

**Village of Hamilton
Board of Trustees
Regular Meeting of November 9, 2010
7:00pm**

APPROVED MINUTES

PRESENT: Mayor McVaugh; Trustees Jim Bona, Margaret Miller, Sue Collins, and Russell Lura; Clerk/Treasurer Ronda Winn; Director of Utilities and Public Works Sean Graham.

Public Present: Margo Frink, Madison County Courier; Carolyn Todd.

The Mayor called the meeting to order at 7:00 p.m.

Trustee Lura requested that Fiber Optics be added to tonight's agenda.

Approval of Agenda

A **motion** was made by Trustee Miller to accept the amended agenda. The **motion** was seconded by Trustee Collins and carried.

Approval of Minutes

Regular Meeting of October 12, 2010

A **motion** was made by Trustee Miller to approve the **October 12, 2010**, meeting minutes as written. The **motion** was seconded by Trustee Collins and carried.

Special Meeting of October 25, 2010

Tabled.

Special Meeting of November 4, 2010

Tabled.

Public Comment

None.

MAYOR McVAUGH'S REPORT

IEEP

The Mayor asked Trustee Bona and Director Graham if there are Village regulations regarding portable stove/heaters. Director Graham stated there are no Village regulations.

White Property

Director Graham stated the White's will be using the apartment. Attorney Jim Stokes will modify the agreement. The White's have agreed to pay the attorney fees for the modification to the agreement.

Attorney Jim Stokes

The Mayor requested Clerk/Treasurer Winn to set up a meeting with Mr. Stokes to review the employee's handbook, Chief Gifford's radio, DKE, the vehicle & traffic law, modification of the White's agreement, and Village Tickets. The Mayor would also like the Trustees to email questions that need to be addressed by Mr. Stokes to Clerk/Treasurer Winn.

Empire Brewing

The Mayor wrote a letter to the owner of Empire Brewing, inviting him to Hamilton, as a possible place for his new brewery. He called the Mayor and was willing to meet. Unfortunately, he changed his mind and will continue plans to build in Cazenovia.

Town Budget Meeting

The Mayor attended the Town of Hamilton budget hearing. She requested they take the court expenses out of the "A" fund and place them in the "B" fund. Mayor McVaugh did not request to take the dog warden out due to the State requiring the Town to do all the paperwork/administration. Carolyn Todd stated the budget is not final. The issue is the \$1.2 million surplus. Supervisor Kuiper is suggesting taking \$100,000.00 and place that in the fund balance to lower taxes.

Phone Meeting

The Mayor reported on a conference call she had with Joanne Borfitz, Roger Bauman and Director Graham. The Hamilton Initiative is not interested in subsidizing any Village projects, but they are interested in going to Albany to help secure additional funding.

President Jeff Herbst

The Mayor received a phone call from President Herbst. He would like to bring the Antique Fair to Hamilton. The Village has contacted Mr. Hengst, who stated he has interested buyers. The Mayor and Board agreed this is not a Village project.

Security Substation

Mayor McVaugh stated she wants to move forward with this project. Director Graham stated the bids came in \$400,000.00 over budget. Plans are now at the State to request additional money. Director Graham stated the plans may need to be modified and additional money will need to be secured.

Senator Valesky

The Mayor received a nice letter from Mr. Valesky pledging to work with the Village for another two years.

JCAP Grant

The Mayor reported Director Graham put together the JCAP Grant and the Mayor signed the Grant.

Police Chief

The Mayor reported Chief Gifford has been on the job for three weeks and all is going well.

Smithblock

Clean up of the parking lot behind the Smithblock continues. A letter from CEO McGinnis went out to the landlords. Cars will be ticketed for parking in the fire lane.

Airport Master Plan

Mayor McVaugh was part of a meeting with McFarland Johnson, Chairman of the APC, Carl Albrecht, and Director Graham to review the Master Plan. There are items in the Master Plan that could potentially be costly to future Boards. The BOT will eventually need to adopt. Corporate hangars, fencing and runways were discussed.

TRUSTEE COLLINS' REPORT

Hamilton Police Department

Trustee Collins reported on November 4, 2010, she attended a Police Department staff meeting. She stated it was well attended and Chief Gifford had a nicely prepared agenda. They discussed evidence procedures, prisoner custody, vehicles, installing a cage in one of the cars, paperwork procedures, self-evaluations, more traditional uniforms, markings for the new car, and a car replacement plan.

The Mayor reported a small ceremony was held Friday for Gary Mlasgar. He was given stripes for his uniform and a certificate of achievement. Chief Gifford read a letter from the Pennsylvania Attorney General praising Officer Mlasgar's investigation on the recent drug arrests. Officer Mlasgar is now the Senior Police Officer.

Hamilton Fire Department

Trustee Collins reported she met with Chief Hoham. Four new Colgate students have finished the recruitment process.

A **motion** was made by Trustee Collins to accept new members: Ibrahim Yucel, Erin Fett, Eric Clopper, and Christina Gutowski, to the Hamilton Fire Department. The **motion** was seconded by Trustee Bona and carried.

Trustee Lura asked who designed the Fire Department Website because it is very good. Trustee Miller stated she believes Jason Murray is the designer. Trustee Collins reported plans for the Fire Department are to replace garage doors, windows, and general maintenance. Director Graham reported he received a quote of \$8,000.00 for the replacement of the windows that he passed along to Chief Hoham. The Mayor stated that the Fire Contracts were recalculated and mailed.

Hamilton Court

Trustee Collins emailed Judge Bogan but did not receive a response. She spoke with Director Graham and Clerk/Treasurer Winn regarding the JCAP Grant. They reported it was submitted.

Pedestrian Safety

Trustee Collins reported the Pedestrian Safety Committee meets next week, but questioned Director Graham if they need to do any work for the Lebanon Street Project. As soon as the DOT receives survey data from Wissenbach Surveyors, the Pedestrian Safety Committee will need to contact the neighbors and hold a public meeting.

Campus Safety

No report.

TRUSTEE LURA'S REPORT**Library Board**

Trustee Lura reported the Library Board held their monthly meeting.

Historical Commission

Trustee Lura reported Joan Prindle presented a Life Long Learning program on the history of Hamilton at the Madison Lane Apartments. It was very well attended.

Farmers Market

The Market's last day of the season was November 6, 2010. Trustee Lura and Robin Maciag met with several vendors to discuss this year's market. The vendors indicated they were happy with the market, but suggested the hours of operation return to 8-1, with the option of staying until two. Special days, the EBT, and music were encouraged to continue.

Recreation, Playgrounds and Pavilion, and Fountains

One of the Farmer 's Market vendors have offered to buy the sod to replace at his spot. The Village crews will be reseeding the Village Green this fall.

Mural Commission

The Commission hosted a very successful dedication for the Lee Brown Coye Mural. The event was well attended. A reception and lunch followed.

4th of July Committee

The Committee plans to meet between Thanksgiving and Christmas. Trustee Lura asked if there is a budget. Money is raised through fund-raising. There is a Village account with 4th of July money in it at Alliance Bank. David Craine is an excellent source of information.

TRUSTEE BONA'S REPORT**MUC**

Trustee Bona reported work has been completed at the Fitness Center. AMI should be included in the budget process. The electric rates were not changed to the summer rate and as a result, all customers using over 1500KW were over billed. Two hundred and seventy-six customers received refund checks for being charged an incorrect rate. Based on a recommendation from Bollam, Sheedy, and Torani, Clerk/Treasurer Winn requested the Commission adopt a motion to rotate meter reader's routes on a bi-annual basis. The rotation would mitigate the risk of theft of services. Following discussion a motion was made by Trustee Bona, seconded by Commissioner Baker to adopt Clerk/Treasurer Winn's recommendation. Director Graham will notify the Electric Department of this action. The regulations for the Chesapeake Nutrient Loading Limits have the potential to increase operational costs by 65%.

Streets, Sidewalks and Streetscape

No report.

DPW and Solid Waste Management

Trustee Bona reported the crews have been busy with leaf pick up. Trustee Miller wanted to know if the leaves were composted. Director Graham stated that the leaves are dumped on Colgate property on Hamilton Street. The holiday lights will be up by December 3rd. The snowplows are ready to go. The Town of Hamilton gave us, on loan, for use at the Airport, a FWD 1991 truck with a 13' blade. They had no place to store it.

Madison Street Cemetery

No report.

TRUSTEE MILLER'S REPORT

Economic Development

PCD

Trustee Miller displayed a copy of the Hamilton Highlights produced by the PCD. There is a new committee to explore the combining of the PCD and HBA. Members include: Carl Albrecht, Joanne Borfitz, Scott Mills, Roger Bauman, and Steve Lorraine.

Hamilton Business Alliance

The Tree Lighting is scheduled for December 3, 2010. Trustee Miller helped at the welcome tent during parents' weekend at Colgate. Swank has applied and received the micro assistance grant from the IDA.

Zoning Board of Appeals

There is a meeting scheduled for November 23, 2010.

Upstate Institute

There is a meeting scheduled for November 11, 2010.

Planning Board

Wesley Wendt and his engineer presented plans for the proposed expansion of his Hotel. He will be submitting revised plans at the next meeting. The Colgate Inn parking lot was discussed with the changes regarding the use of traditional pavement and pervious pavement, grading, and landscaping.

Airport/Airpark Commission

Trustee Miller explained that Ascent has replaced AirBP as the fuel supplier to the Airport due to delivery problems and pricing with AirBP.

A **motion** was made By Trustee Miller to authorize the Mayor to execute the contract with Ascent to supply fuel at the Airport. The **motion** was seconded by Trustee Collins and carried.

The Commission discussed concerns with the proposed location of the fencing on the West side. The current plan has the fence in the woods. The Tie down project has

changed from 10 to 8 tie downs due to expense. Director Graham is in the process of trying to secure a new operator for the Airport.

Tree Committee

Trustee Miller reported 10 new trees were planted on October 23, 2010.

Trail Committee

Trustee Collins reported she has witnessed vehicles on the trails. Randy Weaver did put up new signs, but posts at the entrance may need to be installed. Trustee Lura asked if horses were allowed on the trails because they can cause damage to the walking lane, which discourages walkers from wanting to use.

CLERK/TREASURER WINN's REPORT

Clerk/Treasurer Winn reported she received an email today that Local Government Records Management has a grant application for office needs. Clerk/Treasurer Winn would like to apply for the grant to get all old minutes scanned.

Clerk/Treasurer Winn contacted NYCOM's Peter Baines regarding the calculation of the fire contracts. The equalization rates should have been applied to the calculation. The amounts have been revised and resent.

NYMPA

Clerk/Treasurer Winn stated the power purchased by NYMPA is hedged through May 2012. There is an anticipated increase in congestion in November and December, but this has been planned for. The Board adopted the member withdrawal and late payment policy, and the retreat in January was discussed. Director Graham reported on a special meeting with the lobbyist and the bill to switch from the PSC to NYPA was pulled off the floor.

The Municipal Finance Officer's Association met this month. The Association will be giving three annual scholarships to SUNY Buffalo, SUNY Brockport and the Maxwell School at Syracuse University to students studying the public administration field.

Financials

Clerk/Treasurer Winn reported as of October 31, 2010, we are 41% through the year. Revenues are at 69%, expenses are at 35% (October's payable not included). Attorney fees are over budget by \$32,000.00, due to Natural Gas. The completed audit has not yet been received from Bollam, Sheedy. Clerk/Treasurer Winn has engagement letters that need to be signed by the Mayor. The budget process will be beginning soon. Excellus is anticipated to increase by 11% in January.

The State auditors are progressing with their audit.

Bicycle Issue

Clerk/Treasurer Winn contacted the NYCOM attorney. He sent a copy of Village local law 6-600 and highway law 319 for her to review. The Village does have the authority to remove bikes. He also sent examples of local laws. Clerk/Treasurer Winn suggests

passing a local law when the vehicle and traffic law is revised. A moveable bike rack at the bump out was discussed.

A **motion** was made by Trustee Bona to authorize Mayor McVaugh to sign audit and court. The **motion** was seconded by Trustee Miller and carried.

DIRECTOR GRAHAM's REPORT

Director Graham received a letter from MVCC's Aviation Center requesting a donation of a diesel powered AC ground unit for instructional use.

A **motion** was made by Trustee Miller to surplus the diesel powered ac ground unit to donate to MVCC's Aviation Center, as long as the APC agrees. The **motion** was seconded by Trustee Collins and carried.

Director Graham reported Valley View Aviation will be leaving November 12, 2010. There is not a candidate at this time to take over operations at the Airport. Trustee Miller questioned if the Department of Labor resources had been explored. Randy Weaver, John Fontaine, Director Graham and Jason Florenz are trained to pump fuel at the Airport.

Joe Calzone, from Broad Band USA, called Director Graham. He received a \$39 million grant, and is looking for our pole attachment agreement. Director Graham will be sending it through email. Trustee Lura would like to meet with Mr. Calzone. Director Graham will try to set up a meeting.

Jessica Poyer's first grade class from Hamilton central will be visiting the DPW on Friday.

The DOT has complained that a vendor from the Farmer's Market is removing the No Parking sign. Director Graham sent a letter to the vendor.

Director Graham received a letter from David Grace requesting to replace the Village signs. This was not budgeted for this year.

A request was received for the 3rd annual Bible reading marathon on the Village Green, April 30-May 5, 2011. Trustee Lura would prefer this not to take place on the Village Green.

A **motion** was made by Trustee Miller to grant the Bible reading marathon request for April 30-May 5, 2011. The **motion** was seconded by Trustee Collins. The voting was as follows: Mayor McVaugh-yes, Trustee Miller -yes, Trustee Collins -yes, Trustee Bona-yes, Trustee Lura -no. The **motion** carried.

APPROVAL of CLAIMS

Trustee Bona made a **motion** to approve October's 2010 claims. The **motion** was seconded by Trustee Miller and carried.

A **motion** was made by Trustee Miller to enter into an executive session at 10:10pm. The **motion** was seconded by Trustee Collins and carried.

A **motion** was made by Trustee Bona to end executive session. The **motion** was seconded by Trustee Lura and carried.

Adjournment

There being no further business to come before the Board, Trustee Lura made a **motion** to adjourn. The **motion** was seconded by Trustee Miller and carried. The meeting adjourned at 10:30 p.m.

Respectfully submitted,
Kim Taranto