

**Village of Hamilton**

**Board of Trustees**

**June 12, 2007**

Deputy Mayor Suzanne Collins called the regular meeting of the Village of Hamilton Board of Trustees to order at 7:00 p.m. at the Community Hall.

**Present**

Mayor McVaugh, Trustee Margaret Miller, Trustee Suzanne Collins, Trustee Carl Albrecht, Trustee John Basher, Director of Utilities and Public Works Sean Graham, Village Clerk Ronda Winn, Chairman of the Planning Board Robert McVaugh, Pedestrian Safety Commission Chair Jennifer Brice and festival coordinator for the Partnership For Community Development Patricia Von Mechow.

**Approval of Agenda**

Motion was made to approve the agenda by Trustee John Basher, seconded by Trustee Carl Albrecht and carried with the addition to Old Business – veterinary property, bike rack and minute taker.

**Approval of Minutes**

Motion was made to approve the minutes from the regular meeting held on May 8, 2007 by Trustee John Basher, seconded by Trustee Carl Albrecht and carried with the following changes:

1. Page 3 – Trustee John Basher advised the sewer vacator truck has not been working well.
2. Page 5 – Barretts should be **barriers/traffic safety cones**.

Motion was made to approve the minutes from the Public Hearing held on May 8, 2007 by Trustee John Basher, seconded by Trustee Margaret Miller and carried.

**Public Comments**

**1. Partnership For Community Development Patricia Von Mechow** updated the Village Board members regarding the Music Mix Festival. The stage will be set up on Broad Street in front of the library on Friday July 13, 2007 with East Broad Street closed until 7:00 the following day. Patty stated she may ask MAD Art if they wish to participate in the Festival in the park south of the green.

Motion was made for Partnership For Community Development to use the south park if needed for extra vendors at the Music Mix Festival by Trustee Margaret Miller, seconded by Trustee John Basher and carried.

Patricia Von Mechow presented a proposed design for the Chocolate Wreck kiosk. The sign proposal will be taken to the Planning Board.

Patricia Von Mechow suggested Santa's arrival be December 1, 2007. The Village Board had no objections.

**2. Pedestrian Safety Commission member Jennifer Brice** presented a proposal to the Village Board for the sidewalk program. Village Clerk/Treasurer Ronda Winn stated there would be \$5,000.00 from prior year to be used for the current year program. There was discussion by the Village Board to make the reimbursement \$600.00 to homeowners that replaced/repared their sidewalks.

Motion was made by Trustee Margaret Miller to accept the Pedestrian Safety Commission proposal of 10 sidewalks identified to receive \$600.00 to repair their sidewalks or they will be sited and forced to repair on their own, \$1,000.00 to construct a new sidewalk, eight \$600.00 incentive opportunities and the remainder to the Village Department of Works to repair Village sidewalks, seconded by Trustee Suzanne Collins and carried.

**3. Chairman of the Planning Board Robert McVaugh** discussed the Fifty Five Trees development with the Village Board. Mr. McVaugh wanted clarification on the owner/user wording in the resolution in regard to the Village.

#### **Board News, Reports, Etc.**

##### **1. Trustee Suzanne Collins.**

- A. Trustee Suzanne Collins reported she spoke with Police Chief James Tilbe. He advised the Police Department has received three new laptops and scanners. The laptops will be installed when the printers arrive. When the laptops are installed training will be done. The scanners will allow the Police Officers to scan licenses and registrations to check validity. Trustee Suzanne Collins also advised the Police Department is looking for grants for parking ticket programs.
- B. Trustee Suzanne Collins stated Mayor Sue McVaugh provided her with two grant opportunities for the Village Court which she passed on to Judge Arnold Fisher. Judge Arnold Fisher stated the Court has been very busy.
- C. Trustee Suzanne Collins informed the Village Board about the lock box program. This program allows immediate access to locked buildings by the Fire Department. Hamilton Initiative has installed them at six locations and there is a verbal commitment by Madison Lane Apartments. Fire Chief Ross Hoham has e-mailed Director of Utilities and Public Works Sean Graham regarding use of the lock boxes in Village buildings such as the Library and the Village Office.
- D. Trustee Suzanne Collins advised she had e-mailed Director of Campus Safety Gary Bean but has not had a response.

##### **2. Trustee Margaret Miller.**

- A. Trustee Margaret Miller advised the Library Board meets tomorrow, June 13, 2007.

- B. Trustee Margaret Miller reported the Farmer's Market monitor that was hired worked two weeks but has decided she no longer wants to do it. The Department of Public Works will fill in with part time help.
- C. Trustee Margaret Miller stated regarding the Tree Committee that 32 more trees were planted on June 2, 2007.
- D. Trustee Margaret Miller reported the Recreation Program held registration on June 6, 2007 and June 7, 2007. There was a good turnout.
- E. Trustee Margaret Miller advised the Historical Commission continues to work on inventory. Jack Loop and Joan Prindle are working on genealogy.

**3. Trustee John Basher.**

- A. Trustee John Basher advised the Municipal Utilities Commission is having ongoing meetings with Attorney James Stokes to work on the Geo-Thermal Heat Pump law.
- B. Trustee John Basher reported the study on the Waste Water Treatment Plant has been completed by PLS Engineering.
- C. Trustee John Basher stated the Department of Public Works has been doing spot paving.

**4. Trustee Carl Albrecht.**

- A. Trustee Carl Albrecht reported Partnership For Community Development Director James Bays attended the May Airpark/Airport Commission meeting to discuss development of a marketing plan.
- B. Trustee Carl Albrecht advised Beebe Construction is interested in a site at the Airpark/Airport. Director of Utilities and Public Works Sean Graham is working with a representative from Beebe Construction.
- C. Trustee Carl Albrecht stated the Hillman Construction acquisition is working. Trustee Albrecht advised he will initiate another "HOWGOZIT" call to Mr. Hillman.
- D. Trustee Carl Albrecht referenced correspondence for Mrs. Tuong replying to her inquiry about her deposit. Trustee Albrecht recommended Mayor Sue McVaugh sign the letter stating we are working on this. Trustee Albrecht advised he would resend a copy of the letter.
- E. Trustee Carl Albrecht reported the Airpark/Airport Commission meeting in May was well-attended including pilots, Valley View Aviation and a commercial real estate representative from Prudential. Partnership For Community Development James Bays was an invited guest. A financial report was not available for this meeting. Trustee Albrecht advised one pilot was not happy with it. Tee Hangar lease is still in review by the Airport/Airpark Commission. Trustee Carl Albrecht stated it would be pilot friendly but we are going to get the leases in place.

Director of Utilities and Public Works Sean Graham met with the DEC at the airport regarding Lot #10 and Lot #6. These lots fall into a sensitive ecosystem area. Director Graham will need to file an application with the DEC.

- F. Trustee Carl Albrecht stated he will solicit inputs for the NYCOM 2007 Planning & Zoning Summer Schools. Trustee Albrecht advised it looks like an excellent program and he would like one representative from the Planning Board and one from the Zoning Board.
- G. Trustee Carl Albrecht advised the Master Plan strategy “doesn’t need rewrite but each member asked to review the Plan.”

**5. Mayor McVaugh.**

- A. Mayor Sue McVaugh reported that she and Director of Utilities and Public Works Sean Graham attended the County meeting May 31, 2007 on consolidation of services of municipalities.
- B. Mayor Sue McVaugh advised that she and Director of Utilities and Public Works Sean Graham met with the Department of Transportation on May 10, 2007 regarding the intersection and pedestrian safety.
- C. Mayor Sue McVaugh stated she attended a special meeting May 11, 2007 at the Upstate Institute on Economic Development.
- D. Mayor Sue McVaugh advised on May 16, 2007 and May 17, 2007 she and Trustee Margaret Miller attended the NYCOM Conference on Economic Development.
- E. Mayor Sue McVaugh reported she met with the Mayor from the Village of Morrisville on May 30, 2007 and discussed setting up meetings of the Mayors of Villages located in the southern portion of Madison County.
- F. Mayor Sue McVaugh stated she attended the Partnership For Community Development on June 6, 2007.
- G. Mayor Sue McVaugh advised there would be a meeting at the Village Office on June 26, 2007 at 4:00 p.m. to discuss the 5 Year Plan.
- H. Mayor Sue McVaugh discussed the Hamilton Business Alliance sidewalk sales.
- I. Mayor Sue McVaugh reported that she and Village Clerk Ronda Winn are looking for a grant for the fire truck.
- J. Mayor Sue McVaugh wanted to officially minute the Village of Hamilton Board of Trustees thanks to Trustee John Basher for serving 12 years on the Village of Hamilton Board of Trustees.

## **Reports**

### **1. Village Clerk Ronda Winn.**

- A. Village Clerk Ronda Winn reported Incode installed general ledger, payroll & accounts payable. Utility conversion starts this week. There will be parallel billing in July. Village Clerk Winn stated year-end looks good with a surplus predicted.
  
- B. Village Clerk Ronda Winn advised the Optimist Club requested permission to use the Gazebo July 3, 2007 and have the fee waived.

Motion was made by Trustee John Basher to waive the fee for the use of the Gazebo by the Optimist Club on July 3, 2007, seconded by Trustee Carl Albrecht and carried.

- C. Village Clerk Ronda Winn stated there was a resolution that needed to be passed to enter into a lease agreement with Alliance Leasing to purchase a Municipal Utilities Commission pickup truck.

Motion was made by Trustee Margaret Miller, seconded by Trustee John Basher and carried to enter into a lease agreement with Alliance Leasing to purchase a Municipal Utilities Commission pickup truck.

### **2. Director of Utilities and Public Works Sean Graham**

- A. Director of Utilities and Public Works Graham discussed a request from Roger Bauman of the Palace Theater LLC to install a storage building. at the Palace Theater location. Sean will work with Mr. Bauman on this process.
  
- B. Director Graham indicated he had received notification that the Village has over 100,000. in CHIPS funds that is available for use.
  
- C. Director Graham informed the board that Congressman McHugh has informed the Mayor that the Village has received a \$80,000 grant for LPV approach at the airport.

## **Approval of Claims**

Motion was made to approve claims for May 2007 by Trustee John Basher, seconded by Trustee Suzanne Collins and carried.

## **New Business**

- 1. **Movie In The Park July 2, 2007.** Motion was made by Trustee Margaret Miller, seconded by Trustee Suzanne Collins to approve the July 2, 2007 Movie In The Park located on Eaton Street.

**2. Partnership For Community Development – Festivals.** Partnership For Community Development Patricia Von Mechow gave an update on the Music Mix Festival.

**3. Fire rescue truck.** Tabled because Colgate University has not been able to give the Village of Hamilton an answer.

**4. Park fountains.** Director of Utilities and Public Works Sean Graham will be contacting Dudley Breed regarding the discoloration of the park fountains.

**5. Election Inspector appointment.** Motion was made by Trustee Margaret Miller, seconded by Trustee Suzanne Collins and carried to appoint Robert Betts as Election Inspector.

**6. Pedestrian Safety Committee recommendation.** Sidewalk repair/replacement was discussed under Public Comments by the Village Board and Pedestrian Safety Commission Chair Jennifer Brice. Motion was made.

#### **Old Business**

**1. Bike rack.** Tabled to the July meeting.

**2. Minute taker.** An ad has been placed to hire a person to do the Village of Hamilton Board minutes. Trustee Margaret Miller suggested that the person hired to do the Board minutes also be trained as a back up for Court Clerk Vivian Phoenix.

**3. Veterinary lot.** Progressing – has not been released. Will require more work.

#### **Adjournment**

There being no additional business to come before the Board of Trustees, motion was made by Trustee John Basher, seconded by Trustee Suzanne Collins and carried to adjourn the meeting at 9:40 p.m.

Respectfully submitted,

Ronda Winn  
Village Clerk/Treasurer