

**Village of Hamilton  
Board of Trustees  
Regular Meeting of December 5, 2018  
3:30PM, Village Office**

***APPROVED MINUTES***

**Present:** Mayor RuthAnn Loveless; Trustees: Russ Lura, Sean Nevison, Joe Eakin and Jennifer Servedio; Administrator/Attorney Jim Stokes; Treasurer MaryAnn Henderson; Administrative Assistant Nancy Mitchell

**Absent:**

**Public Present:** Tim Mansfield

Mayor Loveless called the meeting to order at 3:30p.m.

**NEW BUSINESS**

1. **Dog Park:** The Mayor what are the components that need to be discussed in order to draft a resolution for the December 18, 2018 Board meeting. Administrator Stokes stated the initial question is whether the Village wants the park and in what capacity will it function. A dog park committee would be appointed by the Board of Trustees and would be accountable to the Board. The Board consensus was in favor if current services where not jeopardized. The Board was not in favor of advertising banners. Enforcement of rules was discussed.

2. **WWTP Change Order**

**Resolution No. 165-2018  
Wastewater Treatment Plant  
Contract Change Order Resolution**

**WHEREAS**, the Village of Hamilton Waste Water Treatment Plant (WWTP) upgrade project is presently under construction; and

**WHEREAS**, in the course of said construction, it has been determined that demo work by King and King Mechanical on Plan M-022 of R-R Ex/Louver per tank for a total of 12 removals specified in the original contract is not necessary; and

**WHEREAS**, two thousand eight hundred and eighty dollars (\$2880) less four hundred eighty dollars (\$480) for time spent at site for a credit total of two thousand four hundred dollars (\$2,400) be credited to the contract, and

**WHEREAS**, the WWTP project engineers and the Village Administration has reviewed and recommends this change; now

**THEREFORE, BE IT RESOLVED**, that the Village of Hamilton Board of Trustees approves and authorizes the Mayor to execute change order HVAC - 02 with King and King Mechanical to decrease the contract amount by the sum of \$2,400 for unnecessary demo work.

**Motion by:** Trustee Nevison  
**Second by:** Trustee Servedio  
**Voting:** 5 ayes, 0 nays

**3. T Hangar Order**

**Resolution No. 166-2018  
Airport T Hangar Project  
Contract Change Order Resolution**

**WHEREAS**, the construction of a new metal T Hangar building at the Hamilton Municipal Airport is presently nearing completion of construction; and

**WHEREAS**, in the course of completing said construction, it has been determined that certain additional work not specified in the original contract documents should be made to improve the efficiency of the use and maintenance of the hangar, to wit: Door Stop Chains at outward-opening exterior man-doors, transition ramps at Bi-fold door entrances, reflective Taxilane Edge Markers between new and existing T Hangar buildings, additional Roll-up door at T-Hangar building storage space, 3-Way Switches for lighting in all hangar bays and a credit for unused NYSEG allowance; and

**WHEREAS**, the T hangar project engineers and the Village of Hamilton administration have recommended that it is in the best long-term interest of the Village to proceed with said additional work; now

**THEREFORE, BE IT RESOLVED**, that the Village of Hamilton Board of Trustees approves and authorizes the Mayor to execute the following change orders:

# 2 with Upstate Companies 1, LLC to increase the contract amount by the sum of \$ 21,377.09 to provide for the installation of:

- Door Stop Chains at outward-opening exterior man-doors
- Transition ramps at Bi-fold door entrances
- Reflective Taxilane Edge Markers between new and existing T Hangar buildings
- Additional Roll-up door at T-Hangar building storage space

not specified in the original contract documents.

#1 with Knapp Electric INC to increase the contract amount by the sum of \$ 1,457.46 to provide for the installation of:

- 3-Way Switches for lighting in all hangar bays
- Credit of unused NYSEG allowance

not specified in the original contract documents, and it is hereby further

**RESOLVED** that pending reimbursement of expenditures from the NYSDOT, payment for these services and materials shall be made from funds transferred from the Village's unappropriated

general fund balance and the Village Treasurer is hereby authorized to modify the 2018-19 fiscal year budget to reflect such transfer of funds.

**BE IT ALSO RESOLVED** that the Village of Hamilton Board of Trustees approves and authorizes the Village Treasurer to make any necessary budget amendments within the T-Hangar Capital Project Budget, as needed, to reflect the change order.

**Motion by:** Trustee Eakin

**Second by:** Trustee Servedio

**Voting:** 5 aye, 0 nay

#### **4. SEQR-Apron Expansion**

##### **RESOLUTION NO. 167-2018**

##### **RESOLUTION CONFIRMING FINDINGS UNDER THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT WITH RESPECT TO THE APRON EXPANSION PROJECT**

**WHEREAS**, the Village of Hamilton has been awarded a grant through the New York State Department of Transportation (the “DOT”) to partially fund improvements to the Hamilton Municipal Airport terminal apron (the “Project” or “Action”), and

**WHEREAS**, this Board of Trustees wishes to confirm its compliance with the requirements of the New York State Environmental Quality Review Act as it pertains to the Project.

**THEREFORE, BE IT RESOLVED** that the Village of Hamilton Board of Trustees finds that the Project is an unlisted action for purposes of the New York State Environmental Quality Review Act; that the New York State Department of Transportation and the Federal Aviation Administration are also involved agencies. The Project does not affect any lands located within New York State agricultural districts and does not involve the exercise of eminent domain or other public acquisition of land. The review of this Project under SEQRA will be an uncoordinated review, and it is hereby further

**RESOLVED**, that the construction and completion of the Project will not have any significant adverse effects upon the environment. This resolution shall constitute a negative declaration pursuant to the New York State Environmental Quality Review Act in accordance with SEQRA’s implementing regulations. The reasons supporting this determination are that the work under the Project is limited to improvement of existing facilities at the Hamilton Municipal Airport, and as such will not be a significant change to, or impact on the environment. The demolition of an existing wooden hangar and expansion of the apron area to accommodate short term parking of aircraft will not result in any adverse visual impacts or any adverse impacts to aviation. The small increase in impervious surfaces due to additional asphalt paving will not have any significant stormwater impacts.

**Motion:** Trustee Nevison

**Second:** Trustee Eakin

**Voting:** 5 ayes, 0 nays

5. **Executive Session:** A motion was made by Trustee Eakin to enter executive session at 4:27pm for personnel/attorney client privilege, seconded by Trustee Nevison and unanimously carried. Trustee Nevison excused himself at 5:05p.m. A motion was made by Trustee Servedio to exit executive session at 5:10p.m., seconded by Trustee Eakin and unanimously carried. No action taken in executive session

### **Adjournment**

There being no further business to come before the Board, Trustee Servedio made a **motion** to adjourn. The **motion** was seconded by Trustee Eakin and carried. The meeting adjourned at 5:10p.m.

Respectfully submitted,  
Kim Taranto, Village Clerk\_