

JANUARY 7, 2021

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.

Members of the Board present:

- Supervisor: W. Ross Annable
- Councilman: Joseph Reed
David Hill - absent
Clifford Grant
David Huntington
- Hwy /Water Supt: Keith Hurtgam
- Assessor/CEO: Michael Hartman
- Attorney: David Haylett, 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.

Supervisor Annable read and called for authorization of the following:

RESOLUTION 1-2021
REORGANIZE

MOTION by Councilman Huntington 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 Trinity Doepp
- Deputy Hwy Supt Daniel Class
- Deputy Supervisor Joseph Reed
- Deputy Water Supt Daniel Class
- Dog Control Officer Joel Winters
- Dog Control/ per diem Keith Ames
- Historian Norman LaJoie
- Highway Administrative Assistant Janet Slack

Records Management Officer	Cynthia Boyler
Registrar Vital Statistics	Cynthia Boyler
Registrar – Deputy	Judith Slabyk
Supervisor’s Confidential Sec’ry	Audrey Jones
Town Clerk Deputy/ Deputy Tax Collector -	Judith Slabyk
Town Clerk Deputy- Part-time.....	Susan Spicer
Water Superintendent	Keith Hurtgam
Water Billing Clerk.....	Judith Slabyk
Water Maintenance Clerk.....	Janet Slack
CEO/ Zoning	Michael Hartman

Ayes: 4 Nays: 0.
ADOPTED

The Supervisor read the following salaries:

Assessor	53558.00	
Bingo Inspector	40.00/MO	
Budget Officer	5462.00	
Building & Grounds	2006.00	
Clerk Part Time	12.50 -24.00/HR	
Councilman	6343.00	(4)
Court Clerk	21.88/HR	
Dog Control Officer	8159.00	
Dog Control per Diem	21.86/HR	
Highway Superintendent	49945.00	
Keith Hurtgam		
Highway Supt. (Deputy)	2972.00	
Highway Administrative Asst.....	4913000	
Historian	7321.00	
Highway Clerk	16.30/HR	
Town Justice	19023.00	(2)
Joanne Sullivan		
Linda Ark		
Registrar Vital Statistics	2595.00	
Records Management Officer	821.10	
Supervisor	18884.00	
W. Ross Annable		
Supervisor’s Confidential Sec’ry	19.05/HR	
Town Clerk / Tax Collector	54400.00	
Cynthia S. Boyler		
Town Clerk Deputy	15-24.04/HR	

Water Superintendent	36505.00
Water Supt. (Deputy)	5012.00
Water Billing Clerk.....	3686.00
Water Maintenance Clerk.....	6251.00
Zoning/Enforcement Officer	13390.00
<u>Following as per union schedule:</u>	
M.E.O.	24.11 – 26.63/HR
M.E.O. – 2	27.63/HR
Truck Driver	25.76/HR
Truck Driver – Step 2	24.76
Auto Mechanic	24.11 – 26.63/HR
Laborer	25.54/HR
Laborer – Step 2.....	24.54/HR
MEO P/T	12.50 – 26.63/HR
Auto Mechanic P/T	12.50 – 26.63/HR
Truck Driver P/T	12.50 – 25.76/HR
Laborer P/T	12.50 – 25.54/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	12.50/HR
Election Machine Inspector & Custodian.	10.00 Per machine
Equipment Rates	set at State Rates.
Mileage56 cents/mile, as per State rate.

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

RESOLUTION 2-2021

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

Ayes: 4 Nays: 0

ADOPTED

RESOLUTION 3-2021

MOTION by Councilman Grant, seconded by Councilman Reed to contract with Seaman & Norris LLP on a set rate of \$ 25,200.00 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: 4 Nays: 0 **ADOPTED**
Attorney designated by the Town:
Seaman & Norris LLP \$ 25,200.00

RESOLUTION 4-2021

MOTION by Councilman Huntington, seconded by Councilman Grant 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 – Joseph Reed & David
Huntington
- Hours of the Town Clerk’s Office are Tuesday to Friday, from 8:30 AM
until 4:00 PM.

Ayes: 4 Nays: 0 **ADOPTED**

RESOLUTION 5-2021

MOTION by Councilman Reed, seconded by Councilman Grant to file Annual report with the State Comptroller March 01, 2021 in lieu of February 01, 2021 with the Town Clerk.

Ayes: 4 Nays: 0
ADOPTED

RESOLUTION 6-2021

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

Ayes: 4 Nays: 0
ADOPTED

RESOLUTION 7-2021

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

Ayes: 4 Nays: 0
ADOPTED

RESOLUTION 8-2021

MOTION by Councilman Huntington, seconded by Councilman Grant to approve the following boards and Chairpersons:

Zoning Board of Appeals

(5-year term)

Steve MacEvoy.....	12/31/2023	Chairman
<i>Vacant</i>	<i>12/31/2019</i>	
Clifford Johnston.....	12/31/2022	
Margaret Zaepfel.....	12/31/2021	
Cheryl Confer	12/31/2020	Reappoint – 12/31/2025.
Cynthia S. Boyler.....	12/31/2021	Secretary
Board meets 4 th Monday of month		

Planning Board

(5-year term)

Robert Harris.....	12/31/2020	Chairman -
Reappoint –12/31/2025		
Margaret Darroch.....	12/31/2023	
Beverley Snell.....	12/31/2022	
Merle Snell.....	12/31/2021	
Robert Spencer	12/31/2024	
Cynthia S. Boyler	12/31/2021	Secretary
Board meets 3 rd Thursday of month.		

Board of Ethics

Nathan Harris.....	12/31/2024	reappointed
David Melius.....	12/31/2023	
Matthew Costello.....	12/31/2021	

Paula Dahlke.....12/31/2021

Board of Assessment Review

Jennifer Mason Reappoint to 09/30/2025.
Darrin O’Shea.....09/30/2024 - reappointed
Timothy Neadow09/30/2021
Todd Arnold.....09/30/2023
Jeanette Frazier09/30/2022

Hartland Recreation Committee

Delaney O’Shea Secretary
Darin O’Shea Chairman
Theresa Bobzien
Audrey Jones
Board meets first Monday of March – November

Ayes: 4 Nays: 0 ADOPTED

Truck Driver

Scott Arnold
Gary Gorrow - PT

MEO

Derek Wagner
Daniel Sutch

MEO - 2

Daniel Class
Michael Hill

Mechanic

Paul Hessel – PT

Laborer – PT

Chauncey McKee

RESOLUTION 9-2021
OFFICIAL UNDERTAKING

MOTION by Councilman Huntington, 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: 4 Nays: 0 ADOPTED

RESOLUTION 10-2021
INVESTMENT POLICY

MOTION by Councilman Grant, seconded by Councilman Reed to adopt the established Investment Policy dated 05/94 for the year 2021. All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 4 Nays: 0 ADOPTED

RESOLUTION 11-2021

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

Ayes: 4 Nays: 0 ADOPTED

RESOLUTION 12-2021

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

Ayes: 4 Nays: 0 ADOPTED

RESOLUTION 13-2021
CONTRACTS

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

Ayes: 4 Nays: 0

ADOPTED

RESOLUTION 14-2021
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 Grant, seconded by Councilman Huntington to adopt the following resolution:

RESOLVED that the criminal and civil dockets of the Town Justice for 2020 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 2020 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: 4 Nays: 0 ADOPTED

RESOLUTION 15-2021

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

Ayes: 4 Nays: 0 ADOPTED

RESOLUTION 16-2021

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

Ayes: 4 Nays: 0 ADOPTED

RESOLUTION 17-2021

MOTION by Councilman Huntington, 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 \$515,000.00, 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: 4 Nays: 0 ADOPTED

Returned Check Fee

RESOLUTION 18-2021

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

Ayes: 4 Nays: 0 ADOPTED

The Supervisor read the following roster of appointments for the Hartland Volunteer Fire Company, 2021:

Fire Chief:	Bryan Ames
1 st Assistant:	Joe Mahar
2 nd Assistant:	John Cirello
3 rd Assistant:	James Roessler
President:	Carolyn Myers
Vice President:	Paul Baughman
Secretary:	James Minner
Treasurer:	Kimberly Roessler

Provisional Highway Clerk**RESOLUTION 19-2021**

MOTION by Councilman Huntington, seconded by Councilman Reed to appoint Kimberly Roessler to position of Provisional Highway Clerk.

Ayes: Annable, Reed, Grant, Huntington Nays: 0 CARRIED

2007 Ford F550**RESOLUTION 20-2021**

MOTION by Councilman Reed, seconded by Councilman Huntington to approve the purchase of a 2007 Ford F550 from GSA Auctions for \$32,114.00 on Federal Contract Bid # GSO4F21FBE3041.

Ayes: Annable, Reed, Grant, Huntington Nays: 0 CARRIED

Superintendent Hurtgam inquired as to snow plowing the Hartland fire hall parking lot. He asked permission from the board to continue to supply this service. It was discussed and decided to have Attorney Haylett amend and add to the annual contract with the fire hall. Attorney Haylett has been in contact with the attorney for the fire company to amend the contract. Supervisor Annable suggested adding the service without charge in

exchange for access to the grounds and driveway, in lieu of a snow removal contract.

Senior Exemption – Executive Order

RESOLUTION 21-2021

MOTION by Councilman Huntington, seconded by Councilman Grant to opt into the Executive order 202.83, suspending the requirements of renewal applications as a condition to granting exemptions under Sections 459-C and 457 of the Real Property Tax Law.

Ayes: Annable, Reed, Grant, Huntington Nays: 0 CARRIED

This Executive order temporarily suspends the need for renewal applications for such individuals and further dispensing with the requirement for the Board of Assessors to mail renewal applications to such persons. This is in effect due to travel related and community contact transmission of COVID – 19.

MOTION by Councilman Huntington, seconded by Councilman Grant that since there is no further business to come before the board, the meeting be adjourned at 7:40 p.m.

Ayes: 4 Nays: 0
CARRIED

The next meeting date was set for Thursday, January 14, 2021 at 7:00 pm.

Respectfully submitted,

Cynthia S. Boyler
Town Clerk

