

JANUARY 4, 2016

The Organizational meeting of the Town of Hartland, County of Niagara, State of New York, was held on the above date at the Town Hall, 8942 Ridge Road, Gasport convening at 7:00 p.m.

Justice Brian Gross administered the oath of office to newly elected officials prior to calling the meeting to order.

Supervisor Annable appointed F. David Snyder to a one year term to the Town Board. Councilman Gross resigned as of December 31, 2015 to serve as Town Justice. Clerk Boyler administered the oath of office.

Members of the Board present:

Supervisor: W. Ross Annable

Councilman: F. David Snyder
Joseph Reed
Daniel Hill
Clifford Grant

Attorney: Daniel Seaman
Hwy /Water Supt: Keith Hurtgam
Assessor/CEO: Michael Hartman
Attended by: Sign in sheet attached

Supervisor Annable called the meeting to order with all present standing for the pledge to the flag.

Supervisor Annable read and called for authorization of the following:

RESOLUTION 1-2016

REORGANIZE

MOTION by Councilman Hill and seconded by Councilman Reed to approve the following appointments:

Assessor Michael Hartman
Bingo Inspector Dennis Bailey
Budget Officer W. Ross Annable
Building and Grounds Keith Hurtgam

Court Clerk	Katherine Hirner
Deputy Hwy Supt	Christopher Jenks
Deputy Supervisor	F. David Snyder
Deputy Water Supt	Christopher Jenks
Dog Control Officer	Joel Winters
Dog Control/ per diem	Barbara Turrell
Historian	Norman LaJoie
Highway Administrative Assistant	Janet Slack
Records Management Officer	Cynthia Boyler
Registrar Vital Statistics	Cynthia Boyler
Registrar – Deputy	Judith Slabyk
Registrar (sub)	Katherine Hirner
Supervisor’s Confidential Sec’ry	Judith Slabyk
Deputy Tax Collector	Cynthia Boyler
Town Clerk Deputy part-time	Judith Slabyk
	Audrey Jones
Water Superintendent	Keith Hurtgam
Water Billing Clerk.....	Judith Slabyk
Water Maintenance Clerk.....	Janet Slack
Sub Town Clerk part-time	Katherine Hirner
Part Time Clerk	Audrey Jones
CEO/ Zoning	Michael Hartman
Ayes: 5 Nays: 0.	
ADOPTED	

The Supervisor read the following salaries:

Assessor	47804.00
Bingo Inspector	40.00/MO
Budget Officer	4875.00
Building & Grounds	1755.00
Clerk Part Time	10.00-21.00/HR
Councilman	5661.00 (4)
Court Clerk	19.53/HR
Dog Control Officer	7200.00
Dog Control per Diem	20.60/HR
Highway Superintendent	44580.00
Keith Hurtgam	
Highway Supt. (Deputy)	3536.00
Highway Administrative Asst.....	43852.00

Historian	6534.00	
Town Justice	16979.00	(2)
Joanne Sullivan		
Brian Gross		
Registrar Vital Statistics	2316.00	
Records Management Officer	733.00	
Supervisor	16855.00	
W. Ross Annable		
Supervisor's Confidential Sec'ry	20.55/HR	
Tax Collector	7789.00	
Katherine Hirner		
Town Clerk	44024.00	
Cynthia S. Boyler		
Town Clerk Deputy	15-21.00/HR	
Water Superintendent	32583.00	
Water Supt. (Deputy)	1770.00	
Water Billing Clerk.....	3290.00	
Water Maintenance Clerk.....	5579.00	
Zoning/Enforcement Officer	11951.00	
Typist Part Time	10.00-21.00/HR	
<u>Following as per union schedule:</u>		
M.E.O.	24.25/HR	
Truck Driver	23.45/HR	
Auto Mechanic	24.25/HR	
Laborer	23.25/HR	
MEO P/T	10.00 – 24.25	
Auto Mechanic P/T	10.00 – 24.25	
Truck Driver P/T	10.00 – 23.45	
Laborer P/T	7.25 – 23.25	
Chairpersons	50.00/Meeting	
Board Members	45.00/Meeting	
Sec'ry of boards	60.00/Meeting	
Board Assessment/ Review	125.00	
	150.00 CH	
Summer Rec. Director	1600.00	
Asst. Director	1300.00	
Leader	1000.00*****\$11.00 per	
hour		
Election Machine Inspector & Custodian .	10.00 Per machine	

Equipment Rates set at State Rates
Mileage57.5 cents/mile
Engineer designated by the Town/per Diem basis: Mark Seider

RESOLUTION 2-2016

MOTION by Councilman Reed, seconded by Councilman Hill to approve the salaries and rates as read.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 3-2016

MOTION by Councilman Hill, seconded by Councilman Reed to contract with Seaman & Norris LLP on a set rate of \$ 24,000.00 per year, set to be paid in monthly installments.

Ayes: 5 Nays: 0 ADOPTED

Attorney designated by the Town:
Seaman & Norris LLP \$ 24,000.00

RESOLUTION 4-2016

MOTION by Councilman Snyder, seconded by Councilman Grant to approve the following:

Town board meetings second Thursday of month
7:30 p.m.
Official Newspaper Lockport Union Sun & Journal
Bank..... M&T and Bank of Castile
Finance Committee Deputy Supervisor, F. David Snyder
Two alternating Councilman

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 5-2016

MOTION by Councilman Snyder, seconded by Councilman Gross to file Annual report with the State Comptroller March 01, 2016 in lieu of February 01, 2016 with the Town Clerk.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 6-2016

MOTION by Councilman Reed, seconded by Councilman Snyder to appoint Daniel Seaman , Brian Seaman, Michael Norris and David Haylett as Town Prosecutors.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 7-2016

MOTION by Councilman Snyder, seconded by Councilman Hill authorizing schooling for Elected and Appointed Officials, Water Superintendent, Code Enforcement Officer, Assessor and Dog Control Officers when school pertains to respective jobs.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 8-2016

MOTION by Councilman Gross, seconded by Councilman Hill to approve the following boards and Chairpersons:

Zoning Board of Appeals

(5 year term)

Steve MacEvoy.....	12/31/2018	Chairman
Richard Gerou.....	12/31/2019	reappoint
Clifford Johnston.....	12/31/2017	
Margaret Zaepfel.....	12/31/2016	
Cheryl Confer	12/31/2020	
Margaret Darroch.....	12/31/2016	Secretary
Board meets 4 th Monday of month		

Planning Board

(5 year term)

Robert Harris.....	12/31/2020	Chairman reappoint
James Haight.....	12/31/2018	
Beverley Snell.....	12/31/2017	

Merle Snell..... 12/31/2016
Margaret Darroch12/31/2016 Secretary
Board meets 3rd Thursday of month

Board of Ethics

Nathan Harris.....12/31/2020 reappoint
David Melius..... 12/31/2019
Dennis Brown.....12/31/2018
Matthew Costello..... 12/31/2017
Paula Dahlke..... .12/31/2016

Board of Assessment Review

Harvey Lyndacker.....09/30/2020 reappoint
Darrin O'Shea.....09/30/2019
Patrick Ginavan.....09/30/2016
Susan Grant09/30/2018

Ayes: 5 Nays: 0 ADOPTED

Hartland Recreation Committee

Edwin McKee, Chairman
Joan McKee
Judy Slabyk
Darin O'Shea
Jan Nichols Secretary
Board meets first Monday of March – November

Truck Driver

Scott Arnold
Joseph Woodmancy
Gary Gorrow - PT

MEO

Christopher Jenks
Daniel Class
Michael Hill

Mechanic

Paul Hessel - PT

RESOLUTION 9-2016
PROCUREMENT POLICY

MOTION by Councilman Reed, seconded by Councilman Snyder that the board has reviewed the Procurement Policy and has found it to be adequate and wishes to renew it.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 10-2016
OFFICIAL UNDERTAKING

MOTION by Councilman Reed, seconded by Councilman Snyder to accept the document entitled “ Town of Hartland Official Undertaking of Municipal Officers” as to its form and manner of execution and the sufficiency of the insurance and further resolved the said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 11-2016
INVESTMENT POLICY

MOTION by Councilman Reed , seconded by Councilman Snyder to adopt the established Investment Policy dated 05/94 for the year 2016.All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 12-2016

MOTION by Councilman Snyder, seconded by Councilman Hill to authorize the Highway Superintendent to assist in a demolition at the request of the Fire Chief.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 13-2016

MOTION by Councilman Reed, seconded by Councilman Snyder to authorize the prepayment of utility bill, contracts and postage.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 14-2016

CONTRACTS

MOTION by Councilman Hill, seconded by Councilman Snyder authorizing Supervisor to sign contracts for accounting Linda Greig, Niagara County Community Action Program and Johnson Creek Senior Citizens.

Ayes: 5 Nays: 0

ADOPTED

RESOLUTION 15-2016

AUDIT TOWN BOOKS

Supervisor Ross Annable reported that all town books were audited at 6:30 p.m. this evening and found to be acceptable.

MOTION by Councilman Reed, seconded by Councilman Hill to adopt the following resolution:

RESOLVED that the criminal and civil dockets of the Town Justice for 2015 having been duly examined with the monthly cash summary being viewed and the fines and fees have been turned over to the proper officials; that the 2015 records of the Code Enforcement Officer, the Town Clerk, the Tax Collector and the Supervisor have also been duly examined with all monies distributed properly and turned over to the proper officials.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 16-2016

MOTION by Councilman Hill, seconded by Councilman Snyder to authorize Department Heads to apply for grants of assistance as able.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 17-2016

MOTION by Councilman Snyder, seconded by Councilman Reed to authorize Judith Slabyk to make banking transfers as needed.

Ayes: 5 Nays: 0 ADOPTED

Supervisor Annable opened regular business meeting at 7:15 pm, calling for a motion to accept the December 10, 2015 minutes.

Minutes

RESOLUTION 18-2016

MOTION by Councilman Reed, seconded by Councilman Hill to adopt the minutes of December 10, 2015 as presented.

Ayes: 5 Nays: 0

ADOPTED

RESOLUTION 19-2016

MOTION by Councilman Snyder, seconded by Councilman Hill to adopt the following agreement:

Pursuant to the provisions of Section 284 of Highway Law, we agree that the monies levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, shall be expended as follows:

The sum of \$439,400.00 may be expended for general repairs upon 55.07 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

Ayes: 5 Nays: 0 ADOPTED

The Supervisor read the following roster of appointments for the Hartland Volunteer Fire Company, 2016:

Fire Chief:	Archie Ames
1 st Assistant:	Bryan Ames
2 nd Assistant:	Jay Josey
3 rd Assistant:	Kimberly Wilson
President:	John Roessler
Vice President:	Michael Carnes
Secretary:	Bryan Ames
Treasurer:	Kimberly Wilson

The next meeting date was set for Thursday, January 14, 2016 at 7:30 pm.

Supervisor Annable recognized newly elected Justice, Brian Gross for having completed the Bench Education Course.

Councilman Hill welcomed newly elected Councilman, Clifford Grant to the Board.

MOTION by Supervisor Annable, seconded by Councilman Reed that since there is no further business to come before the board, the meeting be adjourned at 7:35 p.m.

Ayes: 5 Nays: 0
CARRIED

Respectfully submitted,

Cynthia S. Boyler
Town Clerk

