

**Village of Hamilton
Board of Trustees
Regular Meeting of July 16, 2019
6:00 pm, Courthouse**

***DRAFT MINUTES
(to be approved at the meeting of August 20, 2019)***

Present: Mayor RuthAnn Speer Loveless; Trustees: Russ Lura, Julie Dudrick and Jennifer Servedio; Administrator/Attorney Jim Stokes; Administrative Assistant Nancy Mitchell; Village Treasurer Mary Ann Henderson

Absent: Trustee Sean Nevison

Public Present: Sean Graham

Mayor Loveless called the meeting to order at 6:00 p.m.

Public Comment:

Approval of Minutes of the June 18, 2019, Regular Monthly Meeting: A **motion** was made by Trustee Lura to approve the minutes of the June 18, 2019 meeting as presented. The **motion** was seconded by Trustee Servedio and unanimously carried.

Approval of Minutes of the June 7, 2019, Special Meeting: A **motion** was made by Trustee Lura to approve the minutes of the June 7, 2019 meeting as presented. The **motion** was seconded by Trustee Dudrick and unanimously carried.

NEW BUSINESS

- 1. Reorganizational Resolutions:** Administrative and Treasurer's Reports
- 2. David Hopper-Library Trustee:** See Mayor's Report
- 3. Madison County Election Resolution:**

Resolution No. 99-2019

**RESOLUTION APPROVING A LEASE AGREEMENT WITH THE COUNTY OF MADISON
FOR THE USE OF THE HAMILTON PUBLIC LIBRARY FOR ELECTIONS**

WHEREAS, the Madison County Board of Elections oversees all elections held in the Village of Hamilton and the Village of Hamilton has historically made available for such elections space in the Hamilton Public Library; now

THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the lease agreement with the County of Madison for use of space in the Hamilton Public Library for the holding of elections within the Village of Hamilton during the period of May 1, 2019 to April 3, 2020, and hereby authorizes the Mayor to execute said lease agreement with Madison County.

Motion by: Trustee Servedio
Second by: Trustee
Carried: 4 aye, 0 nay

4. DPW Access Control:

**Resolution No. 100-2019
DPW Building Security
Campus Communications agreement**

WHEREAS the Village of Hamilton deems it prudent to improve the security in its Public Works Buildings, and

WHEREAS Campus Communication System has provided a quote for purchase and installation of an Access Control System for 8 doors of two thousand five hundred dollars and no cents (\$2,500.00), and

WHEREAS the Village Administrator and the Village Police have evaluated the system and recommends its purchase and installation to the Village of Hamilton Board of Trustees, now

THEREFORE, BE IT RESOLVED that the Village of Hamilton Board of Trustees approves the agreement with Campus Communication Systems for \$2,500.00 and authorizes the Mayor to execute the agreement.

Motion: Trustee Servedio
Second: Trustee Dudrick
Carried: 4 aye 0 nay

5. September Meeting Change: A **motion** was made by Trustee Lura to change the monthly meeting in September from the 17th to the 24th. The **motion** was seconded by Trustee Servedio and unanimously carried.

ADMINISTRATIVE REPORT

Airport/Airpark:

Terminal Hangar and Terminal Building – Architects site visit complete; we will be meeting with them to determine various scope of work items noted.

Property Sale – Approval with the FAA – the grant process has caused delays. Earlville Land Surveying has begun survey work –(resolution)

Snow removal and Pavement management Grants have been submitted with supporting documentation

Student Intern gave an update to the Airport Commission on his progress.

Papi Angles and Flight Path – the Commission has made some recommendations for addressing this issue. This is important as it affects the Jet Traffic using the airport. MJ is preparing a recommendation to the FAA for this. There will be a cost to lower the Papi angles. More to come.

Cessna Fly in – from all accounts the event was successful and the pilots that were asked enjoyed the airport and the amenities in the Village and surrounding areas.

DPW

Coordination of Projects

Pavement

Public Parking Lots – Completed, handicapped spaces and other markings to be completed

Court House – Completed, handicapped spaces and other markings to be completed

EV Charging – New power poles have been set, Webinar Thursday morning 7/18 for information on the software operation etc.

Sidewalks

Foot Bridge/College Street – Fence along south side has been removed. Bridge is under contract – we are waiting for shop drawings of the bridge

Village Office

DPW porch foundation repair continuing. Work on new entrances will begin next week.

Kitchen cabinets have arrived and will be delivered upon completion of painting and wall repairs. Carpet for new conference room to be ordered.

Utilities

Electric

Work Orders – spending time as schedules allow.

NYMPA – Due to volatility in the market for Congestion credits, NYMPA has decided to continue with the program as it has for the last years. Hamilton charges have gone down.

Gas

Extension of Gas main has begun on Hamilton Street. Force Sewer Main was located both Natural Gas and Sewer personnel worked together to find this

Outstanding Audit findings

 OQ manual

 Public Awareness Policy

 Drug and Alcohol Policy

 DIMP - Policy

Sewer

Meeting with MRB today regarding the Electrical Contractor and the outstanding change orders and RFP – verbal update.

GC is preparing a modified schedule to completion.

Climate Smart:

 LED streetlight have been installed

 Intern is working on a Web site for the Town and the Village

 EV charging will increase points submitted.

Village Hall meeting

 PowerPoint being developed for presentation

Earlville land Surveying – Airpark Property Sale

Resolution No. 101-2019

RESOLUTION TO RETAIN PROFESSIONAL LAND SURVEYING SERVICES OF EARLVILLE LAND SURVEYING

WHEREAS, the Village of Hamilton is in need of professional land surveying services to assist with the preparation of the sale of airpark property east of Wings Way to Pieman Wings Way, LLC; and

WHEREAS, the Village has received a proposal from Earlville Land Surveying; and

WHEREAS, the Village Administrator has recommended that the proposal from Earlville Land Surveying be accepted, now

THEREFORE BE IT RESOLVED, that the Village of Hamilton Board of Trustees approves the contract proposal from Earlville Land Surveying dated June 24, 2019, to render professional land surveying services to the Village of Hamilton to provide a boundary survey and legal description,

including location of all public utilities and improvements as installed for a lump sum price of three thousand three hundred dollars and no cents, (\$3,300.00), and

BE IT FURTHER RESOLVED, that the Mayor be, and hereby is authorized to execute said contract with Earlville Land Surveying on behalf of the Village of Hamilton.

Motion by: Trustee Servedio

Second by: Trustee Dudrick

Voting: 4 aye, 0 nay

**RESOLUTION NO. #102-2019
OF VILLAGE OF HAMILTON**

**CALLING FOR A PUBLIC HEARING REGARDING THE SUBMISSION OF A COMMUNITY
DEVELOPMENT BLOCK GRANT APPLICATION**

WHEREAS, the Village of Hamilton wishes to assess the advisability of submitting a Community Development Block Grant (“CDBG”) application to the New York State Office of Community Renewal for Community Planning for their plans to create a multi-modal transportation design for the Village;

WHEREAS, the Village is required to hold a public hearing to provide information to the public and to consider citizen comments regarding the Village’s community development needs and the CDBG application prior to submitting an application for CDBG funding;

NOW, THEREFORE BE IT RESOLVED, that a public hearing be held regarding the Village’s community development needs and the proposed application in the Village Office on July 25th at 1 p.m., or as soon as possible thereafter; and

BE IT FURTHER RESOLVED, that the village duly publish a notice of said hearing in the official newspapers of the Village at least seven (7) days prior to the scheduled hearing date.

Motion by: Trustee Dudrick

Second by: Trustee Lura

Voting: 4 aye, 0 nay

Vacant Office Position: The Board discussed making the vacant part-time position a full-time position. All agreed that full-time is needed and would attract a better candidate for the position.

TREASURER HENDERSON’S REPORT

**VILLAGE OF HAMILTON BOARD OF TRUSTEES
“REGULAR MONTHLY MEETING”.**

Resolution #103-2019

At the regular meeting of the Board of Trustees of the Village of Hamilton, New York, held on July 16, 2019, the following resolution was adopted:

WHEREAS, the Board of Trustees of the Village of Hamilton has determined that the regularly scheduled monthly meetings of the Board of Trustees continue to be held on the third Tuesday of each month at the Village Court House, 60 Montgomery Street Hamilton, NY ; and

WHEREAS, the Village of Hamilton Board of Trustees meetings shall continue to start at 6:00 PM; now

THEREFORE BE IT RESOLVED, that the Board of Trustees, of the Village of Hamilton, authorizes the Village Clerk to publish notice that all regularly scheduled Village Board of Trustee meetings shall be held on the third Tuesday of each month start at 6:00 PM local time at the Village Court House, 60 Montgomery Street Hamilton, NY.

Motion: Trustee Servedio

Second: Trustee Lura

Voting: 4 aye, 0 nay

**Official Newspaper
Resolution #104-2019**

WHEREAS, at the July 16, 2019, at the Organizational Meeting the Village Board designated the **Oneida Daily Dispatch** as official newspaper of the Village of Hamilton; and

NOW, THEREFORE BE IT RESOLVED: that the Village Board hereby designates the Oneida Daily Dispatch as the official newspaper of the Village.

Motion: Trustee Lura

Second: Trustee Servedio

Voting: 4 aye, 0 nay

**ATTENDANCE AT SCHOOLS AND CONFERENCES
RESOLUTION NO. 105-2019**

WHEREAS there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School, d) Lineman Conferences, e) Codes Enforcement Officer, f) Registrar, Law Enforcement, etc.; and

WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED: Section 1. That the following officers and employees are authorized to attend the schools and conferences: Village Administrator, Administrative Assistant, Village Clerk, Village Treasurer, Deputy Clerk, Deputy Treasure/Clerk, Police Chief, Police Officers, DPW Crew Chief, DPW employees, Line Crew Chief, Municipal Utility employees, the Mayor, the Board of Trustees, Municipal Utility Commissioners, Codes Enforcement Officer, Planning Board members,

Zoning Board members and Fire Department.

Section 2. That this resolution is effective immediately.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

VILLAGE ATTORNEY ANNUAL APPOINTMENT

AND CONTRACT APPROVAL

RESOLUTION NO. 106-2019

WHEREAS, the Village of Hamilton and its various boards, commissions and officers are in need of legal representation on a regular basis, and

WHEREAS, James T. Stokes, of Stokes Law Firm PLLC, has served as attorney for the Village of Hamilton since 2003.

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Hamilton hereby appoints James T. Stokes, of Stokes Law Firm PLLC, as the attorney for the Village of Hamilton for the period of June 1, 2019 to May 31, 2020, and it is hereby further

RESOLVED, that the Board of Trustees hereby approves the legal services agreement with Stokes Law Firm PLLC for the period of June 1, 2019 to May 31, 2020, with retainer services to be provided to the Village and all of its officers, boards and commissions, including the Municipal Utilities Commission, at the rate of \$4,394.00 per month, with other and all services to be provided upon the terms and conditions as set forth in said agreement, and it is hereby further

RESOLVED, that the Mayor be, and hereby is authorized to execute said agreement on behalf of the Village.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

AUTHORIZING PAYMENT FOR PUBLIC UTILITY SERVICES, NEW YORK STATE & FEDERAL GOVERNMENT PAYMENTS, DEBT SERVICE PAYMENTS, POSTAGE, FREIGHT, APPROVED CONFERENCE REGISTRATION FEES, GROUP HEALTH INSURANCE AND AVIATION FUEL

RESOLUTION NO. 107-2019

WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, New York State & Federal Government payments, debt service

payments, postage, freight, approved conference registration fees, express charges group health insurance and Aviation fuel; and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED that the board of trustees authorizes payment in advance of audit of claims for public utility services, New York State & Federal Government payments, debt service payments, postage, freight, approved conference registration fees, group health insurance, and Aviation fuel. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

Establish Bank Depository

RESOLUTION NO. 108- 2019

WHEREAS, the Board of Trustees has determined that Village Law 4-412(3)(2) requires, the designation of banks or trust companies for the deposit of all Village monies.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees hereby designates NBT Bank, NA, Community Bank, NA and New York Cooperative Liquid Assets Securities System as official depositories of all monies received by the Village, with a maximum amount of \$10,000,000.00 per depository in accordance with the Village Investment Policy, and the Treasurer of the Village is hereby directed to deposit and keep all such Village funds on deposit with said depositories and, that the Treasurer is authorized to invest, for the 2019-2020 fiscal year, such funds as appear to be available in securities or accounts legal for investment by municipalities and as permitted by the Village of Hamilton Investment Policy.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

REIMBURSEMENT OF TRAVEL EXPENSE

RESOLUTION NO 109-2019

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage, as established by the Internal Revenue Service, as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees will approve reimbursement to such officers and employees at the rate established by the Internal Revenue Service.

That this resolution is effective immediately.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

**RESOLUTION NO. 110-2019
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HAMILTON**

**A RESOLUTION ACKNOWLEDGING REVIEW OF PROCUREMENT POLICY AND OTHER
PREVIOUSLY ADOPTED POLICIES OF THE VILLAGE OF HAMILTON**

WHEREAS, the Village of Hamilton Board of Trustees has previously adopted a procurement policy for all goods and services which are not required by law to be publicly bid; and

WHEREAS, the Board of Trustees has also adopted various other policies with respect to various aspects of the governance of Village business and affairs; and

WHEREAS, the Board of Trustees has reviewed these policies and desires to acknowledge said review.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the following policies previously adopted by the Village of Hamilton Board of Trustees have been reviewed by the Board of Trustees and shall continue to function and serve as the expression of Village policy with respect to the various subject matters referred to therein until such time as the policies are amended or rescinded by further resolution of this Board of Trustees:

- Procurement Policy
- Workplace Violence Policy
- Capitalization Policy
- Credit Card Policy
- Cyber Security Citizens' Notification Policy
- Fund Balance Policy

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

**GENERAL, AIRPORT, ELECTRIC, WATER, SEWER, & NATURAL GAS
& CAPITAL PROJECT (WASTEWATER IMPROVEMENT PROJECT)
FUND BUDGET MODIFICATION**

Outstanding Purchase Orders from 2018-2019 Fiscal Year into the 2019-2020 Fiscal Year

FINANCE RESOLUTION NO. 111-2019

WHEREAS, outstanding purchase orders for the 2018-2019 fiscal year were created and "rolled" into the new 2019-2020 fiscal year for the purpose to encumber funds from one year into the next; and

WHEREAS, the 2018-2019 fiscal year has been completed and the net effect of the total revenues minus expenditures, for each fund, were accounted for in their respective 2018-2019 fund balances; and

WHEREAS, the 2019-2020 budget does not reflect the 2018-2019 funds from the rolled purchase orders and budget adjustments are required in order to reflect the 2018-2019 encumbrances,

NOW THEREFORE BE IT RESOLVED, that following line items be increased to reflect the 2018-2019 encumbrances and fund balance of the appropriate fund balances be decreased

<u>2018-2019 Purchase Orders rolled to 2019-2020 FY</u>					
01-5-1320.440	5,200.00	04-5-8310.400	11,755.00	06-5-1320.440	8,498.00
01-5-5410.410	173,622.00	04-5-8342.400	7,100.00	Sewer Fund	8,498.00
01-5-5410.440	9,500.00	Electric Fund	18,855.00		
01-5-5410.460	600.00			10-5-0870.200	4,373.00
01-5-7510.470	4,500.00	05-5-1320.440	5,200.00	10-5-0923.442	7,246.34
01-5-8560.470	2,800.00	05-5-8310.440	1,645.00	Natural Gas Fund	11,619.34
01-5-8810.200	1,847.32	05-5-8320.200	1,319.89		
01-5-8810.470	4,200.00	05-5-8320.440	2,104.00	34-5-8130.200	0.00
General Fund	202,269.32	Water Fund	10,268.89	34-5-8130.200	115,429.10
	Total	366,939.65		WWTP Imprvmt Prjt	115,429.10

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

**GENERAL FUND
Surplus Equipment 112-2019**

WHEREAS, the below list if Village owned computers (Desktops and Laptops) with aging operation systems, will not receive support or security updates from Microsoft as of January 2020; and

Computers		
Description	Labeled	Serial #
Desktop	CHIEF-D7	MXL6212BQL
Desktop	POLICE1-D7	MXL6212BQK
Desktop	POLICE2-D7	MXL6212BR8
Desktop	MAYOR-D7	2UA2101WSZ
Laptop	MARYANNH-L7	2CE352023P

Desktop	PD2-D7	MXL2071MW2
Laptop	RICK-L7 (Police Chief)	5CB20735HV
Laptop	KIMT-L7 (Kim's)	2CE352024F
Desktop	KIMT-D7 (Jim)	MXL2071MWZ

WHEREAS, these items are no longer of use to their respective departments and could be potentially dangerous on the Village network;

NOW THEREFORE BE IT RESOLVED, that Village of Hamilton Board of Trustees hereby declares the above listed Equipment, as surplus equipment, with no commercial value, and hereby authorizes same to be discarded.

Motion: Trustee Servedio

Seconded: Trustee Lura

Carried: 4 aye, 0 nay

**GENERAL FUND BUDGET MODIFICATION
CELEBRATIONS - Concerts in the Park (01-5-7550.470)
FINANCE RESOLUTION NO. 113-2019**

WHEREAS, the 2019 Concerts in the Park perform throughout the summer months; and

WHEREAS, the sound technicians are required at 4 upcoming performances; and

WHEREAS, an invoice of \$250.00 will be submitted at the time of service for each performance, which do not coincide with the Village of Hamilton's Board of Trustees meetings for approval of the sound technicians' invoices, and

WHEREAS, it will expedite the process for the Concerts in the Park to have the 4 upcoming sound technician's invoices approve for payment prior to their services being rendered,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approve the 4-sound technician's payment in advance, that are required for 4 upcoming performances at \$250.00 each.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

**WATER FUND BUDGET MODIFICATION
TRANSMISSION & DISTRIBUTION – CONTRACT, OPERATION & MAINTENANCE (05-5-8340.460)
FINANCE RESOLUTION NO. 114-2019**

WHEREAS, the Water Fund 2019-2020 budget, had unforeseen expenses in the Replacement of a Fire Hydrant on Lally Lane, with additional excavation required for \$26,000; and

WHEREAS, the appropriation (05-65-8340.460) for the replacement of the Fire Hydrant on Lally Lane was budgeted for in the 2019-2020 fiscal year, the unanticipated additional excavation expense of \$26,000.00 was not; and

WHEREAS, the Water Fund' surplus has a sufficient balance to cover the unexpected expense;

NOW THEREFORE BE IT RESOLVED that the Water Fund's surplus be decreased, and the Transmission & Distribution – Contract, Operation & Maintenance line item appropriation (05-58/340.460) be increased by \$26,000.00.

Motion: Trustee Lura

Seconded: Trustee Dudrick

Carried: 4 aye, 0 nay

2019-2020 Concert in the Parks Donation: A **motion** was made by Trustee Lura to accept \$50.00 in donations. The **motion** was seconded by Trustee Dudrick and unanimously carried.

June-July 2019 Symphony Donations: A **motion** was made by Trustee Lura to accept \$1,495.00 in donations. The **motion** was seconded by Trustee Dudrick and unanimously carried.

June-July 2019 July 4th Donations: A **motion** was made by Trustee Lura to accept \$3,360.00 in donations. The **motion** was seconded by Trustee Dudrick and unanimously carried.

Sidewalk Applicants: A **motion** was made by Trustee Lura to approve David Beattie and Brenton Sullivan sidewalk refund request subject to confirmation by Village Administration. The **motion** was seconded by Trustee Dudrick and unanimously carried.

Justice Reports: Reviewed and accepted.

Abstracts & Transfers

Resolution NO. 115-2019

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)	
1c	18,747.84
06/21/19	
1d	26,698.75
06/28/19	
2a	18,637.10
07/05/19	
2b	23,370.66
07/12/19	
2c	18,473.49
07/19/19	

Paid Expenses	16,203.48
2A	350,280.17
Monthly Vouchers	

Airport (3)

1c	938.57	06/21/19
1d	1,058.95	
06/28/19		
2a	721.79	07/05/19
2b	593.84	07/12/19
2c	644.49	07/19/19

Paid Expenses	0.00
2A	22,526.53
Monthly Vouchers	

Electric (4)

1c	7,313.12
06/21/19	
1d	7,356.11
06/28/19	
2a	7,062.21
07/05/19	
2b	7,757.39
07/12/19	
2c	7,918.39
07/19/19	

Paid Expenses	88,474.56
2A	126,493.26
Monthly Vouchers	

Water (5)

1c	2,453.73
06/21/19	
1d	2,113.29
06/28/19	
2a	3,037.83
07/05/19	
2b	2,303.59
07/12/19	
2c	2,104.76
07/19/19	

	Paid Expenses	6,731.25
	2A	17,058.76
	Monthly Vouchers	
Sewer (6)		
	1c	3,705.35
	06/21/19	
	1d	3,996.66
	06/28/19	
	2a	3,553.60
	07/05/19	
	2b	4,167.60
	07/12/19	
	2c	4,339.32
	07/19/19	
	Paid Expenses	15,631.24
	2A	45,390.35
	Monthly Vouchers	
Recreation (8)		
	2c	7,879.24
	07/19/19	
	Paid Expenses	0.00
	2A	73.30
	Monthly Vouchers	
Natural Gas (10)		
	1c	5,390.40
	06/21/19	
	1d	4,094.31
	06/28/19	
	2a	6,291.37
	07/05/19	
	2b	5,439.45
	07/12/19	
	2c	6,375.95
	07/19/19	
	Paid Expenses	61,297.14
	2A	28,192.38
	Monthly Vouchers	
Trust & Agency (11)		
	Paid Expenses	0.00
	2A	1,550.17
	Monthly Voucher	

Trust (12) 4 th of July		
	Paid Expenses	5,550.00
	2A	4,323.52
	Monthly Vouchers	

Capital Projects

WWTP Upgrade (34)		
	Paid Expenses	0.00
	2A	161,608.44
	Monthly Vouchers	

Motion: Trustee Servedio
Seconded: Trustee Dudrick
Carried: 4 aye, 0 nay

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.

June 2019 Transfers

None at this time

TRUSTEE LURA’S REPORT

MUC

1. The sewer plant is running well, but there is a further delay in the final completion—slated now for November.
2. The gas department has been installing lines along Hamilton Street.
3. Todd Thompson met with the MUC to discuss his proposed development on Eaton Street. He may be seeking permission to use a septic system rather than connecting to the sewer.

POLICE

1. Chief Stassi reports a quiet month and that all is going well.

PCD

1. The annual meeting was held in June.
2. Colgate has agreed to increase their contribution from \$50,000 to \$70,000, the increase matching the increase from the Village and Town.

CEMETERY

1. Quiet

TRUSTEE DUDRICK’S REPORT

July 4th: A very successful July 4th celebration, thanks in large part to Melissa Cassulis and Leslie Pasco. We have encouraged them to consider taking this on-again next year and they are considering it. Overall, things went well. Fewer vendors in the market this year, perhaps due to price. Also, a comment that

there's not enough for kids to do in the park led to a discussion of bringing back kid's activities. An issue with electricity at the pavilion means we need to include Bart in early meetings next year. Finally, a rumor about volunteer fire departments needing to pay to participate may have caused at least one company not to participate. Leslie and Melissa have excellent notes about the event to pass along in the event they decide not to organize it next year.

Tree Commission: The June meeting was the walking tree talk to consider criteria for the Colgate Tree planting as was discussed in my report last month. The meeting for this month won't occur and instead committee will attend Wednesday's Village hall.

Marguerite Howlett is being recommended to replace Elizabeth Douglas. A **motion** was made by Trustee Dudrick to appoint Marguerite Howlett to the Tree Commission for a 3-year term. The **motion** was seconded by Trustee Lura and unanimously carried.

Pedestrian Safety Committee: No meeting this month.

Village Planning Board: I was unable to attend the June meeting at which a building project at the hospital was discussed.

TRUSTEE SERVEDIO'S REPORT

Hamilton Fire Department

- Call volume for May 2019 from www.hamiltonfd.org
 - o Fire – 7
 - o EMS – 15
 - o College Alarm – 19

Airport/Airpark Commission – I missed the meeting because I was on vacation

DPW

- Lebanon Street damage was quickly cleaned up and repairs are being looked in to.
- Paving is complete at the Village Municipal Lot (behind Village Office), Courthouse, East Kendrick, and Wings Way Extension.
- Eight dead trees have been removed and stumps have been ground.
- College Street – the fence that lined the Colgate Athletic fields along College Street have been removed and other cleanup work has taken place in preparation for sidewalks.
- The DPW staff did an amazing job during the July 4th events and for Symphoria.

TRUSTEE NEVISON'S REPORT

HBA -Very brief meeting with low attendance due to 4th of July -Sidewalk sale July 13th, not much participation. -Evaluating Night of Lights spending on marketing and the effectiveness on helping HBA members -Colgate Inn had very successful Block Party -Thanks to Melissa and Leslie from HACC and Bookstore of the HBA for taking lead on 4th of July Festivities HPL -Looking to Landscape Side of Building -Searching for New assistant Director. 5 Candidates so far -Reevaluating "shorts" policy for employees and volunteers dress code -Check outs down, but not by much -Preparing events for Thursday nights on village green Village Courts -Nothing To Report -ZBA -No meeting Historic -Nothing To report Parks & Rec -Summer Rec is under way -Attendance is good with 201 participants -Dept of Health is going to make changes calling it a "camp" which will mean policy changes in 2020 -Grant money needs specific reporting on emotional growth of campers. Looking to get students to help with this information

MAYOR LOVELESS REPORT

For continuity, I would like trustees to maintain their current liaison roles for 2019-20 with one exception. Jen Servedio will work with the HPD and Russ Lura will take over the HFD.

The PCD/Village presented information for the Downtown Revitalization Initiative Grant. There were some good questions and discussion. It continues to be a longshot but important that we continue to pursue this opportunity.

The Fourth of July celebration was a huge success. There were many positive comments about the village, parade and activities. Many thanks to Melissa Cassulis and Leslie Pasco who led the organization efforts, the Colgate Inn for reinstating the block party and for providing the bounce houses free of charge, and others who spearheaded special events. As always, our village staff provided exemplary support in all aspects of the celebration and I am most grateful.

Camp Fiver celebrated its 20th anniversary last weekend with a series of events. Founded by Colgate alumnus, Tom Tucker, it is an incredible organization and provides programming for campers all year long. Their success rate for high school graduation and college acceptance is amazing. If you haven't visited the facility, I urge you to do so --- very impressive – and they welcome guests.

Please support the following for renewed committee assignments:

Planning Board – Morgan Larson, Chair-5-year term

MUC – Bob Holcomb-3-year term

Airport/Airpark Commission – Harvey Kliman-Chair, Mike Loranty-3-year term

Tree Commission --- Greg Owens-Chair, Antonio Barrera-3-year term

I also ask your support for the following new additions to the Library Board:

David Hopper – replacing Sarah Dunley term expires 7/22

Lauren Walsh – new position-5-year term

Jill Dinski – new position-5-year term

A motion was made by Mayor Loveless to accept the appoints, seconded by Trustee Dudrick and unanimously carried.

OLD BUSINESS

1. Paving Contract: See Administrative Report

2. College St. Pedestrian Bridge Bids: See Administrative Report

Executive Session: A motion was made by Trustee Servedio to enter executive session at 7:55pm for attorney client privilege and personnel. Sean Graham was asked to stay. The motion was seconded by Trustee Lura and unanimously carried. A motion was made by Trustee Dudrick to exit executive at 8:22pm. No action taken

Adjournment

There being no further business to come before the Board, Trustee Dudrick made a **motion** to adjourn. The **motion** was seconded by Trustee Servedio and carried. The meeting adjourned at 8:23p.m.

Respectfully submitted,
Kim Taranto

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