

JANUARY 5, 2022

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 7:30 p.m.

Members of the Board present:

- Supervisor: W. Ross Annable
- Councilman: Joseph Reed
David Hill
Clifford Grant
David Huntington
- Hwy /Water Supt: Keith Hurtgam - absent
- Assessor/CEO: Michael Hartman
- Attorney: Anthony Serianni
- Attended by: Sign in sheet attached.

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

Newly elected and re-elected officials took the Oath of Office. Clerk Cynthia Boyler administered the oath of office to Joseph Reed, David Huntington and newly elected Justice James Minner,

Supervisor Annable read and called for authorization of the following:

RESOLUTION 1-2022

REORGANIZE

MOTION by Councilman Huntington and seconded by Councilman Grant to approve the following appointments:

- Assessor Michael Hartman
- Bingo Inspector Dennis Bailey
- Budget Officer W. Ross Annable
- Building and Grounds Keith Hurtgam
- Clerk Michelle Wolfe
- Court Clerk Trinity Doepf
- Deputy Hwy Supt Daniel Class
- Deputy Supervisor Joseph Reed

Deputy Water Supt	Daniel Class
Dog Control Officer	Joel Winters
Historian	Norman LaJoie
Records Management Officer	Cynthia Boyler
Registrar Vital Statistics	Cynthia Boyler
Registrar – Deputy	Judith Slabyk
Supervisor’s Confidential Sec’ry	Audrey Annable
Town Clerk First Deputy	Judith Slabyk
Town Clerk Deputy- Part-time.....	Susan Spicer
Town Clerk Deputy/Deputy Tax Collector ..	Rachel Kushner
Water Superintendent	Keith Hurtgam
Water Billing Clerk.....	Judith Slabyk
CEO/ Zoning	Michael Hartman
Ayes: 5 Nays: 0.	
ADOPTED	

The Supervisor read the following salaries:

Assessor	55765.00
Bingo Inspector	40.00/MO
Budget Officer	5626.00
Building & Grounds	2066.00
Clerk Part Time	13.20 -24.50/HR
Councilman	6533.00 (4)
Court Clerk	22.54/HR
Dog Control Officer	8404.00
Dog Control per Diem	21.86/HR
Highway Superintendent	51443.00
Keith Hurtgam	
Highway Supt. (Deputy)	3061.00
Historian	7541.00
Town Justice	19593.50 (2)
Joanne Sullivan	
James Minner	
Registrar Vital Statistics	2673.00
Records Management Officer	846.00
Supervisor	19451.00
W. Ross Annable	
Supervisor’s Confidential Sec’ry	19.63/HR
Town Clerk / Tax Collector	56032.00
Cynthia S. Boyler	

Town Clerk Deputy	15-24.50/HR
Water Superintendent	37600.00
Water Supt. (Deputy)	5162.00
Water Billing Clerk.....	4797.00
Zoning/Enforcement Officer	13792.00
<u>Following as per union schedule:</u>	
M.E.O.	24.11 – 27.98/HR
M.E.O. – 2	29.03/HR
Truck Driver	27.07/HR
Truck Driver – Step 2	26.04
Auto Mechanic	24.11 – 27.98/HR
Auto Mechanic – Step 2	26.95/HR
Laborer	26.84/HR
MEO P/T	13.20 – 26.04/HR
Auto Mechanic P/T	13.20 – 26.04/HR
Truck Driver P/T	13.20 – 26.04/HR
Laborer P/T	13.20 – 26.04/HR

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	13.20/HR
Election Machine Inspector & Custodian.	10.00 Per machine
Equipment Rates	set at State Rates.
Mileage585 cents/mile, as per State rate.

Engineer designated by the Town/per Diem basis: Mark Seider

RESOLUTION 2-2022

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

Ayes: 5 Nays: 0

ADOPTED

RESOLUTION 3-2022

MOTION by Councilman Huntington, seconded by Councilman Hill to contract with Seaman & Norris LLP on a set rate of \$ 25,700.00 per year, set to be paid in monthly installments, and additional rate of \$ 225.00/HR outside of the normal contractual, with \$ 100.00/HR for support staff.

Ayes: 5 Nays: 0 ADOPTED
Attorney designated by the Town:
Seaman & Norris LLP \$ 25,700.00

RESOLUTION 4-2022

MOTION by Councilman Reed, seconded by Councilman Huntington to approve the following:

- Town board meetings second Thursday of month
7:00 p.m.
- Official Newspaper Lockport Union Sun & Journal
Bank..... M&T and Bank of Castile
- Finance Committee Deputy Supervisor, Joseph Reed
Two alternating Councilman – Cliff Grant & David Hill

Hours of the Town Clerk’s Office are Monday to Friday, from 8:30 AM until 4:00 PM effective February 7th.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 5-2022

MOTION by Councilman Grant, seconded by Councilman Huntington to file Annual report with the State Comptroller March 01, 2022 in lieu of February 01, 2022 with the Town Clerk.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 6-2022

MOTION by Councilman Hill, seconded by Councilman Reed to appoint David Haylett as Town Prosecutor.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 7-2022

MOTION by Councilman Huntington, seconded by Councilman Reed to appoint Anthony Serianni as additional Town Prosecutor.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 8-2022

MOTION by Councilman Grant, 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 9-2022

MOTION by Councilman Huntington, seconded by Councilman Grant to approve the Zoning and Planning boards and Chairpersons at a later date.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 10-2022

MOTION by Councilman Reed, seconded by Councilman Huntington to appoint Jennifer Mason as secretary for Planning and Zoning boards.

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 11-2022

MOTION by Councilman Huntington, seconded by Councilman Hill to appoint the following to the Board of Assessment Review.

Board of Assessment Review

- Jennifer Mason 09/30/2025
- Darrin O’Shea.....09/30/2024
- Timothy Neadow09/30/2026 - reappointed

Todd Arnold.....09/30/2023
Jeanette Frazier09/30/2022

Ayes: 5 Nays: 0
ADOPTED

RESOLUTION 12-2022

MOTION by Councilman Hill, seconded by Councilman Huntington to appoint the following to the Hartland Recreation Committee.

Hartland Recreation Committee

Delaney O’Shea Secretary
Darin O’Shea Chairman – this will be last year
Susie Spicer
Audrey Jones
Board meets first Monday of January – November

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 13-2022

MOTION by Councilman Grant, seconded by Councilman Huntington to appoint the following to the Highway Department.

Truck Driver

Scott Arnold
Chauncey McKee

MEO

Derek Wagner
Daniel Sutch

MEO - 2

Daniel Class
Michael Hill - PT

Mechanic

Paul Hessel – PT
Colby Shephard – FT

RESOLUTION 14-2022
OFFICIAL UNDERTAKING

MOTION by Councilman Hill, seconded by Councilman Grant 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 15-2022
INVESTMENT POLICY

MOTION by Councilman Huntington, seconded by Councilman Hill to adopt the established Investment Policy dated 05/94 for the year 2022. All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 16-2022

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

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 17-2022

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

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 18-2022
CONTRACTS

MOTION by Councilman Reed, seconded by Councilman Huntington authorizing Supervisor to sign contracts Niagara County Community Action Program and Johnson Creek Senior Citizens.

Ayes: 4 Nays: 0 Abstention: 1 (Councilman Grant)
ADOPTED

RESOLUTION 19-2022
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 Grant to adopt the following resolution:

RESOLVED that the criminal and civil dockets of the Town Justice for 2021 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 2021 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 20-2022

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

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 21-2022

MOTION by Councilman Grant, seconded by Councilman Hill to authorize Judith Slabyk to make banking transfers as needed.

Ayes: 5 Nays: 0 ADOPTED

RESOLUTION 22-2022

MOTION by Councilman Reed, seconded by Councilman Grant 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 \$520,000.00, as provided for by the budget, 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

Returned Check Fee

RESOLUTION 23-2021

MOTION by Councilman Huntington, seconded by Councilman Grant to set the fee for a returned check at \$20.00.

Ayes: 5 Nays: 0 ADOPTED

The Supervisor read the following roster of appointments for the Hartland Volunteer Fire Company, 2022:

Fire Chief:	Bryan Ames
1 st Assistant:	Joe Mahar
2 nd Assistant:	James Roessler
3 rd Assistant:	Nick Daningburg
President:	Carleen Baughman
Vice President:	John Roessler
Secretary:	Rusty Ames
Treasurer:	Paul Baughman

RESOLUTION 24-2021

MOTION by Councilman Huntington, seconded by Councilman Hill to allow Highway Superintendent to begin a bid for a new pickup truck.

Ayes: 5 Nays: 0 ADOPTED

MOTION by Councilman Huntington, seconded by Councilman Reed that since there is no further business to come before the board, the meeting be adjourned at 7:50 p.m.

Ayes: 5 Nays: 0
CARRIED

The next meeting date was set for Thursday, January 13, 2022 at 7:00 pm.

Respectfully submitted,

Rachel M. Kushner
Deputy Town Clerk