

**Village of Hamilton
Board of Trustees
Regular Meeting of May 21, 2019
6:00 pm, Courthouse**

APPROVED MINUTES

Present: Mayor RuthAnn Speer Loveless; Trustees: Russ Lura, Julie Dudrick, Sean Nevison and Jennifer Servedio; Administrator/Attorney Jim Stokes; Administrative Assistant Nancy Mitchell

Absent: Village Treasurer Mary Ann Henderson

Public Present: Harvey Kliman; Rob Basile, NYSEG; Carolyn Todd

Mayor Loveless called the meeting to order at 6:03 p.m.

Approval of Minutes of the April 16, 2019, Regular Monthly Meeting: A **motion** was made by Trustee Lura to approve the minutes of the April 16, 2019 meeting as presented. The **motion** was seconded by Trustee Lura and unanimously carried.

Approval of Minutes of the March 20, 2019, Special Meeting: A **motion** was made by Trustee Lura to approve the minutes of the March 20, 2019 meeting as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

Approval of Minutes of the April 5, 2019, Special Meeting: A **motion** was made by Trustee Lura to approve the minutes of the April 5, 2019 meeting as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

Approval of Minutes of the April 11, 2019, Special Meeting: A **motion** was made by Trustee Servedio to approve the minutes of the April 11, 2019 meeting as presented. The **motion** was seconded by Trustee Lura and unanimously carried.

Approval of Minutes of the April 25, 2019, Special Meeting: A **motion** was made by Trustee Lura to approve the minutes of the April 25, 2019 meeting as presented. The **motion** was seconded by Trustee Dudrick and unanimously carried.

Public Hearing: The Mayor opened the public hearing at 6:05pm to hear from the public regarding the sound variance request from Colgate University for reunion weekend. The Mayor closed the public hearing at 6:05pm.

A **motion** was made by Trustee Lura to approve the Sound variance request from Colgate University for May 30-June 2 from 9:00pm-1:00am. The **motion** was seconded by Trustee Servedio and unanimously carried.

Public Comment: Harvey Kliman stated Trustee Julie Dudrick is not listed on the Village website.

NEW BUSINESS

1. Colgate Inn Block Party: Will come before the Board in June.

2. Vacation Pay Request: A **motion** was made by Trustee Nevison to approve Chris Carhart’s request to be paid for 80 hours of vacation time. The **motion** was seconded by Trustee Dudrick and unanimously carried. A **motion** was made by Trustee Nevison to approve Kim Taranto’s request to be paid for 80 hours of vacation time. The **motion** was seconded by Trustee Dudrick and unanimously carried.

3. NYSEG Energy Audit: Rob Basile, NYSEG came before the Board with his proposal to replace lighting at the Airport with LED high efficiency fixtures. There are 123 at a cost of \$104.00 per fixture.

4. Direct Energy Contract Extension:

**Resolution #61-2019
Contract Direct Energy Business Marketing, LLC**

WHEREAS, the current contract to purchase natural gas with Direct Energy Business Marketing, LLC entered into on April 10, 2014 is due to expire on October 31, 2019, and

WHEREAS, this relationship has proven beneficial to the Village of Hamilton’s Municipal Gas Utility, and

WHEREAS, the Village Administration along its natural gas supply consultant, Thomas R. Hughes & Associates, Inc., have negotiated a new contract with Direct Energy Business Marketing, LLC that will be effective November 1, 2019 through October 31, 2029, and

WHEREAS the Municipal Utilities Commission has reviewed the contract and recommends its approval to the Village of Hamilton Board of Trustees, now

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Hamilton approves the contract between the Village and Direct Energy Business Marketing, LLC and authorizes the Mayor to execute the agreement between the Village of Hamilton and Direct Energy Business Marketing, LLC for services as stated in the contract.

Motion: Trustee Lura

Second: Trustee Dudrick

Voting: 5 ayes, 0 nay

5. Approve FAA Equipment Grant Application:

**Resolution #62-2019
Submit Grant for Snow Removal Equipment**

WHEREAS, the Federal Aviation Administration has made a grant offer to the Village of Hamilton for Airport Improvement Projects, and

WHEREAS, the Village Administration along with the Airport operator has identified a need for addition snow removal equipment at the airport to more effectively clear areas for walking and hangar access, and

WHEREAS, funds have been identified in the 2019-2020 budget for the acquisition of snow removal equipment and the budget for the proposed project is as follows:

Project Budget	
Administration Expense	\$ 1,000.00
Architectural Engineering Basic Fees	\$ 3,000.00
Equipment	\$ 50,000.00
Total Cost	\$ 54,000.00
Project Funding	
Airport Improvement Program (90%)	\$ 48,600.00
NYS DOT (5%)	\$ 2,700.00
Sponsor Share (5%)	\$ 2,700.00
Total Cost	\$ 54,000.00

WHEREAS, the Airport/Airpark Commission has reviewed the need for the equipment, the proposed budget and the grant application and recommends to the Board of Trustees to approve the Grant submission, now

THEREFORE, BE IT RESOLVED that the Mayor of the Village of Hamilton be authorized to sign and submit a grant application to the Federal Aviation Administration for assistance with the purchase of airport snow removal equipment as herein provided.

Motion: Trustee Lura

Second: Trustee Servedio

Carried: 5 ayes, 0 nays

6. Airport Management Agreement Amendment

Resolution #63-2019

Airport Operator Contract Amendment

WHEREAS, there has been in effect an Airport Operations Agreement between the Village of Hamilton and Bargabos Earthworks, Inc., doing business as Eagle View Flight since September 1, 2015 (Contract), which Agreement has been previously amended pursuant to a resolution of this Board effective September 1, 2017, and

WHEREAS, the Board finds it to be in the best interests of the Airport and the Village to further amend the Contract.

NOW THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees hereby approves the following amendments to the Contract, all to be effective June 1, 2019:

1. Article II, Paragraph E is amended to read: “For services provided by the Tenant as stated in Article XIII of this agreement, the Landlord shall pay to the Tenant an annual operation service fee of \$84,000.00, to be paid in monthly installments of \$7,000.00 for each month of services rendered. These payments shall be deemed earned by Tenant as of the last day of the month during which the services are rendered. Service fees shall each be paid on a monthly basis by the Village to Tenant following approval of the payments by the Board of Trustees at its regularly scheduled monthly board meeting immediately following the month for which the fees have been earned.”
2. Article XIII, Paragraph G. “Tenant/Operator shall collect and remit to the Village on a monthly basis landing fees, overnight ramp parking fees, transient aircraft ground handling fees and other fees, from all aircraft as applicable based upon the most recent fee schedule adopted by the Village of Hamilton Board of Trustees. It is the responsibility of the Landlord to establish the schedule of fees for airport related services, which may be amended from time to time at the discretion of the Landlord.”
3. Article XIII, Paragraph H. “From time to time the Tenant shall be required to assist aircraft, pilots and passengers during non-business hours. For all services provided after hours by the Tenant, each aircraft shall be charged an hourly call out fee in the amount of \$100.00 per hour. For these call out services provided by the Tenant, the Landlord shall reimburse the Tenant, in the month following the month during which the services were rendered, 100% of the call out fees charged.
4. Appendix A is deleted from the Contract.
5. A new paragraph K is added to Article XIV, to read “The parties agree to meet on or about March 1, 2020 to review the financial condition of the Airport and the Operator and negotiate in good faith as to continuing terms and conditions of the Contract.

AND IT IS HEREBY FURTHER RESOLVED that the Mayor be, and hereby is authorized to execute the amendment to the Contract as herein provided.

Motion: Trustee Servedio

Seconded: Trustee Lura

Voting: 5 ayes, 0 nays

7. Airport Hangar Lease Amendments

**RESOLUTION NO. 64-2019
LEASE OF HANGER SPACE
AT HAMILTON MUNICIPAL AIRPORT**

WHEREAS, the Village of Hamilton Airport/Airpark Commission has reviewed the current standard Metal Hangar and Tie Down Lease Agreement, including the amounts for the hangar rents and fuel rebates at the Municipal Airport, and has made a recommendation to the Board of Trustees that said rents and rebates be increased, and that certain other revisions to the agreement concerning the lease term and automatic renewals of the term be adopted.

NOW THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees hereby approves an increase in hangar rents from two hundred seventy-five dollars (\$275.00) per month to two hundred ninety dollars (\$290.00) per month, and an increase in the associated fuel rebate from a maximum of ninety dollars (\$90.00) per month to a maximum of one hundred five dollars (\$105.00) per month, with such increases to take effect as soon as they may be contractually initiated and to be re-evaluated on an annual basis thereafter, and it is hereby further

RESOLVED that the Board of Trustees hereby approves the attached revised standard Metal Hangar and Tie Down Lease Agreement, and hereby authorizes the Mayor to execute all such agreements on behalf of the Village of Hamilton.

Motion: Trustee Servedio

Second: Trustee Lura

Carried: 5 ayes, 0 nays

8. Library Building Modification Request: The Library would like to make the door to the Children’s Room a pocket door to make it more inviting to children. Tabled.

9. Accept Electric Utility Easement-Horton Rd: A **motion** was made by Trustee Lura to approve the Easement through the Hughes/Benedict property. The **motion** was seconded by Trustee Nevison and unanimously carried

10. Surplus Water Department

Resolution 65-2019 Surplus Wastewater Treatment Plant Equipment

WHEREAS, the Village of Hamilton Wastewater Treatment Plant Superintendent has advised that his department has no further use of the following equipment:

- A: one Komline plunger pump, electric motor and spare parts
- B: one Carter plunger pump and motor
- C: Four Eimco 49ft clarifier drives
- D: one Ingersoll rand dual air compressors and tank
- E: one Scales air compressor and tank
- F: one Ariens model 934006 lawn tractor with cab, snowblower and mower deck
- G: one Toro 12/33 walk behind snow blower
- H: one 60hp 3ph electric motor
- I: one single phase transformer
- J: one small hot water heater

K: one model 9000 autoclave
L: one kitchenette consisting of a stove, sink and cupboards
M: one Labor water pressure booster water pump with motor
N: Various pieces of old lab equipment

NOW THEREFORE, BE IT RESOLVED, that Village of Hamilton Board of Trustees hereby declares the herein listed equipment to be surplus Village property no longer required for Village purposes; and

BE IT FURTHER RESOLVED, that the Water/Wastewater Superintendent be, and hereby is authorized to sell said equipment in such manner as he deems suitable given its reasonable value, whether by private sale or auction or other bid process, and/or to dispose of any items of equipment the Superintendent shall deem unusable and/or of no significant monetary value.

Motion: Trustee Nevison

Second: Trustee Lura

Voting: 5 ayes, 0 nays

11. Water Valve Replacement Contract

RESOLUTION 66-2019 Joseph J. Lane Construction, Inc Water Main Work

WHEREAS, the Water/Wastewater Superintendent has identified water main work under Route 12B in the Village; and

WHEREAS, the New York State DOT plans to repave the section of 12B where the identified section of water main is located during the summer of 2019 such that the replacement of the valve prior to this is determined prudent, and

WHEREAS, estimates for said work was provided by Joseph J. Lane Construction, Inc. and Zielinski's Asphalt, Inc, and

WHEREAS, the Water/Wastewater Superintendent, the Village Administrator and the Municipal Utilities Commission have reviewed the proposals and determined that Joseph P. Lane Construction, Inc., which provided the lowest cost proposal which included both labor and materials and also has a proven relationship with the Village, be selected for the project, now

THEREFORE, BE IT HEREBY RESOLVED by the Village of Hamilton Board of Trustees ("BOT"), based upon the recommendations of the Municipal Utilities Commission, the Village Administrator and the Village's Water/Wastewater Superintendent, that the Village enter into an agreement with Joseph J. Lane Construction, Inc for services as specified in the Joseph J. Lane Construction, Inc proposal submitted on May 8, 2019; and

BE IT FURTHER RESOLVED, that the cost of said services shall not exceed thirty-one thousand two hundred eighty dollars (\$31,280.00) without written authorization of the BOT; and

BE IT FURTHER RESOLVED, that the Mayor be, and hereby is authorized to execute the contract for services with Joseph P. Lane Construction, Inc, and is hereby authorized to take such further appropriate actions as may be prudent and/or necessary to carry out the intent of this resolution.

Motion: Trustee Servedio

Second: Trustee Lura

Voting: 5 ayes, 0nays

12. Tree Removal Contract

RESOLUTION 67-2019

Family Tree Services

Tree Service

WHEREAS, the Department of Public Works Crew Chief and the Municipal Electric Working Foreman have identified a total of nine (9) trees that need removal in various areas of the Village; and

WHEREAS, three (3) proposals were received for said work from Family Tree Service, Heritage Logging, and Hutchings tree service, and

WHEREAS, the estimates were reviewed by the Village Administrator, the DPW Supervisor and the Municipal Electric Supervisor and it was determined that Family Tree Service provided the best value, based on overall cost, best equipment and use of a crane for removal, and past experience and insurance coverage for the project, now

THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees (“BOT”) based upon the recommendations of by the Village Administrator, the DPW Supervisor and the Municipal Electric Supervisor, that the Village enter into an agreement with Family Tree Service for services as specified in the Family Tree Service proposal submitted on May 13, 2019; and

BE IT FURTHER RESOLVED, that the cost of said services shall not exceed fourteen thousand one hundred dollars (\$14,100.) without written authorization of the BOT.

Motion: Trustee Lura

Second: Trustee Servedio

Voting: 5 ayes, 0 nays

13. Electric Summer Help: A **motion** was made by Trustee Servedio to approve the hire of Colin Bugbee and Tyler King at \$11.50 per hour, seconded by Trustee Dudrick and unanimously carried.

14. 5th Grade Social Studies Class: The Mayor plans to go to the school and discuss their ideas of a community garden and festival and offer options.

ADMINISTRATIVE REPORT

1. Airport:
 - a. Task order signed for MJ to begin design/contraction process of the Terminal Hangar Rehab and new Terminal
 - b. Fuel Truck has been repaired
 - c. NYSDOT Aviation – 3-year obstruction inspection to happen Thursday am
 - d. Tentatively have all hangars full
 - e. Have filed for an FAA waiver for the angle of our Papi and our published approach difference
 - i. Obstructions that necessitated the setting need to be identified
2. Airpark:
 - a. Property release – all documentation has been sent to the FAA for all but the White Property, metes and bounds survey being completed.
 - b. White property – CATEX and Letter being prepared for submission
3. DPW:
 - a. Paving projects and tree removal have begun
 - b. College Street pedestrian bridge – only one bid submitted – further discussion needed.
4. Utilities:
 - a. Electric:
 - i. MEUA semiannual meeting was held in April:
 1. It was announced that the Long-Term agreement for our Municipal Hydro Power has been approved and is now going through the legal process required prior to being signed by the Governor.
 2. The Organization is continuing to work toward better serving its members:
 - a. Providing support with Government regulation
 - b. Providing educational opportunities:
 1. Accounting workshop
 2. Lineman School
 3. Meter School
 - ii. IEEP:
 1. Updated brochure in the office
 2. Working to stay abreast of and working with the State’s Energy initiatives
 - iii. NYMPA -Semiannual meeting being held tomorrow
 - b. Natural Gas:
 - i. Field Records Audit was completed successful
 - ii. PSC White Paper on Operator Qualifications
 1. Attended a joint NGA operators/ PSC work session in Albany

- a. Stated the case for the very small municipal operators' burden
 - b. Challenges were recognized by Staff
 - c. We have also prepared a response to this through our Utility Attorney
- c. Wastewater:
 - i. Upgrade is progressing
 - ii. Grit System Change Order has been presented to the EFC to be included in our financing amount.
 - 1. MWBE requirement need to be increased
 - 2. Short Term financing will have to be discussed
 - d. Working with MRB to resolve the Electric Contractor issues with the time extension
- 5. Climate Smart Communities
 - a. NYSERDA approval for EV charging stations will be completed and submitted this week
 - b. LED Street lights are nearly at 50% - IEEP paid for the remaining lights on Broad Street
 - c. Community meeting for climate resiliency being held June 6, at 7pm
- 6. Deer Cull:
 - a. 4 season data being collected for DEC submission

TREASURER HENDERSON'S REPORT

Resolution NO. 68-2019

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

	<u>Check Date</u>
General (1)	
11d	21,870.48
04/26/19	
12a	67,611.14
05/03/19	
12b	17,786.31
05/10/19	
12c	19,689.13
05/17/19	

	Paid Expenses	35,184.92
	12A	94,303.53
Airport (3)	Monthly Vouchers	
	11d	391.37 04/26/19
	12a	436.15 05/03/19
	12b	838.96 05/10/19
	12c	627.31 05/17/19
	Paid Expenses	13,232.88
	12A	9,525.08
Electric (4)	Monthly Vouchers	
	11d	6,098.64
	04/26/19	
	12a	7,243.98
	05/03/19	
	12b	6,136.71
	05/10/19	
	12c	6,495.80
	05/17/19	
	Paid Expenses	13,080.08
	12A	194,712.32
Water (5)	Monthly Vouchers	
	11d	1,972.10
	04/26/19	
	12a	1,568.98
	05/03/19	
	12b	2,811.30
	05/10/19	
	12c	1,517.75
	05/17/19	
	Paid Expenses	2,450.00
	12A	18,162.97
Sewer (6)	Monthly Vouchers	
	11d	5,339.58
	04/26/19	
	12a	4,062.73
	05/03/19	
	12b	3,935.40
	05/10/19	

	12c	4,917.22
	05/17/19	
	Paid Expenses	10,015.44
	12A	27,945.17
Natural Gas (10)	Monthly Vouchers	
	11d	6,466.86
	04/26/19	
	12a	6,050.13
	05/03/19	
	12b	4,842.81
	05/10/19	
	12c	7,455.12
	05/17/19	
	Paid Expenses	439,832.99
	12A	27,536.39
Trust & Agency (11)	Monthly Vouchers	
	Paid Expenses	15,293.04
	12A	2,885.17
Trust (12) Symphony	Monthly Vouchers	
	Paid Expenses	0.00
	12A	70.50 Monthly Vouchers
<u>Capital Projects</u>		
Airport (27)		
	Paid Expenses	0.00
	12A	3,000.00
	Monthly Vouchers	
WWTP Upgrade (34)		
	Paid Expenses	0.00
	12A	213,843.54
	Monthly Vouchers	
Security Substation (35)		
	Paid Expenses	0.00
	12A	5,801.40
	Monthly Vouchers	
10 Bay T-Hangar (36)		
	Paid Expenses	0.00
	12A	42,544.17
	Monthly Vouchers	

Motion: Trustee Nevison

Second: Trustee Servedio

Voting: 5 ayes, 0 nays

Resolution NO. 69-2019

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.

March 2019 Transfers

General

FROM:	5-1910.470	Unallocated Insurance	-200.00
TO:	5-1010.440	Board/Trustees – Contract, Prof & Tech	200.00
FROM:	5-1210.440	Mayor - Contract, Prof & Tech	-50.00
TO:	5-1210.470	Mayor – Other Expenses	50.00
FROM:	5-1910.470	Unallocated Insurance	-4,900.00
TO:	5-1325.100	Treasurer – Personal Services	4,900.00
FROM:	5-1910.470	Unallocated Insurance	-300.00
TO:	5-1410.470	Clerk- Other Expenses	300.00
FROM:	5-1420.470	Law – Other Expenses	-700.00
TO:	5-1420.440	Law – Contract, Prof & Tech	700.00
FROM:	5-3120.200	Police – Equipment	-6,400.00
FROM:	5-3120.110	Police – Personal Service Bridges	-3,100.00
FROM:	5-3120.400	Police – Schools, Conf & Dues	-1,400.00
FROM:	5-3120.440	Police – Contract, Prof & Tech	-2,000.00
TO:	5-3120.100	Police – Personal Services	12,900.00
FROM:	5-3120.460	Police – Contract, Oper & Maintenance	-400.00
TO:	5-3120.420	Police – Utilities	400.00
FROM:	5-3120.470	Police _ Other Expenses	-150.00
TO:	5-3120.422	Police – Telephone	150.00
FROM:	5-3410.400	Fire Dept. - Schools, Conf & Dues	-600.00
FROM:	5-3410.480	Fire Dept. – Repairs	-200.00
FROM:	5-3410.440	Fire Dept. – Contract, Prof & Tech	-590.00
TO:	5-3410.410	Fire Dept. – Material & Supplies	1,390.00
FROM:	5-9010.800	NY State Retirement	-8,700.00
TO:	5-3410.490	Fire Dept. – Vehicle Expenses	4,000.00
TO:	5-3410.460	Fire Dept. – Contract, Oper & Mtc.	4,700.00

FROM:	5-1220.200	Admin – Equipment	-800.00
FROM:	5-1220.460	Admin – Contract, Oper & Mtc.	-400.00
FROM:	5-1325.442	IT Services -	-5,000.00
FROM:	5-1325.400	Treasurer – Schools, Conf & Dues	-800.00
FROM:	5-1420.470	Law – Other Expenses	-800.00
FROM:	5-1620.100	Buildings – Personal Service	-2,000.00
FROM:	5-1620.200	Building – Equipment	-7,000.00
FROM:	5-5110.470	Street Maintenance – Other Expenses	-4,400.00
FROM:	5-5110.490	Street Maintenance – Vehicle Expense	-3,000.00
FROM:	5-5110.440	Street Maintenance – Cntrct, Prof & Tech	-1,000.00
FROM:	5-8160.460	Refuse Coll & Disp – Cntrct, Oper & Mtc.	-13,200.00
FROM:	5-8160.490	Refuse Coll & Disp – Vehicle Expenses	-3,000.00
FROM:	5-8170.410	Street Cleaning – Materials & Supplies	-2,400.00
FROM:	5-8170.480	Street Cleaning – Repairs	-2,500.00
FROM:	5-8170.490	Street Cleaning – Vehicle Expenses	-1,500.00
FROM:	5-8189.200	Recycling – Equipment	-300.00
FROM:	5-8189.410	Recycling – Materials & Supplies	-900.00
FROM:	5-8189.490	Recycling – Vehicle Expenses	-1,800.00
TO:	5-5110.100	Street Maintenance – Personal Services	50,800.00
FROM:	5-5110.410	Street Maintenance- Materials & Supplies	-6,700.00
FROM:	5-5110.420	Street Maintenance - Utilities	-300.00
TO:	5-5110.200	Street Maintenance – Equipment	7,000.00
FROM:	5-5110.490	Street Maintenance – Vehicle Expenses	-700.00
TO:	5-5110.422	Street Maintenance – Telephone	100.00
TO:	5-5110.460	Street Maintenance – Contract, Oper & Mtc	600.00
FROM:	5-5142.490	Snow Removal – Vehicle Expenses	-50.00
TO:	5-5142.100	Snow Removal - Personal Services	50.00
FROM:	5-5410.460	Sidewalks – Contract, Oper & Mtc.	-2,000.00
TO:	5-5410.440	Sidewalks – Contract, Prof & Tech	2,000.00
FROM:	5-8010.470	Zoning – Other Expenses	-90.00
TO:	5-8010.410	Zoning – Materials & Supplies	90.00
FROM:	5-8160.410	Refuse Coll & Disp – Materials & Supplies	-1,050.00
FROM:	5-8160.470	Refuse Coll & Disp – Other Expenses	-2,400.00
TO:	5-8140.480	Storm Sewers – Repairs	3,450.00
FROM:	5-8160.480	Refuse Coll & Disp – Repairs	-1,000.00
TO:	5-8140.100	Storm Sewers – Personal Services	1,000.00
FROM:	5-9010.800	NY State Retirement	-4,300.00

FROM:	5-5410.200	Sidewalks – Equipment	-500.00
TO:	5-8160.100	Refuse Coll & Disp – Personal Services	4,800.00
FROM:	5-8810.100	Cemeteries – Personal Services	-1,200.00
FROM:	5-8810.480	Cemeteries – Repairs	-1,300.00
FROM:	5-8810.490	Cemeteries – Vehicle Expenses	-1,000.00
FROM:	5-8510.470	Community Beaut. – Other Expenses	-200.00
TO:	5-8810.470	Cemeteries – Other Expenses	3,700.00
FROM:	5-9055.800	Disability Insurance	-500.00
TO:	5-9045.800	Life Insurance	500.00
FROM:	5-1620.480	Buildings – Repairs	-1,600.00
FROM:	5-3310.200	Traffic Control – Equipment	-3,000.00
FROM:	5-3310.410	Traffic Control - Materials & Supplies	-4,000.00
FROM:	5-5142.460	Snow Removal – Contract, Oper & Mtc.	-500.00
FROM:	5-5610.410	Airpark – Materials & Supplies	-500.00
FROM:	5-5610.470	Airpark – Other Expenses	-300.00
FROM:	5-5610.490	Airpark – Vehicle Expenses	-1,500.00
FROM:	5-7110.110	Parks – Ice Pond Personal Service	-3,100.00
FROM:	5-7110.490	Parks Maintenance – Vehicle Repairs	-1,000.00
FROM:	5-8020.440	Planning – Contract, Prof & Tech	-1,500.00
FROM:	5-1910.470	Contingency	-5,700.00
TO:	5-9060.800	Hospital & Medical	22,700.00

Airport

FROM:	5-1220.200	Admin - Equipment	-50.00
TO:	5-1220.440	Admin – Contract, Prof & Tech	50.00
FROM:	5-1910.470	Unallocated Insurance	-1,500.00
TO:	5-5610.470	Airport – Other Expenses	1,500.00
FROM:	5-1950.471	Airport – Business Tax	-10,000.00
TO:	5-5610.440	Airport – Contract, Prof & Tech	10,000.00

Electric

FROM:	5-8342.400	Oper Distrb Lines	-104,200.00
TO:	5-1620.100	Buildings – Personal Services	1,000.00
TO:	5-1620.470	Buildings – Other Expenses	700.00
TO:	5-8313.400	Law Dept.	500.00
TO:	5-8320.200	MEUEFF monthly Installment	2,000.00
TO:	5-8320.400	Electricity Purchased	100,000.00
FROM:	5-8340.100	Dist. System Operation	-4,000.00
TO:	5-8326.100	Con Billing & Acctg	4,000.00

Water

FROM:	5-8340.200	Transmission & Disp- Equipment	-5,500.00
FROM:	5-8340.410	Transmission & Disp – Materials & Supplies	-25,000.00
FROM:	5-8320.410	Source of Supply – Materials & Supplies	-780.00
TO:	5-8340.460	Transmission & Disp. – Cntrct, Prof & Tech	31,280.00
FROM:	5-1220.200	Admin – Equipment	-200.00
TO:	5-1420.440	Law – Contract, Prof & Tech	200.00
FROM:	5-1990.470	Contingency	-1,800.00
TO:	5-1620.100	Buildings - Personal Services	900.00
TO:	5-1620.470	Buildings – Other Expenses	900.00
FROM:	5-8310.460	Admin- Contract, Oper & Mtc	-330.00
TO:	5-8310.400	Admin – Schools, Conf & Dues	30.00
TO:	5-8310.410	Admin- Materials & Supplies	300.00
FROM:	5-1990.470	Contingency	-4,000.00
TO:	5-8340.100	Trans & Disp – Personal Services	4,000.00

Sewer

FROM:	5-1990.470	Contingency	-1,020.00
TO:	5-1620.470	Building – Repairs	900.00
TO:	5-1420.440	Law – Contract, Prof & Tech	120.00
FROM:	5-8120.480	Sanitary Sewers – Repairs	-800.00
TO:	5-8110.410	Admin – Materials & Supplies	300.00
TO:	5-8110.460	Admin – Contract, Oper &Mtc.	500.00
FROM:	5-8130.410	Sewage Trt & Disp - Materials & Supplies	-15,000.00
FROM:	5-1220.200	Admin – Equipment	-1,000.00
FROM:	5-8120.410	Sanitary Sewers – Materials & Supplies	-2,500.00
TO:	5-8130.100	Sewage Trt & Disp. – Personal Services	18,500.00
FROM:	5-8130.440	Sewage Trt & Disp. – Contract Prof & Tech	-2,000.00
FROM:	5-8130.460	Sewage Trt & Disp. – Contract, Oper & Mtc	-1,400.00
TO:	5-8130.470	Sewage Trt & Disp. – Other Expenses	3,400.00
FROM:	5-9030.800	Social Security	-200.00
TO:	5-9045.800	Life Insurance	200.00
FROM:	5-1320.440	Auditors	-3,000.00
TO:	5-9060.800	Hospital & Medical	3,000.00

Recreation

FROM:	5-7320.410	Recreation – Materials & Supplies	-111.00
TO:	5-7320.100	Recreation - Personal Services	101.00
TO:	5-9030.800	Social Security	10.00

Natural Gas

FROM:	5-0870.000	Oper Supervision & Eng.	-500.00
FROM:	5-0870.100	Oper Supervision & Eng. – Personal Services	-3,000.00
FROM:	5-0870.200	Operation – Equipment	-3,500.00
FROM:	5-0874.410	Mains & Services – Materials & Supplies	-6,000.00
FROM:	5-0889.000	Maint of Meas & Reglt St	-1,500.00
FROM:	5-0892.000	Maint of Services	-1,500.00
FROM:	5-0894.000	Maint. Of Other Equipment	-600.00
FROM:	5-0902.000	Meter Reading Expenses	-500.00
FROM:	5-0902.100	Meter Reading Exp – Personal Services	-3,700.00
FROM:	5-0920.100	Admin & Gen Salaries	-8,000.00
FROM:	5-0920.400	Admin – Schools, Conf & Dues	-2,500.00
FROM:	5-0921.000	Admin & Gen – Office Supplies	-1,000.00
FROM:	5-0924.000	Property Insurance	-1,700.00
FROM:	5-0923.440	Outside Serv Employed – Attorney	-6,000.00
TO:	5-0807.000	Purchased Gas Expenses	40,000.00
FROM:	5-0930.002	Misc. General Expenses	-700.00
TO:	5-0874.000	Mains & Services Expenses	400.00
TO:	5-0874.470	Mains & Services Exp – Uniforms	300.00

Motion: Trustee Nevison

Second: Trustee Servedio

Voting: 5 ayes, 0 nays

Summer Rec Employee and Wages:Nevison/Servedio

Judge’s Report: Reviewed and accepted.

TRUSTEE LURA’S REPORT

MUC

1. The rate case is still before the PSC. There is a delay in their decision because of the changeover in our staffing.
2. There are 153 natural gas hook-ups.
3. The contract with Direct Energy for natural gas is just about complete.
4. The wastewater facility improvements are on schedule to be complete in September.

POLICE

1. Chief Stassi reports that graduation weekend was quiet.

PCD

1. A new administrator has been hired to help in administering the numerous grants and record keeping.
2. A CDBG grant of \$175,000 for improvements to Ray Brothers B-B-Que has been secured.
3. The Upstate Institute is working with local economic development groups and citizens including the PCD and the Village to plan an economic development conference next fall (October 28-29).
4. The PCD and the Hamilton Business Alliance are working with farmer's market vendors to increase sales and entrepreneurial opportunities.

CEMETERY

Nothing to report

TRUSTEE DUDRICK'S REPORT

July 4th Committee: Melissa Cassulius and Leslie Pasco have agreed to take over the responsibilities for this committee. We provided them with a job description for the position, and they are on their way. They have recruited several new volunteers and are working on a full report for us this week. They have also recruited Morrisville Marching Band.

Tree Commission: They hosted a planting ceremony on Arbor Day, April 27, at the trailhead of the Chenango Towpath Trail on Montgomery Street. Mayor Loveless was on hand, and we received some press in the Mid York Weekly. Their next meeting is tomorrow, May 22 at 7pm.

Pedestrian Safety Committee: We met on April 22. We reviewed the proposed pedestrian circulation routes on Colgate's lower campus and discussed the crosswalk at Route 12B in front of Huntington gymnasium. Nicki Moore had mentioned the issues there to chair Jenna Reinbold. Jenna reached out to them after the meeting to see what they had in mind, and they indicated that Colgate had been in touch with the NYS DOT about the project, and that the DOT plans to install a crossing there this summer, similar to whatever is going in at the Post Office. Colgate is unaware of the actual device that will be installed and is waiting to hear more from them. We also discussed improvements to the Towpath Trail Head, and they are very interested in creating good pedestrian access to that new space from the village, perhaps with a sidewalk on the north side of Montgomery.

Village Planning Board: The April 25 meeting of the planning board was cancelled.

TRUSTEE SERVEDIO'S REPORT

Trustee Servedio May 2019 Report

Hamilton Fire Department

- Call volume for April 2019 from www.hamiltonfd.org
 - o Fire – 13

- o EMS – 25
- o College Alarm – 30
- On April 24 HFD held a fire demonstration at Colgate to display the rapid effects that fires can have in residential buildings on campus. The story can be found here: http://www.thecolgatemaroonnews.com/news/article_7f089c9a-6c3f-11e9-b1ca-0b6200e3c032.html

Airport/Airpark Commission – I missed the meeting due to a work conflict

DPW

- This was my first meeting with Deke since Randy retired. He is settling in nicely and the crew seems happy.
- Paving projects
 - o A portion of Lebanon Street will get crack seal and micro pave.
 - o The DPW will do prep work on the following sites that will be paved by Ulster Paving
 - Court House Parking Lot
 - Village Hall/Municipal Parking Lot
 - Access road off Wings Way
 - East Kendrick overlay
- Crack Sealing has been delayed due to weather – hopefully will happen during the week of 5/20.
- Various sidewalks are being looked at and planned for installation and/or repair.
- Culverts are being cleaned
- Summer worker position has been posted
- Sweeper and dump truck surplus
- Used sweeper is ready for purchase
- Trails are in good shape. They are trying to mow during breaks in the rain. Some NYS protected flowers have been identified and marked.
- Trees – 9 dead trees have been identified and are ready for removal.
- Airport
 - o Repair some lights (runway and taxi) that were damaged during the winter months
 - o Trying to mow during breaks in the rain

TRUSTEE NEVISON'S REPORT

HBA -Seeking help on Community Development Grant -Social Media for Farmers Market/ New Tote Bags -Possibility of pop up stores? -Updated HBA Website Coming Soon -HBA Fundraiser at Eaton Street - Food and Music -Sidewalk Sale July 11-13 -Slater Brothers Making an HBA Business Promotional Video –

PCD is hiring -Syracuse Lifestyle Magazine coming for Hamilton photoshoot -Old Home Distillers Hiring -Rogers Environmental Summer Camp July 1st - August 15th -Antique Show May 31 - June 2 **HPL** -Was not able to attend, will forward minutes. -Open hours changed, close earlier Friday and open later Saturday.

Historic -Taking next steps to publish Judy Lyrek book. 377 houses in 3 volumes. Appraisal for WWI and WWII posters -Park United will Display for their 200th Celebration -2019-20 Budget Passed

Zoning -Meeting for Ronning property Apr 24th

Village Courts -Nothing to Report Parks & Rec -No Meeting -Hired Ryan Bane as bus driver

MAYOR LOVELESS REPORT

I attended the Spring NYCOM Annual Meeting and Training School. Highlights included:

- I served as a judge for the 3rd annual 8th grade essay contest – “If I Were Mayor....” At the conference banquet I had the privilege of announcing and introducing the winner, Sofia Loyer from New Paltz. The focus of her essay was drug prevention and treatment coupled with community art!
- Finance Policy Committee – besides talking about the approved state budget the group discussed legislation that is still pending, primarily the restoration of the Extreme Winter Recovery funding and an increase in CHIPS. We also discussed the possibility of adding service charges on tax exempt properties. While this seems like a good option for a village with a lot of tax-exempt property, it has the chance of backfiring. Everything is complicated.
- “We Lost...Now What? How to Make My Next CFAA Grant More Fundable!”
- “Ethics: Why It Matters”
- “Why Housing Matters for Economic Development...”
- “State Funding for Local Governments”
- Brent Ridge and Josh Kilmer-Purcell, the Fabulous Beekman Boys, were the keynote speakers. They shared their fascinating story of developing and growing a successful international business in Sharon Springs with the help of the community.

Leslie Pasco and Melissa Cassulus have agreed to chair the Fourth of July festivities. Julie will continue to serve as board liaison. I am very grateful to all of them for their work on this important village event.

Sara Zogby, a teacher at HCS, and her son Westyn asked that May 14 be declared Apraxia Awareness Day. Westyn has Apraxia, a severe speech disorder. Since the request came on the 20th, almost a week later than the date requested, I told her I would mention it at our public meeting and asked that she make the request earlier next year.

Madison Lane has a program titled “Getting to Know...” and I met with a group to talk about the Village.

There have been several meetings focused on our application for a Downtown Revitalization Initiative Grant. An important aspect of the grant is community involvement and an open house was held last week. Participants were encouraged to rate potential projects and suggest others. A report will be forthcoming.

I participated in a very cold Arbor Day celebration. Three trees, donated by Rotary, were planted at the entrance to the trail on Milford Street.

Climate Smart meetings continue along with work on the project. We will share a summer Upstate intern with the Town of Hamilton. I attended the Spring student presentations of their

projects. I have a copy of the comprehensive work of those who met with us and evaluated Hamilton's progress. We have work to do but continue to get closer to certification.

The next edition of the Colgate alumni magazine will feature an article reviewing the history of town/gown relationship. Yesterday they took a picture of Brian Casey, Eve Ann Schwartz and me to include.

OLD BUSINESS

1. **Paving Contract:** Tabled.

2. **Town Hall Project Parking:** A **motion** was made by Trustee Dudrick to approve the use of the property in front of the old basket on Milford Street for construction vehicles for the new Town of Hamilton building. The **motion** was seconded by Trustee Nevison and unanimously carried.

3. **College St. Pedestrian Bridge Bids:** The bid came in at \$96,000.00, which is \$26,000.00 over budget. Jason Fleming contacted one of the bridge companies who did not want to get involved with the installation aspect of the project. The Board wants to move ahead with this project regardless of the shortfall of funds.

4. **Sidewalk Refund Policy:** Will remain the same.

Executive Session: A **motion** was made by Trustee to enter executive session at 8:14pm to discuss sale of real property, personnel involving a particular employee, and attorney client privilege, seconded by Trustee and unanimously carried. A **motion** was made by Trustee Lura to exit executive session at 8:47pm, seconded by Trustee Servedio and unanimously carried. No action was taken in executive session

**RESOLUTION NO. 70-2019
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF HAMILTON**

**RESOLUTION APPROVING A CONTRACT TO SELL
AIRPARK PROPERTY TO PIEMAN WINGS WAY LLC**

WHEREAS, the Village has received a purchase offer for the sale of approximately 14 acres of Village Airpark property on the east side of Wings Way to Pieman Wings Way, LLC, and

WHEREAS, the offered purchase price is \$15,000 per acre as indicated by a survey to be provided by the Village as a condition of the contract, subject to the Buyer's due diligence and other contingencies as stated in the purchase offer, and

WHEREAS, the attorney for the Village has reviewed the purchase offer and approved the terms and content thereof for acceptance and execution by the Village.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of Trustees of the Village of Hamilton accepts and approves the purchase offer of Pieman Wings Way, LLC for the purchase from the Village of Hamilton of a portion of the Village Airpark property consisting of 14+/- acres on the east side of Wings Way for the sum of \$15,000 per surveyed acre, and it is hereby further

RESOLVED that said purchase offer is accepted and approved subject to the conditions stated therein, and the Mayor of the Village of Hamilton is hereby authorized and directed to execute said purchase offer, and to execute and deliver the deed of conveyance and other documents as may be necessary to record the deed and close this sale on behalf of the Village of Hamilton.

Motion: Trustee Lura

Second: Trustee Servedio

Voting: 5 aye, 0 nay

**RESOLUTION NO. 71-2019
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF HAMILTON**

**RESOLUTION MODIFYING SALARY AND WAGE RATES OF VILLAGE
ADMINISTRATIVE OFFICERS AND EMPLOYEES 70-2019**

WHEREAS, the Village office administrative staff performs varied and valuable functions in support of the Village utility departments as well as general Village services, and

WHEREAS, the Mayor and Village Administrator have been reviewing the salaries paid to the office administrative staff relative to other Village employees and similar positions in other comparable communities and have recommended certain adjustments to compensation to better reflect the value of the services rendered daily by these Village employees.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Hamilton that the hereafter listed salary and wage rates of the hereafter listed office administrative employees / positions shall be in effect as of June 1, 2019:

Mary Ann Henderson / Village Treasurer - \$73,776 per year (includes \$5,000 per year for budget officer)

Nancy Mitchell / Administrative Assistant - \$58,592 per year

Kimberly Taranto / Village Clerk - \$57,177 per year (includes \$4493 as Registrar of Vital Statistics)

Stacey Elderkin / Deputy Clerk-Treasurer - \$21.13 per hour (includes \$1.06 per hour for Deputy Registrar)

Deputy Clerk Treasurer - \$16.00 per hour

Part Time Clerk - \$16.00 per hour

Motion: Trustee Servedio

Second: Trustee Lura

Voting: 5 aye, 0 nay

**RESOLUTION NO. 72-2019
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF HAMILTON**

**RESOLUTION RESCINDING RESOLUTIO NO. 144 - 2018
MODIFICATION OF TERMS OF APPOINTMENT OF VILLAGE ADMINISTRATOR**

WHEREAS, by pursuant to Resolution no. 144-2018, adopted October 16, 2018, this Board of Trustees granted the request of James T. Stokes, serving as the Village Administrator of the Village of Hamilton, to temporarily reduce his salary rate from \$85,000 to \$63,750 to reflect a temporary reduction in his hours in the Village office.

NOW THEREFORE BE IT RESOLVED by the Village of Hamilton Board of Trustees that Resolution no. 144-2018, adopted October 16, 2018, is hereby rescinded effective June 1, 2019, and that as of June 1, 2019 the salary of the Village Administrator, James T. Stokes, shall be restored to an annual rate of \$85,000 per year, plus an increase of 2.5%.

Motion: Trustee Servedio

Second: Trustee Dudrick

Voting: 5 aye, 0 nay

Adjournment

There being no further business to come before the Board, Trustee Nevison made a **motion** to adjourn. The **motion** was seconded by Trustee Servedio and carried. The meeting adjourned at 8:50 p.m.

Respectfully submitted,
Kim Taranto

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