

**Village of Hamilton
Board of Trustees
Regular Meeting of July 10, 2012
6:00pm**

APPROVED MINUTES

Present: Mayor Margaret Miller; Trustees: Dominick Pangallo, Deb Kliman, and Sam Cooper; Village Administrator Sean Graham; Village Treasurer Mary Ann Henderson; Village Attorney Jim Stokes

Public Present: Dave Hollis, RadioFreeHamilton; Carolyn Todd, Town Council; Dan Rains, Pedestrian Safety Committee; Carol Bergen, Pedestrian Safety Committee; Police Chief Rick Gifford; Matthew Janczuk, candidate for police department; Morgan Larson, Planning Board; John Basher, MUC President.

The Mayor called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

The Mayor congratulated the incumbents and welcomed them back.

Approval of Agenda: A **motion** was made by Trustee Cooper to approve the agenda as amended. The **motion** was seconded by Trustee Kliman and carried.

Approval of Minutes

Regular Meeting of June 12, 2012: The Mayor requested under her report that the spelling of Art Zimmer be corrected. A **motion** was made by Trustee Kliman to approve the June minutes as amended. The **motion** was seconded by Trustee Pangallo and carried.

Special Meeting of June 20, 2012: The Mayor asked for a change under 211 Waiver: delete the 3rd sentence and add Chief Gifford has been interviewing candidates for a new full time officer position. A **motion** was made by Trustee Kliman to approve the minutes as amended. The **motion** was seconded by Trustee Cooper and carried.

Public Comment: None

MAYOR MILLER'S REPORT

Our new employee Hollie Hudson will begin work on July 16, 2012. The Mayor publically thanked the office staff, who have worked above and beyond, while we have been short handed.

The Mayor cut the ribbon for the Madison Lane rededication ceremony. She had a tour of the refurbished apartments.

Mayor Miller made a presentation to the interns at the upstate institute regarding Village government.

The Mayor was part of the clean up crew at the Airport for the Father's Day Fly-In Breakfast.

The PCD partners are continuing to review and prioritize the 2007 economic development plan.

TRUSTEE COOPER's REPORT

Hamilton Police Department: The new police car is here but not ready for service.

Hamilton Fire Department: No report.

Hamilton Court: No report.

Pedestrian Safety: The Trustees and Pedestrian Safety Committee received a copy of the Environmental Studies group report. Chief Gifford attended the meeting and listened to the Committees' concerns regarding the intersection at Maple/Lebanon/Eaton Street. Jamie Mitchell is being recommended to fill Shaun Richards' vacant seat. The Committee will not meet again until September.

Campus Safety: No report.

Shared Services Committee: The new website is up and running. New information is being added weekly.

5 Way Intersection Task Force: No report.

Bridges Committee: They have developed and adopted a vision statement. Trustee Kliman stated she would like this committee to contact the recreation commission for input or suggestions. The goal is to get a grant to establish some youth programs.

TRUSTEE KLIMAN's REPORT

Library Board: Interviews will begin on Thursday for the new library director. Sam Stradling and Rebecca Hewitt's terms are up. Ms. Hewitt does not want to return. Trustee Kliman stated Adger Williams will fill Ms. Hewitt's vacant position.

Historical Commission: Trustee Kliman reported Joan Prindle and Mark Manchester would like to continue on the Commission and is recommending they be reappointed.

Recreation Commission: Opening of the summer rec was the smoothest ever with a record 239 children signed up. Harry Jarcho is requesting several days off for HCS professional development. The Board questioned if he would be compensated for time off and he will need to provide a local contact for emergencies. Three members of this Commission have terms that expire with no recommendations for replacements. Trustee Kliman is recommending Gary Hurta to fill one of the vacant positions.

Parks Advisory Committee: There have been several requests for shade trees to be planted at the Eaton Street Pavilion. The Mayor requested the Tree Committee oversee

this project. There is some funding in the budget. Trustee Kliman has recommended Kerry Linden to fill Charlotte Droll's vacant position.

Mural Commission: No report. Denise Leone and Lynette Stevenson's terms are up. Ms. Stevenson would not like to continue on the committee.

4th of July Committee: The parade was a great success. Thanks to Linda Gorton who did most of the work.

Farmers' Market: No report.

Trails Committee: There are new trail maps. Copies will be available at the Village office.

Symphony Committee: The symphony will perform on Thursday. The Mayor will be introducing the conductor.

PUBLIC HEARING 7:00PM REGARDING SITE PLAN REVIEW:

The Mayor opened the public hearing at 7:00pm to public comment. Planning Board member Morgan Larson gave a brief statement detailing the reasoning behind the proposed law. Attorney Jim Stokes was asked his opinion and he stated he thought it was a good idea. This will help us comply with state law. The Mayor closed the public hearing at 7:07pm. No action was taken. Waiting on the County to respond.

TRUSTEE LURA'S REPORT

MUC: No new information on the Chesapeake Bay Limits.

Streets, Sidewalks and Streetscape: No report.

DPW and Solid Waste Management: Most of the work has centered around the 4th of July.

Madison Street Cemetery: No report.

PCD: No report.

TRUSTEE PANGALLO'S REPORT

Economic Development: No report.

Hamilton Initiative: No report.

Zoning Board of Appeals: Member Corey Landstrom has moved. The Mayor recommended Kristian Newman to fill the empty position. Member Tom Davies has not decided if he will stay or not.

Planning Board: Member Ben Barrett does not wish to continue on the Planning Board. The Mayor recommended Jen Servedio to fill that vacant position. The Board began a

discussion about changing the zoning code to permit museums in the B1 district. A special meeting has been scheduled for July 11, 2012, to complete the discussion. CEO McGinnis has received complaints regarding the parking lot at 9 Eaton Street. The owner will be contacted. At the July 11 meeting, the Board will take up a modification of a special permit issued to Good Nature Brewing to allow for a new condenser outside of the building. The Mayor has received a letter stating this property will remain on the tax roll.

Airport/Airpark Commission: Chair Carl Albrecht, Commissioner Art Steneri and Commissioner Kliman's terms all expire and all would like to continue on the Commission. Trustee Pangallo recommended they be reappointed. The main hangar door needs to be replaced. The Commission discussed marketing strategies to attract tenants. The Commission received a report that a potential developer is interested in building at the Airpark. A sub Committee has been formed to work on a web page for the airpark. They were updated on the Civil War re-enactment request to use the Airpark for a two-day event.

Tree Committee: No report. The Mayor reported Greg Owens and David Craine have agreed to continue on the Committee.

Compost Club: No report.

ADMINISTRATOR GRAHAM'S REPORT

New Business

NYS DOT is looking for an independent audit from 2006-2007 on our AWOS System and T-hangar at the Airport. Treasurer Henderson has contact D'Arcangelo to see if this audit was done. No word yet.

TREASURER HENDERSON'S REPORT

Treasurer Henderson stated that since this is an organizational meeting there are some resolutions the Mayor needs to pass.

Official Newspapers

Resolution #98-2012

WHEREAS, at the July 10, 2012, Organizational Meeting the Mayor designated the Oneida Daily Dispatch and the Mid-York Weekly newspapers as the official newspapers of the Village of Hamilton; and

NOW, THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby designates the Oneida Daily dispatch and the Mid-York Weekly Newspapers as the official newspapers of the Village of Hamilton.

Motion by Trustee Pangallo, seconded by Trustee Cooper and carried.

**Regular Monthly Meeting
Resolution 99-2012**

WHEREAS, the Board of Trustees of the Village of Hamilton has determined that the regularly scheduled monthly meetings of the Board of Trustees continue to be held on the second Tuesday of each month; and

WHEREAS, the Village of Hamilton Board of Trustees will continue to start at 6:00p.m. ; now

THEREFORE, BE IT RESOLVED, that the Board of Trustees, of the Village of Hamilton authorizes the Village Clerk to publish notice that all regularly scheduled Village Board of Trustee meetings will be held on the second Tuesday of each month, start time of 6:00p.m. local time.

Motion by Trustee Cooper, seconded by Trustee Kliman and carried.

**Attendance at Schools and Conferences
Resolution 100-2012**

WHEREAS, there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School; d) Lineman Conferences, etc; and

WHEREAS, attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW, THEREFORE BE IT RESOLVED, Section 1., that the following officers and employees are authorized to attend the schools and conferences: Village Administrator, Village Clerk, Village Treasurer, Deputy Clerk. DPW Crew Chief, Line Crew Chief, Municipal Utility Employees, The Mayor, The Board of Trustees and the Municipal Utility Commissioners. Section 2., That this resolution is effective immediately.

Motion by Trustee Pangallo, seconded by Trustee Kliman and carried.

**Authorizing Payment for Public Utility Services, New York State & Federal
Government Payments, Debt Service Payments, Postage, Freight, Approved
Conference Registration Fees, Group Health Insurance and Aviation Fuel
Resolution 101-2012**

WHEREAS, the Board of Trustees has determined to authorize payment in advance of the audit of claims for public utility services, New York State & Federal Government payments, debt service payments, postage, freight, approved conference registration fees, express charges, group health insurance and aviation fuel; and

WHEREAS, all such claims must be presented at the next regular meeting for audit; and

WHEREAS, the claimant and the officer incurring or approving the claim is jointly and severally liable for any amount the Board of Trustees disallows;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, New York State 7 Federal Government payments, debt service payments, postage, freight, approved conference registration fees, express charges, group health insurance and aviation fuel. All such claims must be present at the next regular meeting for audit and the claimant and the officer incurring or approving the claim is jointly and severally liable for any amount the Board of Trustees disallows.

Motion by Trustee Cooper, seconded by Trustee Kliman and carried.

**Reimbursement of Travel Expense
Resolution 102-2012**

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage, as established by the Internal Revenue Service, as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties;

WHEREAS, that the Board of Trustees will approve reimbursement to such officers and employees at the rate established by the Internal Revenue Service

NOW, THEREFORE BE IT RESOLVED, that this resolution is effective immediately.

Motion by Trustee Cooper, seconded by Trustee Pangallo and carried.

**Establish Bank Depository
Resolution 103-2012**

WHEREAS, the Board of Trustees has determined that Village Law 4-412(3)(2) requires, the designation of banks or trust companies for the deposit of all Village monies do hereby designate Alliance Bank, NA, Hamilton, New York as the official depository for said Village for various funds with a maximum amount of \$10,000,000.00 as stated in the Village Investment Policy;

NOW, THEREFORE BE IT RESOLVED, that the Treasurer of said Village is hereby directed to deposit and keep the funds as designated above, that the Treasurer of said Village is authorized to invest, for the 2012-2013 fiscal year, whatever funds appear to be available in securities or accounts legal for investment by municipalities and as permitted by the Village of Hamilton Investment Policy.

Motion by Trustee Cooper, seconded by Trustee Pangallo and carried.

**Code of Ethics, Comprehensive Computer Policy, Cyber Security Citizens'
Notification Policy, Investment Policy, Workplace Violence Policy
Resolution 104-2012**

WHEREAS, the Board of Trustees for the Village of Hamilton at their organizational meeting has determined the need for the above listed policies: and

NOW, THEREFORE BE IT RESOLVED, that the Village of Hamilton Board of Trustees adopted the following policies: Code of Ethics, Comprehensive Computer Policy, Cyber Security Citizens' Notification Policy, Investment Policy, Workplace Violence Policy.

Motion by Trustee Cooper, seconded by Trustee Pangallo and carried.

Resolution 105-2012 ABSTRACTS (Cooper/Kliman)
Resolution 106-2012 TRANSFERS (Cooper/Kliman)

At a regular or special meeting of the Board of Trustees for the Village of Hamilton, upon motion duly made and seconded, the following Resolution was adopted by a majority of the Board present entitled to vote thereon:

RESOLVED, By the Board of Trustees of the Village of Hamilton that the below listed Abstracts are approved.

<u>Abstracts</u>	<u>Check</u>
<u>Date</u>	
General	
1d	13,590.85
6/22/12	
1e	17,834.49
6/29/12	
2a	13,983.00
2b	16,072.03
7/13/12	
Paid Expenses	21,575.21
2A	146,506.06
Monthly Vouchers	
	7/6/12
Airport	
1d	1,088.43
6/22/12	
1e	813.78
6/29/12	
2a	591.36
2b	1,023.90
7/13/12	
Paid Expenses	30,767.63
2A	4,341.69
Monthly Vouchers	
	7/6/12
Electric	
1d	7,131.18
6/22/12	
1e	8,694.43
6/29/12	

	2a	7,740.77	7/6/12
	2b	6,735.26	
	7/13/12		
	Paid Expenses	61,026.79	
	2A	31,359.31	
	Monthly Vouchers		
Water			
	1d	2,069.65	
	6/22/12		
	1e	1,747.76	
	6/29/12		
	2a	1,837.17	7/6/12
	2b	1,474.98	
	7/13/12		
	Paid Expenses	754.10	
	2A	4,946.35	
	Monthly Vouchers		

Sewer	1d 6/22/12	3,149.28	
	1e 6/29/12	3,473.48	
	2a 2b 7/13/12	2,921.95 3,847.49	7/6/12
	Paid Expenses	727.28	
	2A Monthly Vouchers	10,227.95	
Recreation	2b 7/13/12	6,655.70	
	2A Monthly Vouchers	1,276.97	
Library	1d 6/22/12	1,836.02	
	1e 6/29/12	3,572.39	
	2a 2b 7/13/12	1,865.45 1,747.73	7/6/12
	Paid Expenses	33.29	
	2A Monthly Vouchers	3,302.17	
Gas	2A Monthly Vouchers	4,163.71	
Trust & Agency	Paid Expenses	976.59	
	2A Monthly Vouchers	2,555.19	
Airport/CP	2A Monthly Vouchers	263,093.79	

Motion by Trustee Cooper, seconded by Trustee Kliman and carried.

Resolution NO. 106-2012

At a regular or special meeting of the Board of Trustees for the Village of Hamilton, upon motion duly made and seconded, the following Resolution was adopted by a majority of the Board present entitled to vote thereon: RESOLVED, By the Board of Trustees of the Village of Hamilton that the below listed transfers are approved.

May Transfers

General

FROM:	5-1110.120	Justices-Judges Personal Services	-128.21
TO:	5-1110.110	Justices-Staff Personal Services	128.21
FROM:	5-1210.100	Mayor – Personal Services	-6.00
TO:	5-1210.400	Mayor – Schools, Conf. & Dues	6.00
FROM:	5-1210.100	Mayor – Personal Services	-4.49
TO:	5-1210.470	Mayor – Other Expenses	4.49
FROM:	5-1320.400	Auditor	-1,135.68
TO:	5-1325.100	Treasurer- Personal Services	1,135.68
FROM:	5-1410.100	Clerk – Personal Services	-813.10
TO:	5-1325.100	Treasurer- Personal Services	813.10
FROM:	5-1320.400	Auditor	-1,135.68
TO:	5-1325.400	Treasurer- Schools Conf & Dues	1,135.68
FROM:	5-1325.200	Treasurer - Equipment	-553.38
TO:	5-1325.400	Treasurer- Schools, Conf & Dues	553.38
FROM:	5-1420.400	Attorney	-2,321.23
TO:	5-1325.400	Treasurer- Schools, Conf & Dues	2,321.23
FROM:	5-1910.400	Unallocated Insurance	-5,434.99
TO:	5-1325.400	Treasurer- Schools, Conf & Dues	5,434.99
FROM:	5-1620.450	Salt Brine Bldg.	-2,173.34
TO:	5-1620.100	Buildings – Personal Services	2,173.34
FROM:	5-1410.100	Clerk – Personal Services	-18.78
TO:	5-1620.100	Buildings – Personal Services	18.78
FROM:	5-1910.400	Unallocated Insurance	-2,543.10
TO:	5-1620.400	Buildings – Schools, Conf & Dues	2,543.10
FROM:	5-3310.100	Traffic Control – Personal Services	-2,835.68
TO:	5-3120.100	Police – Personal Services	2,835.68

FROM:	5-3410.100	Fire Dept. – Personal Services	-2,632.62
TO:	5-3120.100	Police – Personal Services	2,632.62
FROM:	5-5010.100	Street Admin – Personal Services	-2,409.71
TO:	5-3120.100	Police – Personal Services	2,409.71
FROM:	5-5010.100	Street Admin – Personal Services	-2,535.19
TO:	5-3120.400	Police – Schools, Conf & Dues	2,535.19
FROM:	5-5010.100	Street Admin – Personal Services	-775.22
TO:	5-3310.400	Traffic Control – Schools, Conf & Dues	775.22
FROM:	5-5010.100	Street Admin – Personal Services	-215.44
TO:	5-3410.400	Fire Dept. – Schools Conf & Dues	215.44
FROM:	5-5010.100	Street Admin – Personal Services	-26.00
TO:	5-3510.100	Animal Control – Personal Services	26.00
FROM:	5-5142.100	Snow Removal – Personal Services	-34.97
TO:	5-5142.450	Snow Removal	34.97
FROM:	5-7110.400	Parks – Schools Conf & Dues	-755.60
TO:	5-7110.420	Parks – Maint - Utilities	755.60
FROM:	5-5010.100	Street Admin – Personal Services	-13.95
TO:	5-7600.400	Syracuse Symphony	13.95
FROM:	5-7110.100	Parks – Personal Services	-2,655.30
TO:	5-8010.100	Zoning – Personal Services	2,655.30
FROM:	5-8160.100	Refuse Coll & Disp – Personal Services	-790.63
TO:	5-8160.400	Refuse Coll & Disp – School, Conf & Dues	790.63
FROM:	5-8160.100	Refuse Coll & Disp – Personal Services	-229.28
TO:	5-8170.100	Street Cleaning – Personal Services	229.28

Airport

FROM:	5-5610.100	Airport – Personal Services	-3,512.78
TO:	5-5610.400	Airport	3,512.78
FROM:	5-5610.100	Airport – Personal Services	-907.80
TO:	5-5610.460	Airport-Contract Op & Mtc	907.80
FROM:	5-5610.100	Airport – Personal Services	-113.34
TO:	5-9030.800	Airport-Social Security	113.34
FROM:	5-9060.800	Airport – Hospital & Medical Insurance	-16.64
TO:	5-9030.800	Airport – Social Security	16.64
FROM:	5-5610.420	Airport-Business Taxes	-2,957.77

TO:	5-5610.430	Airport- Fuel	2,957.77
FROM:	5-5610.410	Airport-Material & Supplies	-17.16
TO:	5-5610.430	Airport- Fuel	17.16
FROM:	5-9710.700	Airport-Serial Bond - Interest	-1,797.60
TO:	5-5610.430	Airport- Fuel	1,797.60

Electric

FROM:	5-8310.100	General Office Salaries	-428.55
TO:	5-1910.400	Insurance Expense	428.55
FROM:	5-8310.100	General Office Salaries	-1,214.68
TO:	5-1950.000	Taxes	1,214.68
FROM:	5-8310.100	General Office Salaries	-862.07
TO:	5-8325.100	Com Mtr Read Collecting	862.07
FROM:	5-8310.100	General Office Salaries	-10,699.02
TO:	5-8326.100	Con Billing & Accting	10,699.02
FROM:	5-8310.100	General Office Salaries	-64.91
TO:	5-8326.400	Misc. Interest Ded	64.91
FROM:	5-8341.100	Oper Dist. Substation	-20,679.00
TO:	5-8340.400	Dist. System Operation	20,679.00
FROM:	5-8342.100	Oper Dist. Lines	-13,814.34
TO:	5-8340.400	Dist. System Operation	13,814.34
FROM:	5-8342.100	Oper Dist. Lines	-1,297.38
TO:	5-8341.400	Oper Dist. Substation	1,297.38
FROM:	5-8345.400	Oper Undgrd Dist. Lines	-1,214.58
TO:	5-8344.400	Repair to Underground Conduct	1,214.58
FROM:	5-8350.100	Repair to Services	-10,302.65
TO:	5-8350.400	Repair to Services	10,302.65
FROM:	5-8342.400	Oper Distrib Lines	-23,000.00
TO:	5-8371.400	Misc. Exp-Transport CR	23,000.00
FROM:	5-9010.800	New York State Retirement	-3,835.19
TO:	5-8371.400	Misc. Exp-Transport CR	3,835.19
FROM:	5-9010.800	New York State Retirement	-2,700.00
TO:	5-9040.800	Workers' Compensation	2,700.00
FROM:	5-9030.800	Social Security	-599.15
TO:	5-9040.800	Workers' Compensation	599.15

FROM:	5-9060.800	Hospital & Medical Insurance	-48.89
TO:	5-9045.800	Life Insurance	48.89
FROM:	5-9060.800	Hospital & Medical Insurance	-43.46
TO:	5-9045.810	Disability Insurance	43.46

Water

FROM:	5-8310.100	Admin – Personal Services	-212.27
TO:	5-8310.400	Admin –Schools, Conf & Dues	212.27
FROM:	5-8320.100	Source of Supply – Personal Services	-3,701.72
TO:	5-8320.200	Source of Supply-Equipment	3,701.72
FROM:	5-8320.100	Source of Supply – Personal Services	-210.44
TO:	5-9030.800	Social Security	210.44
FROM:	5-8320.100	Source of Supply – Personal Services	-2.58
TO:	5-9045.800	Life Insurance	2.58
FROM:	5-8320.100	Source of Supply – Personal Services	-846.77
TO:	5-9060.800	Hospital & Medical Insurance	846.77
FROM:	5-8320.100	Source of Supply – Personal Services	-183.31
TO:	5-9710.700	Serial Bond - Interest	183.31
FROM:	5-8340.400	Trans & Dist	--31,672.86
TO:	5-8340.200	Trans & Dist - Equipment	31,672.86

Library

FROM:	5-9060.800	Hospital & Medical Insurance	-129.48
TO:	5-7410.142	Library - Personal Services	129.48
FROM:	5-9060.800	Hospital & Medical Insurance	-625.75
TO:	5-7410.200	Library - Equipment	625.75
FROM:	5-9060.800	Hospital & Medical Insurance	-1,378.50
TO:	5-7410.410	Library –Materials & Supplies	1,378.50
FROM:	5-9060.800	Hospital & Medical Insurance	-11.52
TO:	5-7410.437	Library – Professional Fees	11.52
FROM:	5-9060.800	Hospital & Medical Insurance	-462.50
TO:	5-7410.460	Library – Contract Op & Mtc	462.50
FROM:	5-9060.800	Hospital & Medical Insurance	-525.69
TO:	5-9030.800	Library - Personal Services	525.69

June Transfers

General

FROM:	5-1990.470	Contingency	-1,680.00
TO:	5-1620.460	Office Building – Contractual Oper & Mtce	1,680.00
FROM:	5-1990.470	Contingency	-101.01
TO:	5-1410.440	Clerk-Contract Oper & Mtce	101.01
FROM:	5-8010.470	Zoning – Other Expenses	-1,000.00
TO:	5-8010.490	Zoning – Vehicle Expenses	1,000.00
FROM:	5-8160.410	Refuse Collections & Disp.-Mat'ls & Supplies	-778.16
TO:	5-9089.810	Employee Benefits – Equipment	778.16
FROM:	5-7110.410	Parks Maintenance.-Mat'ls & Supplies	-139.99
TO:	5-9089.810	Employee Benefits – Equipment	139.99
FROM:	5-9060.800	Hospital & Medical Insurance	-226.66
TO:	5-9089.800	Physicals	226.66
<u>Airport</u>			
FROM:	5-5610.440	Airport – Contract Prof & Tech	-400.68
TO:	5-5610.460	Airport – Contract Oper & Mtce	400.68
FROM:	5-5610.440	Airport – Contract Prof & Tech	-11.34
TO:	5-5610.470	Airport – Other Expenses	11.34

Electric

FROM:	5-8311.100	Executive Dept.	-3,500.00
TO:	5-9040.800	Workers' Compensation	3,500.00
FROM:	5-8320.400	Electricity Purchased.	-58,500.00
TO:	5-8320.100	Electricity Purchased	58,500.00
FROM:	5-8341.100	Oper Dist Substation	-3,500.00
TO:	5-9040.800	Workers' Compensation	3,500.00

Water

FROM:	5-1990.470	Contingency	-660.00
TO:	5-1380.470	Fiscal Agent Fees	660.00
FROM:	5-1990.470	Contingency	-720.00
TO:	5-8310.460	Water Administration – Contract Op & Mtc	720.00

Sewer

FROM:	5-1990.470	Contingency	-720.00
TO:	5-8110.460	Sewer Administration – Contract Op & Mtc	720.00

Recreation

FROM:	5-7320.470	Recreation - Other Expenses	-19.50
TO:	5-7320.410	Recreation - Materials & Supplies	19.50

Mary Ann Henderson, Treasurer

Motion by Trustee Cooper, seconded by Trustee Kliman and carried

Resolution 107-2012

A **motion** was made by Trustee Pangallo to accept the donation from the Hamilton Community Chest as Recreation donations. The **motion** was seconded by Trustee Cooper and carried.

Resolution 108-2012

A **motion** was made by Trustee Pangallo to accept the JBS Dirt request for payment for the Partial Parallel Taxiway A, Phase II. The **motion** was seconded by Trustee Kliman and carried.

Excellus: Treasurer Henderson reported the proposed change to our health insurance is 10.4%. It is time to review options.

NEW BUSINESS

Code Enforcement Officer-Shared Service Review: Tabled

Boards & Commissions-Term Limits: Trustee Kliman would like a discussion with the pros and cons of term limits.

Appointment of Police Officer: Chief Gifford distributed a brief biography on Matthew Janczuk. He introduced Matthew to the Trustees. Chief Gifford reported he passed the background investigation, he would be a full-time officer, this would be a lateral transfer with up to 72 weeks probation. The Chief recommends hiring Mr. Janczuk. Salary will be discussed at a later time. Trustee Cooper stated he would like to know what the role of the Trustee liaison in the hiring process is.

Hiring Policy

Resolution 109-2012

A **motion** was made by Trustee Cooper to establish a policy that from this time forward the department liaison will be part of the interview committee for new hires. The **motion** was seconded by Trustee Pangallo and carried

Mayor Appointments

Resolution 110-2012

A **motion** was made by Trustee Cooper to accept the Mayors recommendations to appoint the following to the Village of Hamilton's Boards & Commissions. The **motion** was seconded by Trustee Kliman and carried

Planning Board: Jen Servedio

ZBA: Kristian Newman

Recreation Commission: Elisa Robertson, Gary Hurta

Historical Commission: Joan Prindle, Mark Manchester

Pedestrian Safety: Jamie Mitchell

Airport Commission: Carl Albrecht, Art Steneri, Harvey Kliman

Tree Committee: Greg Owens, David Craine

Mural Commission:

Village Treasurer & Freedom of Information Officer & Records Advisory Board:
Mary Ann Henderson

Village Administrator & Civil Defense: Sean Graham

Village Clerk: Alana Scheckler

Deputy Clerk: Kim Taranto

Clerk/Treasurer: Terry Joerger

Acting Village Justice: Donald Haight

Dog Control Officer: Larry Butts

Court Clerks: Vivian Phoenix & Wendy Fisher

Village Historian: Jack Loop

Village Attorney: Jim Stokes

Trustee Pangallo introduced a resolution on funding of 5-way intersection improvements. Trustee Cooper did not feel comfortable voting on this without the task force committees involvement. The resolution was tabled.

Court Audit: Treasurer Henderson distributed a quote from Belem, Sheedy and Torani to perform a court audit of \$3,000.00. A **motion** was made by Trustee Cooper to have an external audit for the 2013-2014 fiscal year. The **motion** was seconded by Trustee Pangallo and carried.

OLD BUSINESS

Charters: Tabled

Noise: Tabled

Capital Projects: Tabled

Cultural Arts Center: Tabled

Handbook: Tabled

Website: The Mayor would like to know the stats on usage.

CNS Right-of-Way: The request has been retracted.

4-way Stop on Lebanon/Maple/Eaton Street: Chief Gifford (at the request of the Pedestrian Safety Committee) stated he would give a brief statement regarding this intersection. He supports the 4-way stop. He feels the proper way to proceed is to have an outside agency (either the State or the County) conduct a traffic survey to confirm what the Pedestrian Safety Committee's notions are. A letter was received by the neighbors of this intersection asking for the speed limit to be reduced or monitored. The Colgate Cruiser bus stop has been removed. Carolyn Todd asked if a 3-way stop could be included in the traffic survey.

White Property Agreement: Administrator Graham thought that this might be able to be added on to the EA for this year to get a release from the FAA. It cannot be included. Administrator Graham will be gathering quotes.

RFP for Lebanon Street: Eight engineers attended the meeting on July 9, 2012, and all are interested.

A **motion** was made to enter into an executive session at 8:40p.m. by Trustee Cooper. The **motion** was seconded by Trustee Kliman and carried.

A **motion** to exit the executive session at 9:35p.m. by Trustee Pangallo. The **motion** was seconded by Trustee Cooper and carried.

Resolution 111-2012 Stokes Legal Service Agreement

Village Attorney Annual Appointment RESOLUTION #111-2012

WHEREAS, the Board of Trustees of the Village of Hamilton held their annual reorganizational meeting on July 10th, 2012, and

WHEREAS, the Board of Trustees of the Village of Hamilton from time to time is in need of legal representation, now

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Hamilton appoints James T. Stokes of Stokes Young, PLLC as the Village of Hamilton Attorney, and

BE IT FURTHER RESOLVED, that Stokes Young, PLLC services shall be on an as needed basis and at the discretion of the Village of Hamilton Board of Trustees, and

BE IT FURTHER RESOLVED, that the hourly fee for Attorney time shall be one hundred and sixty dollars (\$160.00) per hour and ninety five dollars (\$95.00) per hour for Paralegal time.

Motion: Trustee Cooper, Seconded: Trustee Pangallo, Carried: Unanimously

Adjournment

There being no further business to come before the Board, Trustee Cooper made a motion to adjourn. The motion was seconded by Trustee Kliman and carried.

The meeting adjourned at 9:47p.m.

Respectfully submitted,

Kim Taranto