

Hamilton Town Board Annual Organizational and Regular Meeting Minutes
Thursday, February 12, 2026, at 6:00 p.m.
Town Hall 38 Milford Street, Hamilton & Via Zoom Videoconferencing

Council Present: Dana Krueger, Travis DuBois, Darrell Griff, Ian Helfant, Erin Childers-Loranty.
Personnel Present: Sue Reymers, Town Clerk; Becky Lennon, Project Manager; Luke Dowsland;
Mike Doyle, Incoming Highway Superintendent
Public In-Person: Susanna McVaugh, Everett Shinn-Rome Sentinel
Public Via Zoom: iPhone.

Call to order & Welcome: The meeting was called to order at 6:00 p.m.

Public Comments: Sue McVaugh expressed her appreciation to the Town Board for their role in working with the NYSDOT on the Route 12B project in addressing concerns of the community. It has resulted in a positive direction for the project.

DEPARTMENT REPORTS:

Highway Superintendent

GENERAL REPAIRS

- Removed ice blockage from culvert pipe on Rhodes Rd.

EQUIPMENT:

- Replaced an air valve on truck 16 and 18.
- Replaced wing bolt on truck 17.
- Replaced driver side front dual brake can on truck 17.
- Truck 18 is at Tracey Road Equipment for a PTO problem.
- Replaced the wiring harness, gasket, and clamps on truck 23's DPF system.

TREE REMOVAL:

- Cleaned up a downed tree on Bonney Rd.
- Cut down a leaning tree on Hill Rd.
- Chip Brush on Bonnie Hill and Alderman Rd.

SNOW REMOVAL:

- Plowed and sanded 35 times.
- Used about 1,260 yards of sand/salt mix and 68,250 gallons of brine.
- Kept up making brine.
- Replaced the cutting edge on Truck 24's plow.

OTHER:

- Attended sexual harassment and workplace violent training.

Highway Garage Update

- Got a quote from Amber well Drilling on well for new shop.

Supervisor/Bookkeeper

2025-2026 SNOW & ICE AGREEMENT:

- \$34,574.24 was received from the County for 12/1 – 12/15/25
- 2026 YTD: \$ 34,574.24
- Pending: \$ 78,453.65
- BUDGET: \$ 115,000.00

GOOD NATURE BREWING PILOT:

- \$1,174.84 was received from GNB

COLGATE GIFT:

- \$96,944.00 was received from Colgate University
 - 3% increase over 2025 donation of \$94,120

MADISON LANE APARTMENT PILOT:

- \$625.90 was received from the Village of Hamilton

2025 AFR:

- The 2025 AFR is pending due to account access
- A draft should be ready by the March 2026 meeting
- Due to the State by April 1st, 2026

END OF YEAR REQUIREMENTS:

- W-2s were available via WorkForce on January 17th
 - Let me know if you'd like a hard copy
- 1099s were e-filed with the IRS on January 22nd

RESOLUTION NEEDED:

Resolved that the bills contained on Abstract #2 have been reviewed by the Town Board and are authorized for payment. Councilmember DUBOIS to sign vouchers. Councilmember HELFANT to sign vouchers in MARCH.

- Annual donations/ payments to the following:

◦ American Legion - Earlville	450.00
◦ Woodlawn Cemetery - flags	450.00
◦ Colgate University - HCPWG	500.00
◦ Earlville Library	2,000.00
◦ Earlville Food Cupboard	1,000.00
◦ Hamilton Food Cupboard	2,000.00
◦ Hamilton Senior Citizens	2,000.00
◦ Hubbardsville Fire District	170,410.00
◦ Partnership for Community Development (PCD)	39,415.00
◦ The Bell Tree	1,000.00
◦ Village of Earlville - Fire Protection Contract	30,657.00
◦ Village of Hamilton - Fire Protection Contract	88,966.00
◦ Village of Hamilton - Concerts on the Green	500.00
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	\$339,348.00

RESOLUTION 2026-25: Audit of Claims

On a motion of Councilmember Helfant, seconded by Councilmember Griff, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the bills contained on Abstract #2 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund A	No.	17	<i>through</i>	52	124,136.77
General Fund B	No.	1	<i>through</i>	12	50,684.02
Highway Fund DB	No.	7	<i>through</i>	21	35,240.20
Street Fire	No.	1	<i>through</i>	3	\$ 290,033.00
Prepays					281.62
TOTAL:					500,375.61

Town Clerk – Sue Reymers

Clerk Month End Report and Cash Disbursement was completed. Bank Statements are reconciled.

Town Income:

- August - \$1,792.73 (\$826.00 Building Permits)
- September - \$2,093.90 (\$1,227.75 Building Permits)
- October - \$3,112.13 (\$2,183 Building Permits)
- November - \$1,320.00 (\$410 Building Permits)
- December - \$2,510.22 (\$1,836.80 Building Permits)
- 2026 January - \$1,071.25 (\$538 Building Permits)

Annual Tasks and more:

- In the new year there are a lot of annual tasks to handle such as informing the various NYS offices of any updated contacts. This is especially important after a local election year.
- Annual Training for Harassment and also Violence were offered so most of the staff took the annually required classes.
- Becky and I met with NBT Mang to review our annual insurance renewal. We have a new sales person as David Craine retired.
- I met with McKenzie Bolan, the new Village of Hamilton Clerk who took over for Kim Taranto who retired in December. We will continue to see how we can collaborate.
- Becky renewed the Sam.gov account for us this year.

Tax Collection:

- We received all of our Tax Collection funds for 2026.
- Next task is to stamp the Tax Roll aka Blue Book for the County, which is a permanent record. It's an out-of-date system to manually stamp the book when all tax collection is in a database and where a report can be generated and included in the book reflecting payments. While the report only has a 6-year retention, if included within the tax roll and stamped as Permanent record, this easily solves the discrepancy. This manual labor wastes staff time. All of the clerks agree this is an out-of-date system that needs updating.

Planning & Zoning:

- Worked with CEO and Deputy to begin updating forms and creating new ones.
- Training is scheduled for March 4 & 5. Nan Stolzenburg is working on a training program. Most of the time will be spent on the Subdivision Regulations as they had the most significant changes to the requirements for the creation of new lots. A Subdivision Application came in but is being modified once more and is anticipated for the March Planning Board Meeting. We will use this application to walk through a scenario for the training.

Resolution to Approve Minutes for January 8, 2026.

RESOLUTION 2026-25a: Approval of Minutes for January 8, 2026.

On a motion of Councilmember Griff, seconded by Councilmember DuBois, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the minutes from January 8, 2026 be approved.

Codes Enforcement Officer – *Respectfully submitted by Chuck Ladd*

January Activity;

- Conclude and file older open permits.
- Attend Tuesday morning staff meetings when scheduled.

- Meet and inspect flooding issue at Restore NY Grant house on Poolville Rd. with Town Highway Superintendent.
- Correspondence with homeowner on Horton Rd. for previously permitted structure that requires a permit/design modification from an Engineer.
- Larkin Rd STR final inspection.
- Investigate online for potential STR's that are advertised illegally per Zoning Code.

Project Manager

January Activity;

Assessor:

- Intaking exemption renewals
- Making phone call reminders to residents
- Entering sales/merges & splits
- Preparing for March 1 Taxable Status Date

Project Manager:

- Scheduled zoom/in person class for NYS mandatory training
- Meeting with Jocelyn, Michael, & Sue about Restore NY Grant Disbursement Agreement, working with attorney on document review
- Coordinating with Sue and Nan for new zoning law training
- Helping in the Clerk's office

COMMITTEE & LIAISON REPORTS:

Liaison to Villages of Earlville – Darrell Griff

They had a meeting on January 13. They held a public hearing on Time Warner contract. They hired Delaware Engineering (DE) to go through their water lines and do the background work on that. They don't need anything from the town until that report comes in from DE. Their work will encompass the Hamilton and Sherburne side of the Village. The Village is working on their budget; addressed some fire department issues.

They created a new Parks and Rec Commission, which is being headed up by Mark Golden. They are looking for volunteer members. The creation of the commission gives them more options for funding. They discussed the Earlville Days and the Block Party. They talked about the grant for the park (\$643,000). The DPW put in a request for uniforms. They also had some equipment issues in dealing with the sidewalks. It was not a commercial grade like they were told.

Liaison to Village of Hamilton – Ian Helfant

Unable to attend the meeting because of conflicts. Agendas are always last minute. Hopefully, he will attend the next meeting.

Cemetery Committee – Ian Helfant, Erin Childers-Loranty

Nothing to report.

Hamilton Climate Action – Ian Helfant, Erin Childers-Loranty

Ian shared that they sent in their materials for the application to renew the CSC certification. Have not heard back yet. It should be ok as we have enough points. Decisions are mid-April, but they will reach out prior to if anything needs fixing, which is new this year.

Partnership for Community Development Liaison – Travis DuBois

Next meeting is next week. Good news is that the PCD sold the house.

Liaison to SOMAC – Travis DuBois

Travis has not heard back from Morgan.

Highway & 9 Mile Park Committee – Travis DuBois, Darrell Griff

Travis reported that they met briefly about a month ago. Mostly to see how the new Highway Superintendent. They need to schedule a meeting soon, especially with the highway garage.

Darrell asked about a bid for the new well to be drilled and asked what needs to be done. Luke jumped in. In order to finish designing the water system for the new garage, they need to know how much flow we have and what the water is. We want to get the well drilled sooner than later in order to finish designing the water treatment system and know capacities for storage tanks. Darrell asked if we needed a resolution. Cost about \$7,800, depending on the # of feet needed to drill. Final cost could be much higher. Mike Doyle has the bid at the office. Discussion about procurement policy, which states 3 quotes needed. One vendor would not quote due to its prevailing wage work. Needs to be discussed at the next committee meeting.

Supervisor’s Report: Madison County Activities

Supervisor Krueger attended board retreat at Delphi Falls which was for the board to come up with goals for the county for the year. Part of the meeting included department heads. EMS, economic development, comprehensive plan, shifting locations of services. The meeting was open and communicative. Jim Cunningham and Mark Simone did a really good job organizing it. In past years, the chairman of the board decided on the direction and the goals for the year, but Jim wanted everyone on the board to bring their own ideas to the table. It’s a good change.

Dana will be working on one of the goals, a short-term goal, to come up with a non-profit policy. It’s for when non-profits apply to the County for funding. There has been a lot of inconsistency over the years and how it’s been handled. They need a policy to adhere to. Dana will be attending the NYS Association of Counties Conference in Albany. People from Madison County actually serve on the state committees and are respected. Madison County participates in a lot of things at the state level, whether it be through committees or initiatives. There is a group going to talk to the Governor about the funds from the casinos and how they are distributed.

SPECIAL PROJECTS:

Housing Project: Restore NY Grant –

Under new business.

OLD BUSINESS: None.

NEW BUSINESS:

New mileage rate resolution for .725 per mile

RESOLUTION 2026-25b: Authorize Mileage Reimbursement Rate at .725 cents per mile

On a motion of Councilmember DuBois, seconded by Councilmember Helfant the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the 2026 town mileage reimbursement rate be in accordance with NYS & Federal rate of .725 cents per mile.

Luke Dowsland, Highway Department Recognition Resolution

RESOLUTION 2026-26: RECOGNIZING LUKE DOWSLAND FOR 3,154 DAYS OF SERVICE WITH THE HIGHWAY DEPARTMENT AND AS HIGHWAY SUPERINTENDENT

WHEREAS, the Town of Hamilton has been fortunate to benefit from the dedication, loyalty, and leadership of Lucas (“Luke”) Dowsland, who has faithfully served the Town Highway Department for eight years, seven months, and 18 days, consistently demonstrating an unwavering commitment to maintaining and improving the Town’s roads, infrastructure, and public safety, and

WHEREAS, working long hours and responding during storms and emergencies, and contributing greatly to the effective and efficient operation of the Highway Department through his reliability, integrity, and steadfast service to the residents of the Town of Hamilton; and

WHEREAS, Luke has never been one to settle for mediocrity, consistently challenging processes, questioning assumptions, and pursuing solutions that mitigate issues and increase efficiency; and

WHEREAS, his willingness to share bold “left-field” ideas has sparked innovation, improved operations, and reminded us that progress often begins with thinking differently; and

WHEREAS, Luke has worn many hats in service to the Town—often simultaneously—and has done so with professionalism, resilience, and good humor; and

WHEREAS, his quick wit, lighthearted spirit, and ever-present smile have brightened Town offices and meetings alike, strengthening morale and camaraderie; and

WHEREAS, Luke has embodied the spirit of leadership and aspiration—proving himself time and again to be an eagle, not a duck—soaring above challenges rather than settling into the ordinary; and

WHEREAS, whether wearing his many hats or his proverbial fireman’s cape, Luke has approached his work with courage, determination, and a genuine desire to serve;

WHEREAS, the Town Board recognizes that the strength of the community is built upon the dedication of individuals like Luke, whose years of service have had a lasting impact on the Town and its residents;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Hamilton, on behalf of all residents, hereby expresses its sincere appreciation to Luke Dowsland for tenure of outstanding service, commitment, and dedication to the Town Highway Department; and

BE IT FURTHER RESOLVED, that the Town Board extends its heartfelt gratitude and best wishes to Luke in his efforts at Madison County; and

BE IT FURTHER RESOLVED, that Lucas Dowsland be furnished a copy of this Resolution, which is spread upon the minutes of the February 12, 2026 Town Board Meeting.

On a Motion of Travis DuBois, Seconded by Darrell Griff
Resolution was unanimously ADOPTED by the Town Board
Dana Krueger, Travis DuBois,
Darrell Griff, Ian Helfant, Erin Childers-Loranty

Proposed Planning and Zoning Fee Schedule Resolution

Board reviewed the proposal and memo from Chuck and Elisa. Brief discussion.

RESOLUTION 2026-27: Approval of updated Planning & Zoning Fee Schedule

On a motion of Councilmember DuBois, seconded by Councilmember Griff, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the proposed fee schedule for Planning & Zoning with the adoption of the new Zoning Law and Subdivision Regulations be updated as follows:

Subdivision – MINOR	\$ 350.00; \$ 25.00 per lot (up to 4)
Subdivision – MAJOR	\$ 450.00; \$ 50.00 per lot (over 4)
Special Use Permits	\$ 350.00 (includes Site Plan Review)
Site Plan Review	\$ 350.00 (only when just a Site Plan is needed, No SUP)
Modified Site Plan Review	\$ 350.00
Variance	\$ 350.00

Solar Maintenance Agreement

RESOLUTION 2026-28: Authorization for Supervisor to sign Annual Contract with Revolution Solar

On a motion of Councilmember Helfant, seconded by Councilmember DuBois, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Town Supervisor be authorized to sign an annual contract with Revolution Solar for an Annual Service Plan, cost \$250.00, to be renewed annually.

Bookkeeper Contract Amendment

RESOLUTION 2026-29: Authorization for Supervisor to sign an amendment with our current Engagement Letter with Bryn on the Books, LLC

On a motion of Councilmember Griff, seconded by Councilmember Helfant, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Town Supervisor be authorized to sign an amendment with our current contract with Bryn on the Books, LLC pertaining to the payroll structure under the existing 2025-2028 Engagement Letter.

Restore NY Resolution & SEQR

Supervisor Krueger reviewed the Short Environmental Assessment Form.

RESOLUTION 2026-30: RESOLUTION IN FURTHERANCE OF THE TOWN OF HAMILTON’S PARTICIPATION IN THE RESTORE NY GRANT PROGRAM

The following resolution was offered by Councilor DuBois, who moved its adoption, seconded by Councilor Helfant, to wit:

WHEREAS, the Town of Hamilton, New York (the “Town”) has previously considered strategies to promote new workforce housing within the Town; and

WHEREAS, the Town has pursued Restore NY funding made available through Empire State Development (ESD) for purposes of funding rehabilitating and/or demolition of structures and acquisition of vacant and under-utilized lands and housing (the “Project”); and

WHEREAS, the Partnership for Community Development (PCD) serves as facilitator for the Project; and

WHEREAS, it has been previously determined that the Project will result in substantial benefit to the Town of Hamilton and its residents in the form of good quality housing; and

WHEREAS, the Town of Hamilton Town Board has previously held a public hearing on January 12, 2023 to obtain input and comments from residents of the Town with regard to the Project and the ESD Program as administered by PCD; and

WHEREAS, a previous public hearing has been held and closed; and

WHEREAS, the Town has identified multiple projects to benefit from participation in the Program and its funding; and

WHEREAS, pursuant to Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the Environmental Conservation Law of New York (SEQRA), requires that as early as possible and within twenty (20) days after submission of a proposed action or undertaking of an action, an involved agency shall make a determination whether a given action is subject to the aforementioned action; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of the action, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed action, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the action is an Unlisted Action for purposes of environmental review under SEQRA; and

WHEREAS, the Town Board has determined that a Short Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, the said EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered undertaking the action, including a consideration of the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the potential impacts which may be reasonably expected to result from said action.

NOW, THEREFORE, IT IS RESOLVED AND DETERMINED that the undertaking of the action for participation in the Restore NY Funding Program for the deconstruction and rehabilitation and/or demolition and reconstruction of six (6) vacant homes, as set forth in the Project application materials and as supported by the Program is beneficial to the Town and its residents; and it is further

RESOLVED AND DETERMINED that there are no other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQRA review; and it is further

RESOLVED AND DETERMINED that after a careful review of Parts 2 and 3 of the Short Environmental Assessment Form submitted in this matter and the responses to each question concerning any potential environmental impact as small or non-existent, the Town Board has determined this action shall have no adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED that this Board adopts the Negative Declaration incorporated herein and instructs counsel to make the required filing and publication of same; and it is further

RESOLVED that the Town's legal counsel shall take such other actions which may be necessary pursuant to the requirements of 6 N.Y.C.R.R., Part. 617; and it is further

RESOLVED that the Town Supervisor is hereby authorized to take any additional actions necessary to accomplish the purposes of the proposed Project as set forth above without additional Town Board authorization.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Erin Childers-Loranty	Councilor	Voted	Yes
Ian Helfant	Councilor	Voted	Yes
Darrell Griff	Councilor	Voted	Yes
Travis DuBois	Councilor	Voted	Yes
Dana Krueger	Supervisor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Introduction, Short Environmental Assessment Form (EAF), and Scheduling of Public Hearing of Local Law A of 2026: “A Local Law to Prevent and Control Excessive or Unreasonable Noise in the Town of Hamilton”

- 1) REVIEW THE SHORT ENVIRONMENTAL ASSESSMENT FORM
- 2) INTRODUCTION RESOLUTION SCHEDULING PUBLIC HEARING for 3/12/26, 6 pm

Ian asked about Section 6: Exemptions #7 on Page 4. After some discussion, it was decided to make a small edit to clarify the intent of that sentence. Edit is as follows:

*“Sounds created by light residential home equipment, including, but not limited to, lawn mowers or other home power tools, **and activities** such as tree removal and processing wood for home heating.”*

RESOLUTION 2026-31: Environmental Assessment Form Review, Introduction of Proposed Local Law A of 2026 & Scheduling of Public Hearing for “A Local Law to Prevent and Control Excessive or Unreasonable Noise in the Town of Hamilton”

Councilor Darrell Griff introduced proposed Local Law No. A-2026, titled “A Local Law to Prevent and Control Excessive or Unreasonable Noise in the Town of Hamilton,” which Local Law would establish regulations so that it shall be unlawful for any person to make, continue, cause to be made, or permit to be made any excessive or unreasonable noise within the geographical boundaries of the Town of Hamilton, and made the following motion, which was seconded by Councilor Ian Helfant:

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Hamilton, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the adoption of said Local Law is an unlisted action for purposes of environmental review under SEQRA; and

WHEREAS, the Town Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

WHEREAS, said EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED that the Town Board has determined this action shall have no significant adverse impact on the environment; that, accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further;

RESOLVED AND DETERMINED that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. A-2026 at the Town Hall located at 38 Milford Street in the Town of Hamilton on **March 12, 2026 at 5:00 p.m.**, or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Erin Childers-Loranty	Councilor	Voted	Yes
Ian Helfant	Councilor	Voted	Yes
Darrell Griff	Councilor	Voted	Yes
Travis DuBois	Councilor	Voted	Yes
Dana Krueger	Supervisor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

CONCERNS OF TOWN BOARD:

Board discussed the time of the Town Board Meetings and made an adjustment. Meetings are still on the 2nd Thursday of the month. New Times are as follows:

January-April, November & December – Meetings start at 5 p.m.

May – October – Meetings start at 6 p.m.

Clerk Reymers will advertise the new hours.

EXECUTIVE SESSION

RESOLUTION 2026-32: Executive Session

On a motion of Councilmember Helfant, seconded by Councilmember DuBois, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that this Board move into an Executive Session for personnel at 6:50 p.m.

Staff members were asked to leave the meeting.

Respectfully submitted,
Suzanne K. Reymers, RMC
Town Clerk

RESOLUTION 2026-33: Return to Regular Session

On a motion of Councilmember DuBois, seconded by Councilmember Helfant, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board return to regular session at 7:32 p.m.

With no further business, on a motion of Councilmember DuBois, seconded by Councilmember Helfant, the meeting was adjourned at 7:32 p.m. Carried unanimously.

Dana Krueger, Town Supervisor, Secretary Pro Tem