

# Town Of Hamilton

Regular Monthly Board Meeting  
July 2<sup>nd</sup>, 2020. 7:00pm

Present: Mayor Goodrich, Commissioners: Kerry Spivey, Linda Goodrich, Patricia Morring, Judith Stewart and William Freeman.

Meeting called to order and welcomed by Mayor Goodrich.

Prayer by Commissioner Judith Stewart  
Pledge to the Flag: By all.

Review of previous minutes from 06.03 budget workshop, was noted that the minutes needed to be amended for incorrect spelling of Pendergrat/ Hamilton Ridge.

Motion to approve previous minutes from 06/03 Special Call meeting made by Commissioner Goodrich, Seconded by Commissioner Spivey. Unanimous Decision 5-0.

Motion to approve Minutes from 06/04 Monthly Board meeting made by Commissioner Stewart Seconded by Commissioner Freeman. Unanimous Decision 5-0

Motion to approve Minutes from Public Hearing 06/22 at 7:00 pm made by Commissioner Spivey, Seconded by Commissioner Morring. Unanimous Decision 5-0.

Motion to approve Public Hearing on 06/03 at 7:15 pm by Commissioner Freeman, seconded by Commissioner Stewart. Unanimous Decision 5-0.

## Old Business:

In regards to a question asked by Town Resident Mrs. Randolph, Mayor Goodrich addressed the tax rate which increased for the new fiscal year 20-21. It was previous asked if this affected vehicle tax as well as property tax and after verifying the information it was determined that the Vehicle Tax was also increased along with property tax.

In regards to previously stated information about speed bumps in the Town of Hamilton the Board stated that they would be looking into the financing of the speed bumps further. With the possibility of assistance from the county on the financial burden they would place on the town, as well as the best placement options before proceeding further.

## New Business:

Dr Landon Mason, from the Economic Improvement council, came to update the Town of Hamilton Board as well as those in attendance on how the Head Start program was doing, as well as the fact that there would be a free towel distribution on Tuesday July 7<sup>th</sup> from 10:00am-2:00pm for all Martin County Town Residents. It was stated that they felt the need to center it in Hamilton to be able to have these things for our town residents and allow them to have access to the generosity that Head Start was shown by their partner Goods 360. It was also stated that in further generosity from Goods 360 they would be donating a total of more than 2 Million dollars' worth of household goods to the Martin County area and this will be open to all residents of Martin County. The board was informed that with the generosity of Goods 360 all the economic improvement council was required to pay was the taxes on each eighteen wheeler, of which they received 11. And that in return if the Town of Hamilton felt the urge to make any donation to the Economic Improvement Council to offset that cost it would be greatly appreciated.

Maintenance Supervisor Michael Maskell made a presentation to the Town of Hamilton Board regarding different equipment and items that needed to be purchased for the town. This was conducted in a spreadsheet which stated the overall requested amount from the maintenance department was in total \$36,660.30 with \$33,260.30 being state regulated. Information on state regulated items were in the way of 2 chlorine gas detectors as well as 2 E Pro Closure Systems, one for each well. With the other \$3,400.00 that was being requested being for the rewiring of the emergency generators that were not currently



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operations which left the town open to a possible issue in the event of an outage. As well as Trailers for a mosquito sprayer since the previously used Mosquito sprayer was deemed to be owned by the Town of Oak City which was no longer offered to the Town of Hamilton for use. As well as a Plate compactor for future road repair which would cut down cost on the town in the future tremendously. One item not listed on the supporting documentation was a wood chipper which was not quoted at that time but mentioned to the Town of Hamilton Board, as being an item that may need to be purchased as soon as able to alleviate the are previously known as the "dump site." The dump site being an area in town in which yard debris was previously being disposed of on town property. Maintenance Supervisor had contacted state to find out regulations, states that if we are able to get the area down to less than a mile and repurpose the debris we gather we will then be within regulations.

Commissioner Spivey noted that most of what Maintenance Supervisor Maskell was speaking about were needs for the town, especially the state regulated items like the chlorine items and the generators but both Commissioner Spivey and Commissioner Freeman both currently and previously holding ORC positions for the Town of Hamilton felt that before we approved the Chlorine items that held the most monetary value on the requested items that they should be looked into further. With regards to making sure we are getting the most cost effective and long term items that we are able to for the Town of Hamilton. Maintenance Supervisor Maskell stated that the other items all fell relatively within budget, where the trailer would be able to come out of the Mosquito spraying section of the budget, as well as the possibility of putting the compactor for fixing potholes on the Powell Bill Funds. Motion was made to approve the purchase of Plate Compactor estimate price of \$1,200.00; the trailer estimate price of \$2,200.00 and the rewiring of the three emergency generators' price of \$2,904.30 by Commissioner Spivey, Seconded by Commissioner Stewart. Unanimous Decision 5-0. Motion Approved.

Next order of business was the review of the proposed Personnel Policy for adoption. Commissioner Freeman noted that he had items that needed attention and to be changed,

Changes that were noted and made adjustments in the proposed policies were as follows.  
1) 2 Holidays had been forgotten from original policy and needed to be added back. Martin Luther King Jr Day and Memorial Day.

2.) Commissioner Freeman wanted to verify the legality of the statement that says that a Town employee may except a NON BUSINESS gift in the amount of no more than 50.00. Examples from other Commissioners were given in what this refers to as if someone gave them a present for Christmas or brought them baked goods for a birthday or holiday. But wanted to make sure that it was not going against the General Statue .

3.) As well as adding in a stipulation that the Maintenance Supervisor or whomever is to be in charge of the employees that work for the Maintenance Department in the future would need to verify the hours of the employees on the time sheets and sign off on it.

Motion was made by commissioner Spivey to approve the Personnel Policy with all the changes that had been requested from Commissioner Freeman added into the new Personnel Policy. Motion was Seconded by Commissioner Morring. Decision 4-1 Commissioner Freeman Opposed. Motion Carried.

## **All changes that were requested were add/changed/ noted in the newly adopted personnel policy**

With regards to the personnel policy that was previously adopted it would cause there to be extra hours from a previous amendment to the personnel policy on 02/28/2020 changing the way the employees were receiving personal time. It was noted by the clerk/finance officer to make it simpler for record keeping it was suggested that we pay out all accrued personal time that was earned between 02/28/2020 and 07/02/2020. A spreadsheet was given to show the amount per person and the current allotment the employees were given with the beginning of the Fiscal year 20-21. Motion was made by Commissioner Spivey to pay out all outstanding personal time hours presented to the board Seconded by Commissioner Morring. Unanimous Decision 5-0. Motion Approved.



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Town Clerk Megan Hemenway presented a proposal to the Board to donate time to the Town of Hamilton for the purpose of reorganizing the files, consolidating duplicate files, relabeling and getting better prepared for the upcoming audit. It was brought up by Commissioner Spivey that it may not be legal, depending on whether it was seen as though I would be acting as a town resident and not an employee. It was noted by multiple commissioners that if there was to be things done for the town that they should be paid for by the town. Unanimous Decision 5-0 to deny donation of time by Megan Hemenway.

Presented to the board was a resume for Lawyer R Lynn Coleman from Cary to replace James and Peele as the Town of Hamilton Lawyer. Charging price were noted to be comparable to our previous town lawyer. Motion made to appoint R Lynn Coleman as the Town of Hamilton Lawyer and hire their firm for their legal services. Seconded by Commissioner Goodrich. Unanimous Decision 5-0. Motion approved.

Use of the old town hall was proposed to the board to be used as a "take a book leave a book"/Library of sorts. Was decided to be tabled until a workshop could be done to discuss this further.

## **Review of Monthly Financial Reports:**

Motion made to approve financials. Motion made by Commissioner Spivey, Seconded by Commissioner Stewart. Unanimous decision 5-0.

## **Town Comment:**

Town Resident Mrs. Randolph, commented and thanked the Board and the Maintenance Supervisor for their prompt attention to the situation in which her lights went out. But noted that the abandoned houses around the town seemed to be taking a long time, and wanted to know where we stood on that front. Previous Commissioner Williams as well as Current Commissioner Spivey both agreed that it had been a long process since they started previously. That the old board was able to send out letters and start the process as well as get one or two structures demolished. Mr. Williams also noted that Mid East should be our next step for the abandoned houses issue. It was noted that this was something the current board is working on and will continue to work on as time moves forward.

It was questioned by Mr. Williams, about total receipts being at 100% for the FY 19-20 considering the impact the town has had because of the Covid-19. It was explained that it should be 100% of the estimated collection amount not the amount billed to the customers but that clarification with the bookkeeper was more than welcome.

## **Mayors Report:**

Mayor Goodrich, No report or comment at this time

## **Commissioners Reports:**

Commissioner Spivey- It was noted that there was an issue with the CCR (consumer confidence report) with the notification. It did not go out on the May bills, and didn't go in the newspaper. The notification was sent out via the One Call phone system, but it was not noted till after that, that it was not a viable option of notification. It will be going out on the June Bills. However the CCR is Federally Mandated and that there is a possibility for a violation from the EPA for this. However we will not know until we get information back from the commission.

Commissioner Goodrich- Wanted to inform everyone that the rate the board that was sent out on the last news letter is still being received with positive feedback at the moment. As well as the fact that there is little new information on the Verizon tower, but it was noted that in August Oak city's Tower should be up and running. It was also conveyed that this may help signal in the future, but it is unknown at this time, but it does open the possibility for a booster in the future to assist the town residents in cell signal strength.

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Commissioner Morring- Notifying everyone that the meals on wheels program has been up and running, at the present moment there are 11 meals that they deliver to home bound residents and that it seems to be going well and smoothly at this time. Also to mention signage for the entrances to Hamilton, Commissioner Morring presented two signs for those that are town residents to vote on. Copies of both proposed images will be sent out in the news letter going out in the June bills, as well as posted in Town Hall for people to vote.

Commissioner Stewart-Noted that the beautification is going well, still have a few shrubs to plant but that everything is coming together nicely at this time. Flowers have been put in pots around town and placed where the empty pots were before.

Commissioner Freeman- No report or comment at this time

No Closed Session meeting necessary at this time.

Motion to adjourn board meeting made by Commissioner Spivey , Second by Commissioner Morring.  
Unanimous decision 5-0 .

Meeting adjourned.

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Mayor

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Town Clerk

## New Business

Motion to move the funds from the CMT Electric CD Fund, into the Electric Fund to the amount of \$10,000.00 made by Commissioner Spivey. Seconded by Commissioner Goodrich. Unanimous decision, motion carried 5-0.

Motion to approve the use of the Morris Lynde center for the food pantry's use, as long as continuing to allow it to be used for other purposes, made by Commissioner Spivey, Seconded by Commissioner Freeman. Unanimous decision, motion carried 5-0.

## Review of Monthly Financials

Motion to approve the monthly financials made by Commissioner Spivey, Seconded by Commissioner Morring. Unanimous decision, motion carried 5-0.

## Town Comments

Town resident Mr. Jinger brought issue of another accident possibly involving a car and a child, as well as for children involved by walking at the road. It is the responsibility of the Board to contact the authorities for this, of which the town is aware of the situation.

Another resident requested an update on the Morris Lynde center for the food pantry's use, as long as continuing to allow it to be used for other purposes, made by Commissioner Spivey, Seconded by Commissioner Freeman. Unanimous decision, motion carried 5-0.