

**Village of Hamilton
Board of Trustees**

Regular Meeting of February 10, 2009

APPROVED MINUTES

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

Public Present: Doug Campbell, Hamilton-Morrisville *Tribune*; Matthew Nelson; Larry Nelson; Maria Parenti, Hamilton-Morrisville *Tribune*; Ben Eberhardt, President, HBA

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

Approval of Agenda

Trustee Bona made a motion to approve the agenda. The motion was seconded by Trustee Miller and carried.

Approval of Minutes

Regular Meeting of January 13, 2009 – Trustee Collins made a motion to approve the minutes as submitted. The motion was seconded by Trustee Miller and carried.

Special Meeting of December 23, 2008 to move forward on plans for the SRE Building – Mayor McVaugh will complete these minutes for approval at the meeting of March 10, 2009.

New Business

HBA – President Ben Eberhardt reported that the HBA is working with Colgate University to create new events for the 2009 commencement. These events could include an art walk and sidewalk sales on Friday with local vendors and music, to coincide with graduates coming into town to pick up their gowns. Trustee Albrecht noted that he had discussed the idea at the PSC today, and the acting chief of police sees no need for extra patrols if such an event were planned. Campus Safety could contribute extra personnel if necessary. The mayor added that she was concerned about closing Lebanon Street during the day, as that may encourage further “partying in the street” beyond what already takes place at night. Mr. Eberhardt responded that they probably would not close Lebanon Street, as they were more inclined to create a “walk around” atmosphere. The mayor also suggested to Mr. Eberhardt that he bring Colgate’s new VP for Diversity to an HBA meeting, as the VP had mentioned an apparently difficulty in keeping diversity among Colgate faculty and staff. Mr. Eberhardt asked the trustees if they saw any

value in created an “events commits” with members from various Village organizations for better coordination, planning, organization, etc.

Farmers Market – Robin Maciag handed out updated promotional materials and information for the vendors for review. She reported that 2008 revenues from permit fees from the vendors totaled \$12,609, and 2008 expenses were \$2,000. Trustee Collins inquired whether there was any news regarding the debit/credit card/EBT machine. Ms. Maciag responded that she had talked with Becca Brier-Jablonski from Cornell Cooperative Extension, and they will manage the bank account, provide the machine operator, and pay the vendors. Vendor fees will remain the same in 2009. There was some discussion about the possibility of parking passes for the vendors. A discussion about day-of-market signs was postponed until after the Planning Board completes its review of the sign law. There was discussion about extending market hours on “special days” such as graduation, family weekend, reunion, etc. There was also discussion about permanent site markers for the vendors. Last year, there were 130 vendors, and there is a very long wait list now for space at the market. Ms. Maciag agreed to follow up on eco bags to be sold at the market.

Matthew Nelson – Mr. Nelson informed the trustees that he has enjoyed working for the Village and would like to continue to do so.

Pedestrian Safety Committee – Trustee Miller made a motion to approve Shaun Richards and Perma Marriott as new members. The motion was seconded by Trustee Bona and carried.

Polling Place Resolution – Trustee Albrecht made a motion to pass the following resolution:

Be it resolved that the Village Election will take place on Tuesday, June 16, 2009, from 12:00 Noon to 9:00 pm at the Hamilton Public Library, 13 Broad Street, Hamilton, NY. The motion was seconded by Trustee Collins and carried.

Reality Check Resolution Request – The Board of Trustees made a decision not to sign the resolution requested by Heather Bernet, Youth Action Coordinator of Reality Check.

Madison County Fair Exhibit – The Board of Trustees made a decision to refer the Madison County Historian’s call for illustrations on “What Makes Madison County Special” to John Hubbard.

Master Plan Public Hearings – The Planning Board has requested that the Trustees schedule two public hearings on the Master Plan. The dates of Monday, March 2, 2009, 5:00 pm, at the Village office, and Tuesday, March 10, 2009, 6:30 pm, at the courthouse, were chosen by the Trustees. Clerk Treasurer Winn will publicize the dates.

Mayor’s Report

The mayor met with the president of the Central New York Foundation. Their funding criteria are not a fit with the SRE Building needs.

The mayor met with Senator Valesky, along with Director Graham and Trustee Collins to ask the senator to support the Village's application for economic stimulus money, as the DOT grant of \$300,000 for the SRE Building has been frozen. The mayor will follow up with Senator Valesky by letter, and is also planning to meet with Senator McHugh.

The mayor met with Diana Bowers and learned that HCS now has a student resource officer shared with Morrisville-Eaton.

The mayor met with Charlotte Johnson. Dick Matte, acting chief, will be leaving, and Colgate is still trying to work out the relationship between Campus Safety and the Village Police.

The mayor will attend an SRE Ops meeting on Thursday morning.

Both banks in the Village have declined a request to underwrite a concert by the Syracuse Symphony.

The mayor will attend the Soccer Hall of Fame event in Oneonta on March 8, which will honor the Hamilton boys.

There will be a reception on February 12 from 5-7 pm in the Green Room at the Inn hosted by the Hospital for the new doctor.

The mayor would like to reconvene the original fountain committee members, whom Clerk Treasurer Winn has now identified. Trustee Collins suggested that the class who gifted the fountains be contacted about donating funds to repair or replace them.

The mayor received notification of NYCOM Empire State Local Government Achievement Award program, and would like the Village to apply. Clerk Treasurer Winn will follow up.

The mayor reported that Hamilton Initiative will not be purchasing 15 Broad Street. The special permit to allow the use of the municipal parking lot has not actually been granted (Trustee Albrecht will confirm this). If it has been issued, perhaps the trustees should consider rescinding the special permit.

The mayor will attend Gov. Patterson's town hall meeting at SUNY Morrisville on February 12 at 10:00 am.

The mayor, along with Ed Hotaling, president of the MUC, and Trustee Collins, will meet with the Union representatives for DPW and MUC to negotiate new contracts.

Trustee Miller's Report

Police – Trustee Miller continues to communicate frequently with Chief Mlasgar. Trustee Miller will attend the emergency preparedness meeting on February 11, hosted by Chief Matte, Chief of Campus Safety.

Court – Judge Fisher has submitted his annual report. The Town of Hamilton pays the court clerk for three hours of work per week. The Village pays the Town Justice \$2,500 to substitute for Judge Fisher, and Judge Fisher can only do arraignments at the Town level, which is not remunerated. The Town Court's annual report is forthcoming.

Trails – Trustee Miller is working with NY Parks & Trails, a nonprofit organization that is seeking funding as part of a regional package, to continue work on the trail along the Chenango Canal tow path, specifically a bridge.

Trustee Bona's Report

Trustee Bona did not attend the Library Board meeting because he was ill.

Historical Commission – The diorama will not be moved until the roof repairs are completed.

Farmers Market – Trustee Bona attended a Cornell Extension meeting on the EBT machine.

Recreation Committee – 2009 will be Stephanie's last year. Trustee Collins reported that The Mid York Foundation has granted a \$5,000 match for the playground.

Proposed Dog Park – Trustee Bona will draft a request for public comment.

Trustee Collins' Report

SRE Building – The design committee met with McSweeney about LEED (Leadership in Energy and Environmental Design) certification, and it was determined that LEED certification is achievable on this project. A subsequent meeting was held to discuss the process. The building/site proposal design team would consist of McSweeney Associates (architect and coordinator), Klepper Hahn & Hyatt (site and structural engineering), and ET Engineering (mechanical/electrical engineering). Preliminary construct cost would be between \$3,370,000 and \$3,900,000. McSweeney has proposed a fee of \$320,000 for stipulated professional service fees. Director Graham recommended to the trustees that a clerk of the works come from the Village, not from MacFarland Johnson. Discussion followed regarding the bid timing and the overall process, the economy, the work climate for construction projects, stimulus funds for shove-ready projects, etc.

Trustee Collins made a motion to appropriate \$224,000 to proceed with the SRE Building design and contract drawings bid package. The motion was seconded by Trustee Miller and carried unanimously.

MUC – The electric and water extension at the airpark is part of the \$499,000 DOT grant.

WWTP – Phase 2 Clarifier Rehabilitation – The MUC recommended awarding the general construction bid to Blue Herron for \$152,520 and the electrical bid to Advanced Power and Light for \$21,900.

Trustee Collins made a motion to authorize the mayor to award both of these contracts. The motion was seconded by Trustee Bona and carried.

TCC Charges – Director Graham reported that the NY Power Authority will request a rate increase from the PSC, and that Village consultants are monitoring this process. He further explained that the MUC had previously signed up for the Congestion Mitigation Fund. NY ISO shut down a large circuit with only 8 days notice to find supplemental power. The CMF paid for a portion of that charge, but the remainder was passed through to all member municipalities.

Trustee Albrecht's Report

Economic Development – Kipp Hicks, Director of the Madison County IDA, will be visiting the Village on February 11 at 1 pm. He will be accompanied by Becca Brier-Jablonski, Agricultural Economic Development Specialist for Madison County from Cornell Cooperative Extension. The agenda includes a briefing on the reorganization of the PCD, the possibility of a business “incubator” at the Airpark or another Hamilton location, a tax-free bonds proposal presented by Mr. Hicks, Airport/Airpark development, and open discussion. Attendees will include Roger Bauman, Ben Eberhardt, Mayor McVaugh, Ronda Winn, and Trustee Albrecht. This meeting is a result of the Madison County Board meeting held at the airport a few months ago.

PCD – Essential features of the PCD restructuring process include retention of Pam Salmon as part-time Assistant Director, movement of the PCD organization under Roger Bauman as an autonomous unit, retention of the PCD Board at its current size (at least for the immediate future), combining administrative functions with the Hamilton Initiative using their staff, allowing Ms. Salmon to focus her efforts on economic development. Physical relocation of the PD from the Bank to available HI spaces, and a four-month advance of funding from Colgate's planned contribution to solve the urgent cash flow problem (in effect, creating a 16-month fiscal year with the requisite reduction in the monthly cash flow). The entire restructuring proposal was approved, as presented, by the PCD Board on January 27 and, subsequently, by the Partners. The new organization is up and functioning. Trustee Albrecht has requested that Ms. Salmon and Mr. Bauman develop a budget request for consideration that will clearly show return on investment for the Village. Contributions from the public, focusing on the previous years' contributors, will be solicited. A press release was sent to the Mid-York, the Tribune, and Radio Free Hamilton.

HBA – The HBA is developing plans to accommodate changes in the locations and timing of Colgate's Graduation Weekend, especially those associated with having sufficient dining capacity when the “downtown invasion” occurs. HBA is also revising its bylaws to support an increase in membership.

ZBA – There was no meeting in January.

Planning Board – The January meeting included a discussion about plans for the car wash, without any action being taken. Mr. Perry was scheduled to appear at the Airport/Airpark Commission meeting on this subject, but did not attend.

Airport/Airpark Commission – Art Steneri, the APC's representative to the SRE and Security Substation planning group, gave an update on progress. Trustee Albrecht has provided draft copies of the Airport Master Plan chapter revisions to all Commissioners, asking them to review and comment. The APC discussed the March FAA Annual Meeting in Hershey, PA, and the possibility of having a representative attend. Airport financial returns through December 2008 are on track. The APC is concerned about tenant businesses financial health in the current economic downturn and will be discretely checking with them.

Clerk Treasurer Winn's Report

Ms. Winn distributed the revenue and expense report as of January 31, 2009, for review.

Approval of Claims

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

Executive Session

Trustee Miller made a motion to go into executive session at 10:20 pm. The motion was seconded by Trustee Bona and carried.

Trustee Miller made a motion to exit executive session at 10:45 pm. The motion was seconded by Trustee Bona and carried.

Adjournment

There being no further business to come before the Trustees, Trustee Collins made a motion to adjourn. The motion was seconded by Trustee Bona and carried. The meeting was adjourned at 10:46 pm.

Respectfully submitted,

Chris Hoffman