

**Village of Hamilton
Board of Trustees
Regular Meeting of March 20, 2018
6:00 pm, Courthouse**

APPROVED MINUTES

Present: Mayor RuthAnn Speer Loveless; Trustees: Russ Lura, Joe Eakin and Jennifer Servedio; Attorney Jim Stokes; Village Treasurer Mary Ann Henderson; Administrative Assistant Nancy Mitchell; Administrator Sean Graham; Village Clerk Alana Scheckler

Absent: Trustee Sean Nevison

Public Present: Carolyn Todd; Tim Mansfield, Elizabeth Douglas, Alice Virden-Speer and James from Landscapes East, Dog Park Presentation.

Mayor Loveless called the meeting to order at 6:05 pm.

Approval of Minutes of the February 20, 2018, Regular Monthly Meeting: A **motion** was made by Trustee Servedio to approve the minutes of the February 20, 2018 meeting. The **motion** was seconded by Trustee Lura and unanimously carried.

Approval of Minutes of the February 26, 2018, Special Meeting: A **motion** was made by Trustee Lura to approve the minutes of the February 26, 2018 Special Meeting. The **motion** was seconded by Trustee Servedio and unanimously carried.

Public Comment:

NEW BUSINESS

Dog Park: Tim Mansfield presented to the board a rendering of the proposed College Street dog park. Mr. Mansfield stated that they have raised ten thousand dollars (\$10,000) through a GoFundMe page, but that the estimated cost of the project would be approximately one hundred thousand (\$100,000).

Smoke Free Parks: The Board looked over some sample signage for the parks. Bridges would be covering the cost of the signs. A **motion** was made by Trustee Lura to accept the sign that read “Thank you for not smoking” with the white background and Village of Hamilton stated at the top of the sign. The **motion** was seconded by Trustee Eakin and unanimously carried.

ADMINISTRATOR GRAHAM’S REPORT

Personnel: Chris Carhart submitted a request to have the Village buy back 80 hours of his unused leave time. A **motion** was made by Trustee Lura to grant Chris Carhart’s request. The **motion** was seconded by Trustee Servedio and unanimously carried.

MBWE Officer: Administrator Graham stated that he was currently the MBO and that because of his upcoming retirement recommended to the board to appoint Administrative Assistant, Nancy Mitchell, as the MBO. A **motion** was made by Trustee Servedio to appoint Administrative Assistant, Nancy Mitchell, as the MBWE Officer. The **motion** was seconded by Trustee Eakin and unanimously carried.

Sidewalk Sam Grant: Tabled

Airport: The FAA will be doing a “land use” inspection in May. Administrative Assistant Mitchell will be representing the Village. She will forward the information requested by the FAA in advance of the meeting.

Strong Hearts Canal Trail Signage: The Strong Hearts group, through the PCD, has reached out to us and is ready to install the trail signs in the spring. Examples of the signage were shown to the Board. It was recommended that the signage not be installed until after the FAA inspection.

The pressure switch on the well that serves the terminal hangar and the north wood hangar failed over the weekend. It has been repaired.

A tremendous amount of snow has been pushed back from the runway and taxiway edges by the DPW. The runway did have to close for one 24-hour period during the last storm.

Water: We meet with the SRBC on March 13th to go over the pump test plan for well #1. During our meeting the SRBC thought there may be a possibility to make a determination that well #1 and #2 could be designated as a well field instead of two individual wells. What this does is allows the Village to identify both wells as one and would only require one pump test for both wells. They were also very supportive of developing a new source of supply.

Still working on the AMI when time allows.

MRB’s proposal to prepare EFC funding documents for the new well was presented to the MUC. The MUC had questions regarding the “Additional Services”, section and what those estimated costs may be. I spoke to MRB and they are resubmitting at the next MUC meeting.

Wastewater: We have a concrete spalling issue with the new aeration tanks. From what I’m being told this is a cosmetic defect and is not structural. There are many theories as to why this happened and we are working on getting the answer. We will be discussing this at the next MUC meeting.

We have found that the electric heaters are starting to fail in the process building. The WWTP crew will be buying and hanging the heaters and the Electrical contractor will wire them in. This should save the WWTP around \$4,000.

Electric: The EIA-861 annual electric usage, purchasing and sales numbers have been filled with the Department of Energy. The average cost per Kwh sold by the village electric utility is \$0.0475. 2016 average rate was \$0.0470.

We have final plans for the relocation of primary electric from overhead to underground at the corner of College and Broad Streets. Because this is an upgrade of the NYSDOT traffic control system at that corner, the DOT and Colgate have agreed to pay for all the materials. As soon as the weather breaks we will be using the directional drill to start pulling in the conduit.

Natural Gas: We have hedged our summer gas with Direct Energy. This summer’s gas is set at \$2.734 per Dth compared to last years \$3.041 per Dth.

I reported last month that the GAC was high at \$.97 a Dth. I’m pleased to report that it is down to \$0.83.

We are (Nancy mostly) continuing to work on the Drug and Alcohol policy and the Public Awareness plan required by the PSC.

Administrative Assistant Mitchell will be attending a PSC meeting to discuss the changes the PSC is considering on the testing and inspection of plastic fusion joints.

PUBLIC HEARING
TAX CAP LOCAL LAW

The Mayor opened the public hearing at 7:00 pm, there being no public in attendance at this time the public hearing was closed at 7:12 pm.

A **motion** was made by Trustee Servedio to adopt Local Law #1 of 2018, authorizing a property tax levy in excess of the limit established in General Municipal Law for the 2018-2019 fiscal year. The **motion** was seconded by Trustee Eakin and on roll call, unanimously carried.

Mayor: Yes
Trustee Eakin: Yes
Trustee Lura: Yes
Trustee Servedio: Yes
Trustee Nevison: Absent

ADMINISTRATIVE ASSISTANT MITCHELL'S REPORT

Deer Cull: Final Tally: There were a total of 25 deer removed from the Village, 23 female and 2 antlerless males, 16 of them were taken from the Colgate golf course. The DEC permit ended on February 28, 2018. Colgate discontinued allowing use a couple of weeks prior to that. The report has been submitted to the DEC. I have had several hunters drop out, and a few of the enthusiastic regulars tell me they may not continue next year. There were a number of reasons but most of the participants told me that they were just not seeing the numbers of deer. I am trying to access the program, which will include a meeting with our cullers and will recommend an option after I finish gathering data.

Climate Smart: I have sent an email to the Various Department heads to gather information. Administrator Graham provided me with some of this. It has been forwarded to Colgate. I also had a meeting with one of the students to review the point system to try and develop a roadmap to certification.

CDBG-GNB: Kristi L. Schwebke, Economic Developer for New York State Homes & Community Renewal NYS is coming to review the grant paper work. Mary Ann, Jennifer from the PCD and I reviewed everything. We are required to complete several items from a multi-item check list for Fair Housing and ADA to be compliant with the grant stipulations. 1) Notices have been posted on the office bulletin board 2) Declare April Fair Housing Month by resolution. 3) We hold a mandatory Fair Housing meeting annually. I plan to include that at the next month's BOT meeting.

**Fair Housing Month, April
Resolution #20-2018**

WHEREAS, April of 2018 marks the 50th anniversary of the passage of the federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988);

WHEREAS, the Fair Housing Act provides that no person shall be subjected to discrimination because of race, color, national origin, religion, sex, disability, or familial status in the rental, sale, financing or advertising of;

WHEREAS, the Fair Housing Act supports equal housing opportunity throughout the United States;

WHEREAS, fair housing creates healthy communities, and housing discrimination harms us all;

WHEREAS, The Village of Hamilton, Board of Trustees supports equal housing opportunity and seeks affirmatively further fair housing not only during Fair Housing Month in April, but throughout the year;
now

THEREFORE, the Village of Hamilton, Board of Trustees hereby proclaims April as Fair Housing Month in the Village of Hamilton.

Motion: Trustee Servedio

Second: Trustee Lura

Carried: Unanimously

Airport: New Commissioner Mike Loranty was welcomed at the last meeting.

The T-Hangar contracts have been reviewed and signed. The submittal process and color selection is in progress. There will be a pre-construction meeting once there is a firm delivery date for the building.

There will be a FAA land use inspection scheduled for May 22, 2018 at the airport. A list has been received of the things that the reviewer would like to see prior to that date. I have begun the process. The Airport Commission recommended that I notify our hangar occupants to try to mitigate any improper storage issues prior to that. I will try to include that in next month's bills.

The Commissioners are researching the cost and feasibility of a new website.

Electric: I will be attending the MEUA meeting on April 11 &12 with Administrator Graham and Village Attorney Stokes.

IEEP: We had a quarterly phone conference on. Reviewed program goals, financial statements and recent NYS legislation specifically the Governors proposed energy reduction plans at the effects it may have on the current program. This is supposed to be launched by earth day.

Sewer: I attended construction meetings and toured the plant with MRB, Dave Jordan, WWTP Operator and Don Forth the Codes Officer, to determine necessary fire code.

Natural Gas: PHMSA: Training for surrounding communities is March 14.

Pipeline report has been filed.

Drug and Alcohol testing report filed.

PSC: sent responses to the Department of Public Safety for: Public Awareness, Drug and Alcohol Policy and the O&M audit. Much more work to be done on all of these.

Operator Qualifications: worked with Chris Carhart, Natural Gas Foreman, to set up written and field testing for the natural gas personnel.

Telephone conference with Energy World Net to determine our future testing options.

Scheduled to go to Albany on Tuesday, March 27th with Ken Podolney of Read and Laniado to meet with PSC regarding plastic pipe fusion.

TREASURER HENDERSON'S REPORT

A public hearing has to be set for the tentative budget. A **motion** was made by Trustee Eakin that a public hearing be scheduled for discussion of the tentative budget on Friday, April 13th at 12:00 pm. The **motion** was seconded by Trustee Servedio and unanimously carried.

Resolution # 21-2018 Surplus 2010 Ford F150 XLT

WHEREAS, the Village of Hamilton Municipal Utilities have no further use for the 2010 Ford F150 XLT Pickup Truck (VIN #1FTFX1EV4AFD12918); and

WHEREAS, the Village of Hamilton has received a letter of intent from the Town of Hamilton offering to purchase said 2010 Ford F150 XLT for \$10,000.00; now

THEREFORE BE IT RESOLVED, that Village of Hamilton Board of Trustees hereby declares the 2010 Ford F150 XLT Pickup Truck (VIN #1FTFX1EV4AFD12918) to be surplus property no longer needed for Village purposes; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby determines that the sum of \$10,000 is a fair and reasonable value for said 2010 Ford F150 XLT Pickup Truck and hereby approves of the sale of said vehicle to the Town of Hamilton for \$10,000.00 and hereby authorizes the Mayor and such other Village officials as may be appropriate to execute such documents as may be required to sell said vehicle and transfer title to the Town of Hamilton.

Motion: Trustee Lura
Second: Trustee Eakin
Carried: Unanimously

RESOLUTION #22-2018 Adoption of The New York State Deferred Compensation Plan (NYSDCP) Roth Provision

WHEREAS, on January 10, 2012, the Village of Hamilton adopted the deferred compensation plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for the voluntary participation of all eligible employees; and

WHEREAS, the Small Business Jobs Act of 2010 permits Deferred Compensation Plan participants to make Roth (post-tax) contributions; and

WHEREAS, it has been requested by Village employee to allow employees to participate in the Roth provision of the plan; and

WHEREAS, the Village payroll system can accommodate the required after-tax deduction and payroll reporting

NOW, THEREFORE BE IT RESOLVED that the Village of Hamilton hereby elects to offer the Roth provision of the Plan, for the voluntary participation of all eligible employees; and

BE IT FURTHER RESOLVED, that the Village of Hamilton Board of Trustees authorizes the Mayor to execute the NYSDCP Roth Contribution Participation Agreement.

Motion: Trustee Lura
Second: Trustee Eakin
Carried: Unanimously

**Finance Resolution #23-2018
General Fund Budget Modification
CDBG-Good Nature Brewery Expansion
Other Economic Developments-Contract, Professional & Technical**

WHEREAS on January 18, 2018, the Village of Hamilton, along with the Partnership for Community Development (PCD) submitted a Request for Funds to the New York State Office of Community Renewal (OCR), in regards to the approved and awarded Community Development Block Grant (CDBG) Project #499ED851-16. The amount of the request was for \$2,475.10, which is a portion of the awarded grant and;

WHEREAS the requested grant monies were received by the Village of Hamilton on January 30, 2018, and these funds are to be disbursed to the PCD, per the Housing Trust Fund Corporation which is represented by the Office of Community Renewal in the Grant Agreement and;

WHEREAS, the revenues and expenditures for this CDBG have not been budgeted for in the 2017-2018 fiscal year

NOW THEREFORE BE IT RESOLVED that the General Fund's Federal Aid-Economic Assistance Revenue (01-4-4789.000) line item and the Other Economic Development-Contractual Professional & Technical Appropriation (01-5-6989.440) line item be increased by \$2,475.10 to reflect the above awarded funds and distribution to the PCD for the 2017-2018 budget.

Motion: Trustee Servedio
Second: Trustee Eakin
Carried: Unanimously

Treasurer's Report

Resolution NO. 24-2018

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

Check Date

General (1)

10a

21,250.58

03/02/18

10b

21,800.30

03/09/18

10c

19,455.32

03/16/18

10d

17,381.30

03/23/18

	Paid Expenses	21,989.78	
	10A	44,628.02	Monthly Vouchers
Airport (3)	10a	759.69	03/02/18
	10b	1,725.94	03/09/18
	10c	1,779.31	03/16/18
	10d	2,605.98	03/23/18
	Paid Expenses	2,464.70	
	10A	3,107.23	Monthly Vouchers
Electric (4)	10a	5,108.65	03/02/18
	10b	6,918.39	03/09/18
	10c	5,023.29	03/16/18
	10d	5,861.96	03/23/18
	Paid Expenses	31,019.51	
	10A	193,670.58	Monthly Vouchers
Water (5)	10a	2,090.11	03/02/18
	10b	1,986.12	03/09/18
	10c	2,760.13	03/16/18
	10d	2,385.73	03/23/18
	Paid Expenses	1,996.17	
	10A	4,148.47	Monthly Vouchers
Sewer (6)	10a	4,745.74	03/02/18
	10b	4,101.40	03/09/18
	10c	4,703.88	03/16/18
	10d	4,848.01	03/23/18
	Paid Expenses	5,880.38	
	10A	20,352.71	Monthly Vouchers
Recreation (8)			

	10a	1,035.00	03/02/18
Natural Gas (10)			
	10a	5,290.89	03/02/18
	10b	4,627.17	03/09/18
	10c	4,866.02	03/16/18
	10d	5,377.03	03/23/18
	Paid Expenses	223,369.48	
	10A	7,974.21	Monthly Vouchers
Trust & Agency (11)			
	Paid Expenses	13,818.79	
	10A	2,012.52	Monthly Vouchers

Capital Projects

(34) WWTP Upgrade

	Paid Expenses	0.00	
	10A	190,491.75	Monthly Vouchers

Motion: Trustee Lura
 Second: Trustee Eakin
 Carried: Unanimously

Resolution NO. 25-2018

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:	5-1410.440	Clerk – Contract, Prof & Tech	-750.00
TO:	5-1410.470	Clerk – Other Expenses	750.00
FROM:	5-1910.470	Contingency	-1,500.00
TO:	5-1620.460	Building – Contract Oper & Mtc.	500.00

TO:	5-1620.480	Buildings- Repairs	1,000.00
FROM:	5-3120.470	Police – Other Expenses	-300.00
FROM:	5-3120.410	Police – Materials & Supplies	-300.00
FROM:	5-3120.440	Police – Contract Prof & Tech	-300.00
TO:	5-3120.422	Police – Telephone	900.00
FROM:	5-3410.420	Fire Dept. – Utilities	-1,600.00
FROM:	5-3410.200	Fire Dept. – Equipment	-5,500.00
FROM:	5-3410.400	Fire Dept. – Schools, Conf & Dues	-500.00
TO:	5-3410.490	Fire Dept. – Vehicle Expenses	7,600.00
FROM:	5-3410.400	Fire Dept. – Schools, Conf & Dues	-500.00
TO:	5-3410.460	Fire Dept. – Contract Oper & Mtc.	500.00
FROM:	5-5110.100	Street Maintenance – Personal Services	-14,500.00
TO:	5-5142.100	Snow Removal – Personal Services	14,500.00
FROM:	5-8010.440	Zoning – Contract Prof & Tech	-250.00
TO:	5-8010.410	Zoning – Materials & Supplies	250.00
FROM:	5-8170.480	Street Cleaning – Repairs	-300.00
TO:	5-8170.490	Street Cleaning – Vehicle Expenses	300.00
FROM:	5-9040.800	Workers’ Compensation	-200.00
TO:	5-9045.800	Life Insurance	200.00

Airport

FROM:	5-5610.440	Airport – Contract, Prof & Tech	-7,800.00
TO:	5-5610.100	Airport – Personal Services	6,000.00
TO:	5-5610.410	Airport – Materials & Supplies	500.00
TO:	5-5610.490	Airport – Vehicle Expenses	1,300.00

Electric

FROM:	5-8325.100	Con Mtr. Read Collecting	-20,000.00
TO:	5-8310.400	Misc. Gen Expenses	20,000.00
FROM:	5-8340.100	Dist. System Operation	-5.00
TO:	5-8326.400	Misc. Interest Ded.	5.00
FROM:	5-9060.800	Hospital & Medical Insurance	-9,452.00
TO:	5-9710.700	Serial Bonds – Interest	9,452.00

Water

FROM:	5-8310.420	Admin - Utilities	-250.00
TO:	5-8310.490	Admin – Vehicle Expenses	250.00

Sewer

FROM:	5-8110.470	Admin - Other Expenses	-500.00
TO:	5-8110.400	Admin – School, Conf & Dues	200.00
TO:	5-8110.410	Admin - Materials & Supplies	300.00
FROM:	5-8120.480	Sanitary Sewer – Repairs	-325.00
TO:	5-8120.200	Sanitary Sewer – Equipment	325.00
FROM:	5-8130.480	Sewage Trt. & Disp. – Repairs	-1,000.00
TO:	5-8130.460	Sewage Trt. & Disp. Contract, Oper &Mtc	1,000.00

Recreation

FROM:	5-7320.410	Recreation – Materials & Supplies	-328.00
FROM:	5-7320.470	Recreation – Other Expenses	-66.00
FROM(Gen)	5-1990.470	Contingency	-680.00
TO:	5-7320.100	Recreation – Personal Services	994.50
TO:	5-9030.800	Recreation – Social Security	79.80

Natural Gas

FROM:	5-0878.000	Meter & House Regulator	-500.00
TO:	5-0874.470	Main & Service Expense - Uniforms	500.00
FROM:	5-0902.100	Meter Reading Exp - Personal Services	-100.00
TO:	5-0902.000	Meter Reading Expenses	100.00
FROM:	5-0920.100	Admin – & Gen Salaries	-24,600.00
TO:	5-0403.375	Depr Expense – Structures	3,000.00
TO:	5-0403.376	Depr Expense – Mains	8,500.00
TO:	5-0403.378	Depr Expense - Measr & Reg	1,000.00
TO:	5-0403.380	Depr Expense – Services	1,500.00
TO:	5-0403.398	Depr Expense – Misc. Equipment	100.00
TO:	5-0920.440	Admin – Contract, Prof & Tech	8,000.00
TO:	5-0920.460	Admin - Contract, Oper & Mtc.	500.00
TO:	5-0923.440	Outside Serv Empldy-Attorney	2,000.00
FROM:	5-9060.800	Hospital &Medical Insurance	-200.00
TO:	5-9089.810	Personal Safety Equipment	200.00

Capital Projects

Security Substation (35)

FROM: (Gen)	5-9060.800	Hospital & Medical	-0.00
TO:	5-9060.800	Hospital & Medical	0.00

T Hangar (36)

FROM:	5-5610.440	T-Hangar- Contractual Prof & Tech	-0.00
-------	------------	-----------------------------------	-------

TO: 5-5610.200

T-Hangar – Engineering

0.00

Motion: Trustee Eakin
Second: Trustee Lura
Carried: Unanimously

TRUSTEE LURA'S REPORT

I. MUC

1. Planning the DOT traffic light at College Street is in progress. While our electric department will install it, Colgate and the DOT are paying for the materials.
2. We have given out about 2000 LED light bulbs at the village office.
3. We have 116 natural gas hook-ups.
4. We are developing a scope of services for the MRB group to prepare a report on the proposed new well.
5. The WWTP improvements are moving along. There was an issue with some concrete that is being rectified.

II. Police

1. The department has been doing some in-house training over the past couple of weeks.
2. Our new Officer, Jordan Pannell, has successfully completed his field training and is due to be released on his own, very soon.
3. The department is preparing for Spring Party Weekend.
4. The last week has been a little slow, due to Spring Break.
5. On two recent occasions I've had residents complain about speeding and not stopping at stop signs.

III. PCD

I've attached a report from the executive director on current activities:

Current projects:

- **Hamilton Airport Opportunity Assessment and Redevelopment Plan** was developed by DCG Corplan Consulting. The project was administered by the PCD on behalf of the Village of Hamilton. The committee is continuing to meet to identify next steps for the project.
- **Recreation Project:** Developing GoSoMad.com website with Recreation Committee (to be launched in the spring) and working with Cornell Design Connect to design a signage system for the trail. April 14th is public meeting.
- **HBA and area businesses:** developing local delivery program; creating technology program with HBA for retail businesses; learning more about ways to support agriculture; business financials workshop May 20th with SBDC; coffee hour in March

- **Housing Strategy:** the committee selected **czb LLC**, a firm based in Alexandria VA <https://czb.org/> to proceed with housing project. They will start immediately and hope to complete the project by the end of the summer. We received 18 proposals from throughout the country.
- **Micro-Enterprise Launch Grant Project;** Working with Launch grantees, all funds awarded. Awarded \$160,000 to 6 businesses.
- **Home Improvement Grant Program:** Construction is underway for most of the homes through AHC grants. <https://www.thisishamiltonny.com/work/pcd/grant-programs/pcd-home-improvement-grants>
- **TIA:** Opening co-working space soon
- **CDBG projects:**
 - Good Nature Brewery
 - Kriemhild Dairy
 - Hearthstone Bakery
 - FoJo Beans Coffee Roasters
 - Launch Grant Program

Updates:

- Public meeting for Cornell Design Connect team is April 14th
- GNB grant closed out, monitoring with NYS in early April
- Annual Meeting (with HBA) scheduled for Tuesday June 5

Important things to know:

- Housing Strategy will be underway throughout spring and summer

Current Grants

Good Nature Brewery Expansion

Agency: Community Development Block Grant (CDBG) Small Business Assistance Funds (via Village of Hamilton), US Department of Housing and Urban Development (HUD).

Dates: closed out

Amount: \$241,000

Kriemhild Dairy Farms LLC Expansion

Agency: Community Development Block Grant (CDBG) Small Business Assistance Funds (via Town of Lebanon), US Department of Housing and Urban Development (HUD).

Dates:

Amount: \$100,000

HeartStone Artisan Bakery at Alambria Springs Farm (Lebanon) Expansion

Agency: Community Development Block Grant (CDBG) Small Business Assistance Funds (via Madison County), US Department of Housing and Urban Development (HUD).

Dates:

Amount: \$100,000

Microenterprise Launch Grant Program (up to \$35,000 for start-ups/\$25,000 for existing businesses in the towns of Brookfield, DeRuyter, Eaton, Georgetown, Hamilton, Madison, Nelson, and Lebanon).

Agency: Community Development Block Grant (CDBG) Microenterprise Funds (via Madison County), US Department of Housing and Urban Development (HUD).

Dates:

Amount: \$200,000

Home Improvement Grant Program - up to \$35,000 per home for income qualified homeowners in the towns of Eaton, Madison, Lebanon, Brookfield and Hamilton.

Agency: Affordable Housing Corporation (AHC) grant in partnership with the Utica Homeownership Center (UNHS)

Dates:

Amount: \$350,000

Recreation Website Design Project

Agency: CNY Community Foundation

Dates:

Amount: \$10,000

Chenango Canal Trail Improvements in the Town of Eaton

Agency: Recreational Trails Program, NYS Parks, Recreation and Historic Preservation, through the New York State Consolidated Funding Application (via Chenango Canal Association)

Dates:

Amount: \$75,000

FoJo Beans Coffee Roasters expansion

Agency: Community Development Block Grant (CDBG) Small Business Assistance Funds (via the Village of Hamilton), US Department of Housing and Urban Development (HUD).

Dates:

Amount: \$100,000

Design of incubator building at Airpark

Agency: Onondaga County

Dates:

Amount: \$55,000

Pending Grants:

None

IV. CEMETERY

All's quiet on Madison Street.

TRUSTEE EAKIN'S REPORT

Trustee Eakin March Report

Trees Committee

- First meeting held in a long time
- David Craine informed the Committee that funds are available for tree planting from Rotary International. The amount of funding is based on membership in local Rotary Clubs. David suggested a letter be sent to Mathew Crumb, President of Hamilton Rotary, with a proposal for tree planting in the Village of Hamilton. That letter is attached for the board's review.

- o Here's a link to Rotary International Tree Planting Challenge:
<http://www.rotary5495.org/stories/president-riseley-s-tree-planting-challenge>

A **motion** was made by Trustee Servedio to allow the planting of trees in the Village by the Rotary upon locating of utilities and approval by DPW, Electric, Water, Wastewater and Natural Gas Foremen. The **motion** was seconded by Trustee Eakin and unanimously carried.

- Greg requested (from Joe) a copy of the Village tree inventory that was prepared by students enrolled in Professor Tim McKay's Environmental Studies course in 2013?

Recreation and Parks Commission

- Dates for the 2018 Summer Recreation Program were verified. The 5-week program will begin on Monday, July 9th and end on Friday, August 10th. Cody confirmed that these dates were reserved with Colgate University.
- They would like to know how to proceed with the medical requirements.
- Tori spoke with someone from Morrisville who was inquiring about the possibility of their village/town children participating in our swim program. It was a preliminary conversation, but some questions we have include: how many children might attend, would Morrisville provide a bus for transport, would we be expected to cover the costs for children who receive free and reduced lunch, would we have the staff to accommodate extra children, would Morrisville contribute funds to our program? More details will follow.

Hamilton Area Community Coalition

- See attached minutes
- This group is doing some amazing activities and Melissa has been great at organizing and mobilizing teams of people across the village!
- Notice item about Block Party in Section N.vii.

All the committees are interesting in having their own web space either attached to the Village website or linked. I am happy to do the actual web work but need to know if the board wants to allow this.

TRUSTEE SERVEDIO'S REPORT

Hamilton Fire Department

- Working on a plan to acquire safety equipment. HFD will provide an inventory of their equipment and I will work with them to identify funding sources and develop a replacement cycle. In addition to FEMA and other grants, NY State also has resources available - <http://www.dhSES.ny.gov/ofpc/services/loan/>
- 54 calls Total (27 EMS / 21 College Fire Alarms / 6 Other calls including 2 structure fires both mutual aid)

Airport/Airpark Commission

- I did not attend the March meeting due to a village budget meeting

DPW

- Snow removal, getting ready for spring, budget preparation

Communications/Website - no updates

TRUSTEE NEVISON'S REPORT

Trustee Nevison was absent but sent the following report.

TRUSTEE REPORT

3/20/18

LIBRARY

No longer collecting late fees

Investing \$500 on gardening/landscaping
Moving ahead with HVAC progress
Hockey skate rental, checked on insurance
Little Free Libraries Brookfield, Hubbardsville

HBA

Nothing to report and have not received minutes. Will update with minutes asap.

VILLAGE COURTS

Nothing to report

ZONING

Application from Robert & Lynn Holcomb, who are seeking a relief from Appendix I, Schedule B #4 (Family Residential District), Bulk Zoning, for premises located at 14 W. Kendrick Ave. in connection with a boundary line change involving the adjoining premises located at 47 Maple Ave. The specific variances sought are as follows: 1) reduce the required lot area from the required 11,000 square feet and existing nonconforming 7,669.3 feet, to proposed 5,617 square feet, and 2) reduce the required rear yard setback from the required 50 feet and the existing nonconforming 43 feet, to proposed 20 feet. Draft Drawings presented: Labeled Lot Re-Lignment Survey for Robert A. Holcomb & Lynn T. Reardon, 47 Maple Ave date 01/15/18, jobno. 17-160VHM.12, by Earlville Land surveying. This change will make 47 Maple a conforming lot according to current village code, but will make 14 W Kendrick Ave even more non-conforming. Tim Trueworthy: Stated he is a neighbor and is not opposed to this.

PLANNING BOARD

Renewal Ho Science Center Special Permit: The reason for the initial special permit was because the Science Center was within 300 feet of a residential zone. Due to the recent rezoning, the property that was residential is now University Zone making it unnecessary for the Ho Science Center to need a Special Permit.

A motion was made by Chairman Larson that the Planning Board considered the application for renewal and determined a special permit is not required. The motion was seconded by Member Fuller and unanimously carried.

Preliminary Review Subdivision-47 Maple Ave: Mr. Holcomb is looking for a lot line change. A motion was made by Chairman Larson to schedule a public hearing at March 22, 2018, at 7:00pm for 47 Maple Ave subdivision. The motion seconded by Member Dudrick and unanimously carried.

Definition of Food Service: CEO Forth stated Colgate is looking into putting a dining facility behind their buildings on Broad Street. The Board will wait until they receive an application from Colgate to discuss.

MAYOR LOVELESS REPORT

With a week's vacation in the middle of the month this will be short report!

Terry Joerger retires on March 30, 2018. She has been a valued member of the Village staff and I want to officially thank her for her wonderful service and dedication for the past 11+ years. She will be missed but we wish her the best for a well-deserved and fun retirement.

We were delighted to get confirmation that the Village has been awarded a State and Municipal Facilities Program grant for \$132,360. This grant is for sidewalk expansion on Eaton, College and Madison Streets. This is a very important project to enhance pedestrian safety and we are grateful to Senator Valesky for his support for this important project.

I am serving on the Colgate Town/Gown Bicentennial Committee. Colgate celebrates its 200th anniversary in 2019 and there will be activities planned from fall 2018 to Reunion 2019 (all-class). Events are still in the planning stage.

Some of us met with the Susquehanna River Basin Commission to review our aquifer testing proposal as we plan for the new well.

At my monthly meeting with Dean Paul McLaughlin we continued discussions about student/village relations. Topics included preparing students for off-campus living in 2018-19 and Spring Party Weekend the last weekend in April.

I will be attending a “neighbor to neighbor” planning meeting this week.

We have received four applications for the part-time clerk position and hope to interview the candidates soon.

The HPD provided an escort for the Colgate Women’s Hockey Team as they left the Village to play in the Frozen Four in Minneapolis and on their return. It added to the festiveness and importance of the occasion. They are a wonderful group of women who have worked hard to be second in the nation! Quite an accomplishment!

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: A **motion** was made by Trustee Lura to go into executive session at 7:45 p.m. to discuss personnel. The **motion** was seconded by Trustee Servedio and unanimously carried.

A **motion was** made by Trustee Eakin to leave executive session at 9:10 pm. The **motion** was seconded by Trustee Servedio and unanimously carried.

Adjournment

There being no further business to come before the Board, Trustee Servedio made a **motion** to adjourn. The **motion** was seconded by Trustee Lura and carried. The meeting adjourned at 9:11 pm.

Respectfully submitted,
Alana Scheckler

