

**Village of Hamilton
Board of Trustees**

Regular Meeting of July 14, 2009

APPROVED MINUTES

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

Public Present: Roger Bauman, PCD; John Crespi, resident

The mayor called the meeting to order at 7:00 pm.

Approval of Agenda – One item, Sen. Gillibrand’s grant notice, was added to the 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 June 9, 2009 – Trustee Miller made a motion to accept the minutes as submitted, with minor descriptive clarifications to Trustee Collins’ report. The motion was seconded by Trustee Albrecht and carried.

Public Comment

John Crespi, a Village resident, expressed his concern to the Trustees about the free roaming of cats in the Village, because of the potential damage they do to gardens and wild birds. He noted that other villages have ordinances on both cats and dogs. Trustee Bona agreed to gather some information from the Animal Control officer, and Clerk Treasurer Winn agreed to discuss the issue with NYCOM.

MAYOR McVAUGH’S REPORT

The Syracuse Symphony concert was very well received, with about 1,500 – 2,000 people in attendance. Next year’s tentative concert date has been scheduled for July 8, 2010. The mayor discussed the possibility of creating a “Friends of Music” organization to support the symphony’s future concerts in the Village. The mayor consulted with Attorney Jim Stokes on this idea, since the mayor may not personally engage in fundraising activities for the Village.

The new Campus Safety Chief Bill Ferguson will start on July 27, 2009.

The mayor met with three Colgate trustees, Colgate administration, and Colgate alums regarding the Hamilton Initiative, who are primarily interested in issues concerning the 5-way intersection and the Colgate Inn. Their lobbyist is involved in asking for stimulus funds.

The Diversity Group met on June 15, and committees were formed. Trustee Albrecht noted that Roger Bauman should be on the Entrepreneurs Committee.

Director Graham and the mayor met with Prof. Bruce Selleck regarding gas drilling on Colgate property. One of Colgate's fuel oil furnaces needs to be replaced. If the availability of natural gas as a source of energy becomes a reality, the mayor would want it to be available to everyone, not just major consumers (Colgate, hospital, HCS, etc.). Drilling is currently envisioned for the Parker Farm and the Bewkes property, but further discussions will take place.

The mayor met with Molly Gamble, a summer intern at the Upstate Institute, who is working on a "STOP DUI" meeting for September 15.

TRUSTEE MILLER'S REPORT

Fire Department – The new fire truck is scheduled to arrive in late October.

Police – The Syracuse Symphony concert went well, according to Gary Mlasgar. A recent accident in front of Price Chopper has resulted in new vests being ordered for officers.

Court – The administrative office of the courts still wants a single bench in the courthouse, but the request is not mandatory according to Clerk Treasurer Winn. The mayor stated that she thought two benches, one each for the Village Court and the Justice Court, is a much more efficient way to conduct court business. Director Graham added that the handicap ramp at the court house must be located at the main entrance, so another quote will have to be obtained.

TRUSTEE BONA'S REPORT

Library – The library is in its busiest time of year, with an ice cream social scheduled for July 15, a book sale scheduled for August 28, the summer recreation programs, and the work on the Butterfly Garden. The library board still wants to know what to do with the voting machines. Clerk Treasurer Winn stated that the County must decide where to locate them.

Historical Commission – The Historical Commission is waiting for the diorama to be moved, as it cannot be completely deconstructed for the move.

Recreation Committee – The playground work commences on July 24.

Farmers Market – The farmers market is going very well. Becca Jablonski is conducting a survey to gather data. Trustee Bona reported a concern from one vendor about Village Police not allowing double parking on Broad Street during the take down at the end of the day. Trustee Miller agreed to follow up with Officer Rick Gordon.

TRUSTEE COLLINS' REPORT

Patty Von Mechow has requested the installation of a bench near the fire department. John Basher is rebuilding two benches for the Great Chocolate Wreck display.

Various trade consultants attended the SRE meeting on June 10. Additional funding options need to be explored, and a public meeting for viewing the renditions needs to be scheduled.

The MUC discussed water fluoridation and is looking for additional information on the pros and cons to make available to the public, perhaps in a bulk mailing. The proposed electric car for Village use is now allowed to cross State Route 12, so acquiring one would not be practical. David Rhyde is looking into the possibility of an electric truck instead. Director Graham will inquire further as to the state highway regulations. The MUC interviewed six applications out of 128 applications for two open positions. One is a new position, and one is to replace Matt Nelson. Trustee Collins made a motion that the Board of Trustees approve the hiring of Jeff Schindler and David Suydan as utility workers per the Union contract with a 90-day probation period. The motion was seconded by Trustee Bona and carried. Clerk Treasurer Winn noted that full background checks on each had been completed. Director Graham noted that pre-employment drug and alcohol tests were completed on Monday, and that both Mr. Schindler and Mr. Suydan could start any time.

Trustee Collins reported that there had been an inquiry as to the necessity of the 30-minute parking space on Madison Street in front of the Friendship Inn. Director Graham will investigate and report back.

TRUSTEE ALBRECHT'S REPORT

Economic Development – Mike Sacco/Sacco & Associates will be preparing to close shop and depart Hamilton this Fall, citing an oppressive tax burden and an unresponsive Tax Assessor and appeals process as principal reasons. This will be a significant loss to the community's entrepreneurial base.

Upstate Institute – Trustee Albrecht attended an UI meeting in the Ho Building, and found their interns very impressive.

PCD – Jill Pearson, PCD Marketing and Development Coordinator, has assumed her new part-time position. The PCD partners will meet with Roger Bauman and Trustee Albrecht on July 21. The Village will monitor the PCD's efforts to develop alternatives for the five-corners intersection.

HBA – The fly-in pancake breakfast was a big success. Both Rotary and HBA, co-sponsors of the event, considered it a financial success. The event went very smoothly with no incidents. Rotary, HBA, and the airport team are collecting “lessons learned” points for the next fly-in. 923 people attended – about 600 more than last year’s Rotary event at the Inn. HBA is developing a gift certificates program for member business and are hoping to have it operational by the time students return this Fall. Plans are also underway for Santa’s arrival on December 4, along with a tree-lighting ceremony.

Franklin Trek – This event is scheduled for August 3 and would require blocked off parking spaces around the Village Green.

ZBA – The first meeting in several months will take place tonight.

Pedestrian Safety Committee – Chair Jennifer Brice has enlisted Susan Marafino and Ferdinand von Meunch to serve as new members. Prof. Georgia Frank has also volunteered, but will be on sabbatical this Fall. An organizational meeting will be held in August. The Safe Routes to School project is in jeopardy because of the mounting costs of NYS-imposed add-ons. Trustee Albrecht and Director Graham will meet with NYS DOT Transportation Analyst Sharon Bryant-Heyboer on July 15.

Planning Board – The PB is working to assess Bill Parry’s car wash proposal at the Airpark and make a recommendation to the Board of Trustees. The Zoning Revision Committee has been meeting frequently.

Airport/Airpark Commission – Valley View Aviation’s role in the fly-in breakfast event was significant, with 89 fixed-wing sightseeing flights and 30 helicopter flights. MacFarland-Johnson’s contractor relationship with the Airport is being reviewed with an eye toward interviewing other firms. Director Graham will report more on this. The annual pilots meeting is being rescheduled for September. Unaudited financials through June 2009 remain profitable, although lagging recent years’ margins. Clerk Treasurer Winn and the Commission are watching the returns closely.

CLERK TREASURER WINN’s REPORT

Clerk Treasurer Winn met with Matt Norris at Alliance Bank. The cemetery trust account and the unemployment reserve account will be closed and put in CDs. Linda Manchester is back from vacation. Rorie will do a week of cross training in August. There was \$4,800 in profit from the pancake breakfast. Parking tickets revenue in June was \$600.

DIRECTOR GRAHAM’s REPORT

Bids on the packer truck were opened today. The two lowest bids were for \$128,272 from Freightliner and for \$129,450 from Utica Mack. He recommended that the bid from Utica Mack be accepted by the Board. Trustee Bona made a motion to accept the bid

from Utica Mack and issue a purchase order for a new 2010 refuse packer truck, with delivery in 120 days. The motion was seconded by Trustee Collins and carried.

Director Graham recommended that the Airport/Airpark consultant selection should be addressed now. The RFP is already written, and it would be sent to four companies, as well as posted in the newspaper. The choice is to remain with MacFarland-Johnson, or interview any new candidates and then make a choice.

Lebanon Street Sidewalk – The grant that Lindsay Hoham wrote was to pay for the materials only, but then DOT changed the grant terms -- the Village cannot use its engineer to design the sidewalk, an “engineer in charge” is now required, additional work has been included (such as handicap ramps), and individual sign-off from each resident is being required – all of which results in significantly less grant monies remaining for the original project. A meeting to discuss options has been scheduled.

The storm water project at 46 Madison Street will start before the end of July.

WWTP – The clarifier rehabilitation project is 70% completed and going well.

Partial Parallel Taxiway at Airport – Bids will be opened on July 15.

Security Substation – Still waiting to go out to bid.

Vacation – Director Graham will be on vacation in August.

APPROVAL of CLAIMS

The mayor reviewed the June claims. Trustee Miller made a motion to pay the claims. The motion was seconded by Trustee Albrecht and carried.

NEW BUSINESS

Fire Department Membership – Trustee Miller made a motion to reinstate Wallace Chase as an active member of Fountain Fire Company #1, as requested by Secretary James Jerome. The motion was seconded by Trustee Bona and carried. Mr. Chase has relocated to Hamilton and resides at 151 Hamilton Street.

Recreation Program Employees – Most hires by the Recreation Committee come from Hamilton Central School. Candidates not from HCS go through phone interviews with Harry Jarcho, the Director. Trustee Albrecht stated that all applicants should be interviewed, as it provides a valuable learning experience for the kids. Trustee Bona will discuss the hiring process with Mr. Jarcho.

Attorney Legal Services – The law firm of Mitchell, Goris & Stokes, LLC has submitted a proposal for the provision of professional legal services to the Village of Hamilton from July 1, 2009 through June 20, 2010. Hourly rates will be \$150 for attorneys and \$80 for

paralegals, a \$5 per hour increase over last year. Trustee Miller made a motion to authorize the mayor to sign the proposal letter. The motion was seconded by Trustee Bona and carried.

15-Minute Parking Request – Mr. Zheng of Main Moos restaurant has requested that a 15-minute parking space be designated in front of the restaurant for patrons to use while picking up take-out orders. Trustee Miller will follow up with Mr. Zheng

2K Awareness Walk – Grant Slater of Slater Brothers Entertainment LLC is requesting permission to operate a 2K Awareness Walk through the Village on the morning of August 8, 2009, beginning at 7:00 am to benefit the Hamilton Food Cupboard. There would be no need for road closures. Clerk Treasurer Winn will notify Chief Mlasgar.

Colgate Pilot Payment – Colgate has sent a check to the Village for \$150,704 as the 2009 voluntary payment for \$132,704 in unrestricted funds (a 3% increase over last year) and \$18,000 towards the fire truck, in accordance with President Grabois' March 20, 1997 letter to then-mayor Brink.

NYS Comptroller Correspondence – Clerk Treasurer Winn reported that the NYS Comptroller will be returning to its regular audit cycle. There are currently no full audits scheduled, and there are no concerns.

Colgate University's Diversity Week – Joanne Borfitz, VP for Community Affairs and Auxiliary Services, has advised the mayor by letter of Colgate's plans for Diversity Week, from September 16-19, 2009. The theme of "Race and Culture in the 21st Century" is designed to create additional campus and community opportunities for relationship building aimed at enhancing cultural diversity among students, faculty, staff, and the community at large. The week will end with a Community Festival on the Village Green on Saturday, September 19, from noon to 4 pm, with live music, entertainment, arts, crafts, and ethnic cuisine. They are requesting that East Broad Street remain closed to traffic after the Farmers Market closes until 5:00 pm, but hope that the Farmers Market vendors will choose to remain open for the day. The mayor will engage in further discussions about planning.

PCD's 5-way Intersection Request – The PCD is proposing to organize a comprehensive study of the 5-way intersection introduced for review last month. The oversight task force would include representatives from the Planning board, the Department of Transportation, the PCD, the HBA, the Pedestrian Safety Committee, and Director Graham for the MUC. The task force would hire someone to conduct the study; funding is uncertain at this point. The mayor stated that the Village Board of Trustees would have final authority to approve any move forward. Trustee Albrecht stated that the study should not require any expenditure of Village funds, and the PCD should first secure funding to cover the cost of the study. The mayor also noted that differences among defined stakeholders should be acknowledged. After discussion, Trustee Albrecht made a motion to authorize the PCD to begin the first steps to undertake such a study.

The motion was seconded by Trustee Miller and carried. Roger Bauman agreed to communicate with potential task force members.

CNS Fundraising Walk – Chenango Nursery School is organizing a 5K run, 1-mile run/walk, and a fun run for Saturday, October 31, starting at 9 am. Trustee Collins made a motion to allow CNS to hand a banner advertising the event. The motion was seconded by Trustee Bona and carried.

HBA Tree Lighting Request – Plans are being discussed by the HBA for a tree-lighting ceremony to be held on December 4.

High Priority Project Request Form for Transportation Authorization – Sen. Gillibrand's Office – Joanne Borfitz contacted the mayor regarding Sen. Gillibrand's funding request for applications. The mayor will send an electronic copy to Roger Bauman for consideration in conjunction with the 5-way intersection study, and noted that the application deadline is 6 pm on July 16, 2009. The trustees passed a resolution authorized the mayor to sign the grant application once Mr. Bauman had completed it.

Committee Appointments – The Board confirmed committee assignments for each of the trustees, as follows:

Trustee Miller: Public Safety - Hamilton Police Department, Hamilton Fire Department, Hamilton Court, Colgate Campus Safety, Tree Committee, and Trail Committee (new assignment)

Trustee Bona: Parks and Recreation – Parks, Library Board, Historical Commission, Farmers market, Recreation, Playgrounds, Pavilion, and Fountains (new assignment)

Trustee Collins: Deputy Mayor; Streets and Public Works – MUC Commissioner, DPW and Solid Waste management, Madison Street Cemetery, and Pedestrian Safety Committee (new assignment, reassigned from Trustee Albrecht)

Trustee Albrecht: Economic Development – PCD, HBA, ZBA, Planning Board, Airport/Airpark Commissioner, and Colgate's Upstate Institute (new assignment)

Appointments to Village Boards and Commissions were approved by motion of Trustee Miller, seconded by Trustee Albrecht, and carried, for members whose terms expire in July 2009, as follows:

Board of Trustees, 2-year term: Sue McVaugh, Suzanne Collins, and James Bona
Municipal Utilities Commission, 3-year term: Edward Hotaling, Suzanne Collins
Planning Board, 5-year term: Morgan Larson
Zoning Board of Appeals, 5-year term: Corey Landstrom
Recreation Commission, 2-year term: Wendy Soucy, Matt Leone
Library Trustees, 5-year term: no vacancies
Historical Commission, 2-year term: Michael Gieryic, Pam Ochojdki

Airport and Airpark Commission, 2-year term: Anne Clauss, Roger Rowlett
Pedestrian Safety Commission, 2-year term: Susan Marafino, Ferdinand von Meunsch
Tree Committee, 2-year term: Margaret Miller, Larry Baker, Richard Fenner
Village Clerk/Treasurer, 1-year term: Ronda Winn
Director of Utilities and Public Works, 1-year term: Sean Graham
Partnership for Community Development: Carl Albrecht
Records Advisory Board, 1-year term: Sue McVaugh, Ronda Winn
Village Historian: Jack Loop

OLD BUSINESS

Village Fees – Madison Lane Apartments are charged higher fees because of the higher call volume.

Executive Session

Trustee Collins made a motion to go into executive session at 9:50 pm. The motion was seconded by Trustee Miller and carried. Trustee Collins made a motion to exit executive session at 10:09 pm. The motion was seconded by Trustee Miller and carried.

Adjournment

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

Respectfully submitted,

Chris Hoffman