c	4,232.10	10/20/17
	Paid Expenses	4,998.27	
Vouchers	5A	19,364.87	Monthly
Recreation (8)			
	Paid Expenses	0.00	
Vouchers	5A	249.45	Monthly
Natural Gas			
	4e	6,299.50	08/29/17
	5a	6,310.68	10/06/17
	5b	5,655.69	10/13/17
	5c	6,045.48	10/20/17
	Paid Expenses	35,746.95	

Vouchers	5A	26,621.61Monthly
Trust & Agency (11)		
	Paid Expenses	13,299.57
Vouchers	5A	3,003.84Monthly
Expendable Trust (12)		
	Paid Expenses	0.00
Vouchers	5A	1,000.00Monthly

Capital Projects

(34) WWTP Upgrade

	Paid Expenses	0.00
Vouchers	5A	784,941.67Monthly
Motion: Trustee Eakin		
Second: Trustee Nevison		
Carried: unanimously		

Resolution NO. 128-2017

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:	5-1910.470	Contingency	-940.00
TO:	5-1010.440	Board/trustees	940.00
FROM:	5-1110.460	Justice – Contract Op & Mtc	-50.00
TO:	5-1010-470	Justice – Other Expenses	50.00
FROM:	5-1210.400	Mayor – Schools, Conf & Dues	-5.00
TO:	5-1210.470	Mayor - Other Expenses	5.00
FROM:	5-1620.460	Building – Contract Op & Mtc	-200.00
TO:	5-1620.480	Building – Repairs	200.00
FROM:	5-3120.440	Police – Contract, Prof & Tech	-3,000.00
TO:	5-3120.460	Police – Contract, Operation & Maint.	2,000.00
TO:	5-3120.400	Police – Schools, Conf & Dues	1,000.00
FROM:	5-3120.200	Police – Equipment	-1,000.00
TO:	5-3120.410	Police – Materials & Supplies	1,000.00

FROM:	5-3410.480	Fire Dept. - Repairs	-2,500.00
FROM:	5-3410.490	Fire Dept. - Vehicle Expenses	-627.00
TO:	5-3410.470	Fire Dept. – Other Expenses	3,127.00
FROM:	5-8010.440	Zoning – Contract Prof & Tech	-100.00
TO:	5-8010.470	Zoning - Other Expenses	100.00
FROM:	5-1910.470	Contingency	-210.00
TO:	5-8020.400	Planning – Contract, Prof &Tech	210.00
FROM:	5-5142.100	Snow Removal – Personal Services	-74,036.97
TO:	5-8160.200	Refuse Coll & Disp – Equipment	74,036.97
FROM:	5-5189.490	Recycling – Vehicle Expenses	-6,572.00
TO:	5-8189.200	Recycling – Equipment	6,572.00
Airport			
FROM:	5-1950.470	Airport – Property Tax	-4,543.00
TO:	5-1910.470	Airport – Unallocated Insurance	4,543.00
FROM:	5-5610.490	Airport - Vehicle Expenses	-2,000.00
TO:	5-5610.410	Airport – Materials & Supplies	2,000.00
Electric			
FROM:	5-1990.470	Contingency	-1,075.00
TO:	5-8311.200	Admin – Equipment & Capital Outlay	1,075.00
FROM:	5-1990.470	Contingency	-139.33
TO:	5-8312.400	Treasury Acct Dept.	139.33
FROM:	5-8346.400	Repr to Dist. System	-150.00
TO:	5-8346.100	Repr to Dist. System	150.00
FROM:	5-1990.470	Contingency	-500.00
TO:	5-9050.800	Unemployment Insurance	500.00
Recreation			
FROM:	5-7320.410	Recreation _ Materials & Supplies	-584.00
TO:	5-7320.470	Recreation – Other Expenses	584.00
Natural Gas			
FROM:	5-0870.200	Operation – Equipment	-464.00
TO:	5-0870.000	Oper Supervision & Engineering	464.00
FROM:	5-0874.000	Mains & Service Expenses	-1,500.00
TO:	5-0870.422	Operation – Telephone	1,500.00
FROM:	5-0874.410	Mans & Services - Materials & Supplies	-1,800.00
TO:	5-0880.000	Other Expenses	1,800.00

FROM:	5-0870.200	Operation – Equipment	-580.00
TO:	5-0892.00	Maint. Of Services	580.00
FROM:	5-0920.400	Admin – Schools, Conf & Dues	-250.00
TO:	5-0820.410	Admin – Materials & Supplies	250.00
FROM:	5-0924.000	Property Insurance	-6,100.00
FROM:	5-0923.000	Outside Services Employed	-11,718.00
FROM:	5-0921.000	Admin & Gen Salaries	-157.00
TO:	5-0921.200	Office Supplies – Equipment	17,975.00
FROM:	5-1950.470	Taxes & Assessments	-81.60
TO:	5-0932.000	Maint. Of General Plant	81.60

Motion: Trustee Eakin

Second: Trustee Nevison

Carried: unanimously

SALT Letter: will be mailed out this week

Fireman’s Letter: NYCOM is requesting villages to write a letter in support of Peter Baines request. The Board tasked Administrator Graham with writing the letter.

TRUSTEE EAKIN’S REPORT

Rec Committee

- NYS Children’s Camp regulations
 - The summer recreation program will likely fall under New York State Children’s Camp regulations for 2018.
 - The regulations mean that we will have to hire a health director, collect medical forms, and store medications for campers during the day. We expressed concerns about what these requirements would mean for same-day sign-ups.
 - The regulations will also mean more paperwork, both in completing a permit application and a written safety plan prior to the program and in reporting injuries and illnesses to the Madison County Department of Health during the program.
 - The regulations also contain specific guidelines on swimming, sports, transportation, supervision, sign-in and sign-out sheets, etc.
- Only one applicant so far for the Rec Director position.
- Possible merger with Parks commission. I would like feedback from the board to see if we should proceed or not. Since the Parks commission was never officially set up as a committee, it should be no problem to push it under the Rec Committee. I have reached out to both Chairs, and they are in agreement.

Sidewalks, Streets, Ped Safety

- Still reaching out for folks interested in serving. Julie Dudrick has agreed to continue as chair.

Hamilton Area Community Coalition

- There was no meeting in October due to scheduling conflicts.
- FY18 funding has been approved for 5 years of funding, but can still be canceled by government at any time.
 - CADCA (Community Anti-Drug Coalitions of America) represents us on Capitol Hill to ensure our funding remains complete. This year, they persuaded the administration to not only keep the program, but were also awarded an increase in the overall budget for the DFC program, allowing more communities to apply.
- September Updates
 - SGA is planning a community BBQ including students and all members of the community, HACC will assist and facilitate in any way practical.

- We discussed ongoing projects including the pitching the OCTA survey to Colgate leaders, an ecumenical parent & teen Bible study on substance abuse planned for later this fall or winter in partnership with area churches, and our ongoing drive to increase social media likes and follows. As of the meeting we were up to 195 on Facebook and 107 on Instagram.
- We discussed upcoming projects: the HCS open house later that evening plans to close out our fiscal year, relaunching the Youth Team in October with a new youth development trainer, scheduling the next two Adulthood 101 events and Red Ribbon week in October, as well as two postcard mailings which will reach every house in the 13346 zip code. The October Adulthood 101 event will be a Leadership Training with Colgate Outdoor Ed at the Beatie Reserve ropes course, and the November event will be on Literacy & Reading in partnership with the Hamilton Library. Red Ribbon Week will include a week-long campaign at HCS, facilitated by our Youth Team, and we will partner with Colgate Athletics for a grand finale at the men's hockey game. Teens and parents who sign a drug free pledge will be rewarded with free admission to the game that night and public recognition.
- Red Ribbon week is October 23-28, national campaign for substance abuse prevention awareness. A **motion** was made by Trustee Lura to support the Red Ribbon Week sponsored by the Coalition. The **motion** was seconded by Trustee Nevison and unanimously carried.
 - At the hockey game Friday night, we'll have a table out front, our youth team will be recognized on the ice during an intermission, our PSA info will be read over the loudspeaker during the games, and one of our teens is scheduled to sing the anthem!
 - Kids will be offered free admission to the Colgate hockey games on the 27th & 28th.
 - We're partnering with HCS Ag department to plant red tulips around the school, which will bloom during April, Alcohol Awareness Month. We'll also plant some in pots which we can bring downtown during April.
 - The Red Ribbon Week idea is catching on and is expanding downtown, with businesses offering Red Ribbon specials to students with the wristbands, and being a Red Ribbon partner for the week. We presented to HBA yesterday, and the response was really positive!
 - Roger's Environmental Center is helping us at the "Red Ribbon Store" table on Tuesday, with a demonstration on making red [Para cord](#) bracelets! They'll also offer 20% discount in their gift shop in Sherburne.
 - Colgate Bookstore will offer a 13% discount to students with the red wristband.

TRUSTEE LURA'S REPORT

MUC:

1. The mayor brought the commission a request from the Town on whether the Town could investigate whether it might be possible to add space to the village office for a Town office. The commission agreed that, in principle, they did not object to the Town undertaking such an investigation.
2. There are now 104 natural gas hook-ups installed.
3. There is a change order for a window replacement at the waste water treatment plant; the issue is whether it is better to remove and remediate a window that has asbestos contamination or replace the window completely. The MUC asked for more information on the proposal be brought to the village board for their discussion and decision.
4. The DOT will be upgrading the traffic signals at Broad and W. Kendrick and Broad and College Street. There is possibility of moving some overhead wires underground.

5. The village received a \$3,350,000 grant for the waste water plant upgrade. It is expected that the grant will be able to reduce sewer charges to our residents in the future.
6. The DEC has advised us that the proposed sewer plan for the Eaton Street development is not allowed, and the developers are working on the issue.
7. GNB's sewer reports are coming in as required.

PCD:

1. The PCD has awarded approximately \$160,000 in Launch Grant funds to 6 businesses.
2. Rehab work is beginning on multiple homes this month (both in Hamilton), and there is now a waiting list.
3. Development has begun on the area recreation website and should be done by the end of this year.
4. PCD is working to create a program to attract new/young farmers to the area.
5. The annual meeting with the three principals—the mayor, the supervisor and the president—is scheduled for November 17th.
6. The PCD is preparing a grant application for funding to build a relatively small incubator building at the airpark for new businesses. There is a resolution in tonight's packet for discussion and approval.

POLICE:

Nothing to report

CEMETARY

1. There is request to purchase two lots, along with a request to add some fill and allow the planting of a bush on the lot. The board should discuss what should be done in this situation.

TRUSTEE NEVISON's REPORT

HAMILTON PUBLIC LIBRARY

- Matt Norris resigned from Board. Looking for 1 replacement. Need to approve top 3 choices.
- Director Search, app deadline November 5th.
- Digital Coordinator position open again
- Fireplace party and farewell to Hillary November 17th 4:30 PM
- Looking to fun mulch for garden. Pro Bono Services remain.
- Original Wing Renovations coming across nicely.
- Library expresses thanks for the help from Village for new windows and other needed maintenance.
- 3 Year plan being finalized

HAMILTON BUSINESS ALLIANCE

- Night of Lights December 1st
- Business after Hours moving forward November into December
- Wagon Rides Dec. 2 & 9th
- Santa at Parry's Dec 9th & 23rd

- 10/19/17 next Fall harvest Meeting. Preparation for 2018
- 12/12/17 Business After Hours at The Hamilton Inn
- Hamilton theater Halloween In Hamilton 10/31/17 Superhero Theme 3-6PM
- Rocky Horror Picture Show October 27th Midnight
- Pottersville - November 10th - 23rd at Hamilton Theater
- HEARTH Financial seeks new full time employee
- Old Home Distillers - Dec. 2nd 4 year anniversary party
- HACC - Red Ribbon Drug Prevention Program
- Rogers Environmental 10/21 Mushroom Musings

- 10/27 Bat Appreciation

- Pennysaver brochures coming out again
- Mid York officially updated with new format 10/19/17

PLANNING BOARD

-Meeting switched and cancelled

ZONING BOARD

-Meeting Cancelled

VILLAGE COURTS

-Nothing to report

TRUSTEE SERVEDIO's REPORT

Hamilton Fire Department

- **Calls 9/19/17-10/14/17**
 - o Total 78
 - o Structure fire 1
 - o EMS 18
 - o False Alarm 4
 - o Cancelled Enroute 33
 - o Other 18

o Mutual Aid 2

- 6 new student members that will need to be accepted by the board. They started the Basic Exterior Firefighting 1 course on October 9 and will finish up before winter break. They will enroll in the Interior firefighting class in January and finish up in April.
- Annual vehicle maintenance is finished and Jason has a punch list for needed repairs. The DPW will do some of them and the rest will be scheduled.
- HFD would like an update regarding the status of hydrant testing. This is something that is recommended every 5 years by NFPA 291 and ISO. They should also be flushed annually and painted specific colors according to the flow rate. This helps them determine immediately if it's a good hydrant or not when they arrive on the scene for a fire.
- I updated the chief on the old White property for fire training - there needs to be asbestos testing at a minimum before it can be used. Don Forth can get estimates for us - I contacted him.
- HFD has been selected as a recipient of the Red Cross Real Hero Award. This is in conjunction with the Earlville FD for a motor vehicle accident that occurred last winter.
 - o <http://hamiltonfd.org/news.html?view=1&id=76232>
- New rope rescue equipment has been ordered (budgeted for). It should arrive in the next week or two.
- The tower ladder annual certification was complete this week.

Airport/Airpark Commission

- Meeting was held on 10/12/17 - next meeting is 11/9/17
- Harvey Kliman will do some updating to the airport website (<http://www.hamiltonnyairport.com/>) to reflect drone flying information. Trustee Servedio will inquire about the status of the drone policy at Colgate to ensure that everyone is aware of the restrictions for flying within 5 miles of the airport.
- Multi-modal funds are available for special projects (airport) - a request has been made to Assemblyman Magee for a supplement to the terminal rehabilitation project.
- The fuel hoses have been replaced.

DPW

- did not have time to connect with Randy - he assured me that everything is operating normally.

Communications/Website - nothing to report

MAYOR LOVELESS's REPORT

Mayor's Report – October 2017
RuthAnn Loveless

Our request for airport funding (Multi Modal Grant) through Assemblyman Magee's office is still pending. They remain optimistic so fingers are crossed.

I anticipate a meeting with Senator Valesky on October 24th and look forward to chatting with him about some of our needs.

EveAnn Schwartz met with me to discuss the Town building project and upcoming referendum. I will discuss this in more detail at the meeting.

The Town/Gown subcommittee of the Colgate Student Government Association met with me to talk about a few issues. They are going to host a town/gown community event on the village green on Friday, October 20 from 5-7. They will provide music and free snacks and will recruit food trucks to be available if people want to buy additional food.

In my effort to educate myself about municipal issues, I attended our local court, our local DA court, and a Canastota Village Board meeting,

In our continuing effort to address student/village issues, Sean Graham, Chief Stassi, Don Forth, Jim Stokes, Paul McLaughlin and I had a conference call to discuss outreach to students and landlords. In addition, Chief Stassi and I had our monthly meeting with Paul McLaughlin and Joanne Borfritz to review shared concerns. Melissa Cassulis from the Hamilton Area Community Coalition participated in the conversation.

I was asked to join the Upstate Institute Community Board. The first meeting included information on the summer field school, community based work study opportunities, Madison County Gives and the COVE hurricane relief effort. The village is fortunate to have an intern this academic year to help us with our records management in addition to our summer intern who continues to work on zoning and map organization.

Tanda Development sponsored a community meeting to explain their potential development on Eaton Street. They sought community input and used the opportunity to market their project. It was a positive meeting.

Nancy Mitchell and I attended the monthly Climate Smart meeting. She is the point person for the village and is developing a working plan with the help of Colgate students and professors.

Jennifer Marotto Lutter (PCD) and I discussed possible projects to help the village and ways we can work together. The annual partners meeting will be scheduled soon.

Representatives from the dog park committee also met to talk about their fundraising efforts. The village will not open a fund for a project two years in advance so discussed taking only pledges at this time or establishing their own 501-3c.

In my continuing effort to update committees I ask your approval of the following nominations for the ZBA:

Barb Kershaw
Dana Harder

And after the meeting on the 24th – Bob Sullivan

Mike Clough is stepping down as ZBA Chair after the October 24 meeting. I'd like to publicly thank him for his leadership and many years of public service. We are very grateful to him.

A **motion** was made by Trustee Nevison to approve these recommendations. The **motion** was seconded by Trustee Eakin and unanimously carried

OLD BUSINESS

1. **7 Enos Ave:** Tabled.
2. **Handbook:** No report.
3. **Milford Street Parking Lot:** No report

4. Sound Permit Form: No action.

Executive Session: Not needed.

Adjournment

There being no further business to come before the Board, Trustee Eakin made a **motion** to adjourn. The **motion** was seconded by Trustee Nevison and carried. The meeting adjourned at 7:45p.m.

Respectfully submitted,
Kim Taranto