

**Village of Hamilton  
Board of Trustees**

**Regular Meeting of October 14, 2008**

**APPROVED MINUTES**

**PRESENT:** Mayor Sue McVaugh; Trustees Sue Collins, Jim Bona, Carl Albrecht, and Margaret Miller; Director of Utilities and Public Works Sean Graham; Clerk Treasurer Rhonda Winn

Mayor McVaugh called the meeting to order at 7:00 pm.

**APPROVAL of MINUTES**

**Regular Meeting of August 12, 2008** – Trustee Bona made a motion to approve the minutes as submitted. The motion was seconded by Trustee Collins and carried.

**Regular Meeting of September 9, 2008** – Trustee Albrecht made a motion to approve the minutes as submitted, with minor changes. The motion was seconded by Trustee Miller and carried.

**PUBLIC COMMENT**

**Bible Reading Marathon** – Sue and Bill Kablack addressed the Trustees regarding their plans to hold a Bible Reading Marathon on the Village Green in Hamilton, beginning on Sunday, May 3, 2009, which is the “National Day of Prayer.” Individuals would read the Bible in 15-minute segments, using a microphone inside a tent. The event would include no preaching or teaching. Set-up would begin on Saturday, May 2, after the Farmers Market ended. They prefer to be located near the fountain, and they prefer not to use the gazebo. Trustee Miller expressed concern about sound carrying during “sleeping hours to Colgate Inn guests and nearby residents. Clerk Treasurer Winn stated that the Village would require a certificate of insurance naming the Village as an additional insured. Mayor McVaugh stated that the tent installation would have to be approved by Director Graham. Trustee Miller agreed to notify the Village Police about this event.

**Craig Crouch – Lake Moraine Run – July 18, 2009**

Mr. Crouch informed the Trustees that this year the portajohns used at the Music Mix event were placed on the finish line of the Lake Moraine Run, and requested that this be avoided at the 2009 event.

**Craig Crouch – Cemetery Privacy**

Mr. Crouch informed the Trustees that he has a family plot adjacent to the Sacco development houses, and because of all the brush clearing, there is no longer any privacy when he visits the grave sites. He has discussed this issue with Mr. Sacco, but felt that Mr. Sacco was not particularly responsive to his concerns. Mr. Crouch believes that some bushes have been removed, and would like some kind of natural barrier or hedgerow to be planted to replace them. Trustee Albrecht agreed to talk with the Planning Board about this issue.

## **MAYOR'S REPORT**

The Madison County 2008 Health Forum was held at Colgate University.

The first issue of the off-campus newsletter was published.

The Syracuse Symphony will give a free open-air concert on the Village Green on July 9, 2009. Funding in the amount of \$15,000 has been tentatively secured. Paul Schupf has suggested Eaton Street as an alternative location for the concert, because it offers better parking, in his opinion.

The mayor attended the groundbreaking ceremony for S&S Appliances on October 9<sup>th</sup>. They hope to be open for business by January 1, 2009. The mayor noted that the Town of Madison was inadvertently left off of the invitation list.

The Upstate Institute Community Board met; they are continuing to work with student interns.

The mayor attended a shared services meeting on September 25<sup>th</sup>, hosted by the New York Department of State's Division of Local Grant Services. Attendees were given a packet explaining how to apply for grant money. Several types of grants are available. The mayor reported that Sandy MacKay, Deputy Mayor of Cobleskill, had received a grant to study the feasibility of abolishing the Village of Cobleskill within the Town of Cobleskill. The study revealed no cost advantages to doing so, and ultimately they decided to abolish both the town and the village and become a city. The mayor suggested that a discussion of this issue with Mr. MacKay would be valuable, and the trustees agreed.

Pedestrian Safety Committee – Thank you letters and reminder letters will be sent.

The mayor, Clerk Treasurer Winn, Randy Weaver, and Director Graham met with Ron Bono, Town of Madison Supervisor, regarding the possibility of sharing snow plowing costs and responsibilities this year. An agreement of \$2,500 for the year was reached, and Mr. Bono would like a formal contract to that effect. Trustee Bona made a motion to authorize the mayor to sign a contract with the Town of Madison, as described. The motion was seconded by Trustee Miller and carried.

The mayor met with the Safe Routes to School people, who will begin the design plans. She expressed gratitude to Lindsay Hoham for her work on this grant application.

The mayor encouraged a Village presence at the upcoming PSC hearings on the NYRI application, to be held on October 20<sup>th</sup> at Colgate University.

The mayor reported that the Village had received \$875,000 in funding from the NYS DOT for additional security at the airport, including perimeter fencing, security cameras, and DPW operations.

### **TRUSTEE MILLER's REPORT**

Gary Mlasgar has offered to help with training of the police officer who just graduated from the Academy.

The TRAX system is up and working.

The substation design team met with MacFarland-Johnson and the architects to fine-tune the RFP. Director Graham noted that \$499,000 remains in the sale of property fund, and that a portion of the grant monies from the first phase of the substation fencing can also be used. Total price is unknown at this time.

Trustee Miller made a motion to accept six new members of the Fountain Fire Company. The motion was seconded by Trustee Collins and carried. The new members are Kyle Deombeleg, Sam Freccia, Charles Hartwick, William Mauzy, Alec Miller, and Olivia Straub.

Judge Fisher has been awarded grant money to build a new platform at the court house.

The Tree Committee is working on a Fall planting. A resident would like to donate a maple tree for the south end of the Village Green.

Jack Loop would like permission to plant evergreen trees in the Village right of way across the street from his Pine Street property. Trustee Collins noted that there is no sidewalk now, but one may be wanted or needed in the future, and this should be considered in deciding where to plant trees. Director Graham noted that a right of way needs to be established prior to planting.

The Trails committee is still waiting for the DEC permit.

The Master Plan committee is meeting with DOT to discuss the five street intersection in the center of the Village, including Payne Street in front of the Colgate Inn.

Trustee Bona mentioned that he had received a complaint about HCS students driving unmuffled trucks. Trustee Miller will follow up. Trustee Collins noted that a Police Department meeting has been schedule for October 21<sup>st</sup> with the Trustees. Trustee Albrecht noted that the Police Department had received a letter regarding the crossing guards at HCS.

## **TRUSTEE BONA's REPORT**

**Library** – The library is working on the Butterfly Garden. Roger Bauman has shared his plans for 15 Broad Street, adjacent to the library. Parking would be shared with the Methodist Church and the barn in back would be removed. Hamilton Initiative has purchased 15 Broad Street, so the property will remain on the tax rolls.

**Historical Commission** – Trustee Bona talked with Joan Prindle, Chair of the Historical Commission, and Jack Loop, the Village Historian, about the Schumer mailings, and the consensus is that it is too costly to write the grant application.

**Farmers Market** – Trustee Bona will meet with the vendors at the end of the season.

**Recreation and Playgrounds** – Plans are progressing, and a fundraising committee is being formed. Trustee Miller mentioned that she had been approached about the possibility of a dog park on the west side of Eaton Street. She has requested that a letter be sent to the Trustees on this issue.

**Fountains** – The mayor advised that she is not happy with how the fountains have aged, and that maintenance is too labor intensive. Trustee Collins asked whether the Fountain Committee should be revived.

## **TRUSTEE COLLINS' REPORT**

Trustee Collins met with Randy Weaver last week to test a demo truck and an electric car, which could possibly be shared by MUC and DPW. IEEP would pay for the purchase cost. The Trustees were in favor of having MUC proceed with the purchase, which would replace a surplussed pickup truck. Trustee Collins made a motion to authorize the surplus of the following DPW equipment:

- 1973 Ford F800 plow sander
- 1998 Chevrolet 2500 4 x 4 with plow
- FMC 4000 sweeper
- 1990 8' airflow sander
- 1992 MT trackless 72" flail mower
- 60-gal. air compressor

The motion was seconded by Trustee Miller and carried.

**Snow Removal Equipment and Operations Building** – The preliminary design has been approved by the design team. The next step is for MacFarland-Johnson to present it to the FAA at the November 6<sup>th</sup> meeting to discuss possible funding. The mayor, Trustee Albrecht, and Director Graham will attend the meeting.

**MUC** – A public information meeting on the issue of fluoridation of the Village water supply has been scheduled for November.

**Water** – Arkion Advanced Metering Infrastructure equipment will be set up at the Village Office for a two-month pilot program to meter both water and electric usage. IEEP will pay for the electrical portion of the program.

### **TRUSTEE ALBRECHT's REPORT**

**Economic Development** – Trustee Albrecht and the mayor attended the groundbreaking for S&S Appliances on Lot 10 of the Airpark. An informational meeting, hopefully sometime in November, is planned for area realtors.

**PCD** – A presentation on PCD programs and possible funding by Colgate University has been prepared, reviewed, and approved by the PCD Board and forwarded to David Hale. Jim Bays, Karl Claus, and Trustee Albrecht are scheduled to meet with Mr. Hale on October 22<sup>nd</sup>.

**HBA** – Reg Wilson of Hamilton Village Realty is preparing a request to the Village Board for permission to hold a tree lighting ceremony on the Village Green on Friday, December 5<sup>th</sup>. A summary of HBA activities through Christmas 2008 was sent to the Trustees by email.

**ZBA** – Nothing to report.

**Pedestrian Safety Committee** – The mayor met with the PSC this month, and had a good discussion on the Sidewalk Improvement Program and agreed on the responsibilities for various actions associated with the program. The problematic Maple/Eaton Street and Lebanon Street intersections were also discussed. A DOT safety engineer has been assigned. Trustee Albrecht will arrange a visit when students are here and PSC principals are available. A review/update of the 2007 and 2008 “top ten” sidewalks is underway to identify noncompliant homeowners. A 2009 list will also be developed.

**Planning Board** – The Planning Board met on September 25<sup>th</sup>, with no new business on the agenda. The meeting was finished in 38 minutes – a new record.

**Airport/Airpark Commission** – The APC met on September 16<sup>th</sup>. The new Tee hangar lease was approved, as modified, and will be forwarded to the Village attorney. The Commission discussed airport approach procedures and action pending with the FAA, which has received APC input and is reviewing the situation with respect to the windmills on Crow Hill. The Security Substation Design Team's progress was reported by the APC representative Art Steneri. Fuel Inventory Management Procedures, and possible improvements, were also discussed, including possible procurement of additional storage tanks.

### **CLERK TREASURER WINN's REPORT**

The Historical Commission contacted Ms. Winn about hiring Bruce Powery to work on the diorama. She ascertained that it is allowable to bring a retiree back on a part-time, temporary basis.

The PCD will help with the playground grant applications.

The audit is basically completed.

Bollan, Sheedy and Turotti will do a review of the electric fund.

Ms. Winn and Director Graham met with the MYMER representative. Workmen's Compensation expenses last year were in the amount of \$723.

### **DIRECTOR GRAHAM's REPORT**

Director Graham received the DEC permit for the culvert on Eaton Street. PLS Engineering has talked with several contractors who report that work is slow this year. The mayor agrees with sending this job out to bid now. At the MUC meeting, the commissioners decided to replace Joe Roberts. There were 72 applications; six candidates were interviewed, and three were chosen as finalists. First offer was made to Shawn Palmer, who declined. Second offer was made to Matt Nelson, who has not yet responded. Third choice is Mike Solloway. Trustee Miller made a motion to approve these choices. The motion was seconded by Trustee Albrecht and carried.

### **CLAIMS**

Trustee Miller reviewed the claims and made a motion to pay them. The motion was seconded by Trustee Bona and carried.

### **NEW BUSINESS**

#### **Relevy of Taxes**

Trustee Miller made a motion to relevy \$67,369 in taxes. The motion was seconded by Trustee Collins and carried.

#### **Sick Bank Proposal**

Sarah Keith broke her back and does not have sufficient sick leave to continue to be paid during her recovery. An easily administrated program to allow employees to donate accumulated sick leave hours to others who need them was discussed. The MUC has already approved this program for its employees. Trustee Miller made a motion to accept the proposal. The motion was seconded by Trustee Bona and carried.

#### **Provisional Chief Appointment**

"Office in Charge" is not an appropriate title. "Provisional Chief" would be more appropriate, according to Mary Crouse, Director of the Civil Service Commission. Discussion followed. Trustee Miller made a motion to make Gary Mlasgar "Provisional Chief" of the Hamilton Police Department. The motion was seconded by Trustee Bona and carried.

## **Lebanon Street**

Trustee Collins reported that an engineering design and approval study is necessary before the sidewalks can be installed/fixed. The rebuilding of sections 1, 2, and 3 of Lebanon Street is problematical, because of the possibility of having to dig up sidewalks later when other work is required for the sewer system. Discussion followed about what to do first, cost issues, integration issues, working with different contractors, timing, how to pay for the repairs. Director Graham agreed to develop some specific cost information and report at the November meeting.

## **Parking Officer**

Chris Manwarren has resigned as parking officer. The mayor discussed with Gary Mlasgar if there was a need to replace her. The trustees agreed to consider this issue for further discussion at the November meeting.

## **Farnsworth Letter**

Mr. Farnsworth would like to know why the cost was \$900 more than the original contracted price.

## **Crossing Guard Appointment**

Trustee Bona made a motion to appoint Mac Mikalunas as provisional crossing guard. The motion was seconded by Trustee Collins and carried.

## **EXECUTIVE SESSION**

Trustee Miller made a motion to go into executive session at 10:10 pm. The motion was seconded by Trustee Collins and carried.

Trustee Collins made a motion to exit executive session at 10:38 pm. The motion was seconded by Trustee Miller and carried.

## **ADJOURNMENT**

There being no further business to come before the Board of Trustees, Trustee Bona made a motion to adjourn. The motion was seconded by Trustee Miller and carried. The meeting was adjourned at 10:40 pm.

Respectfully submitted,

Chris Hoffman