

**JANUARY 2, 2020**

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  
Clifford Grant  
David Huntington
- Hwy /Water Supt: Keith Hurtgam
- Assessor/CEO: Michael Hartman
- Highway Admin.: Janet Slack
- Attended by: Sign in sheet attached

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

Oath of Office

Administrative Assistant Janet Slack administered the oath of office to the following Elected Officials:

- W. Ross Annable – Town Supervisor
- Cynthia S. Boyler – Town Clerk
- Keith Hurtgam – Highway Superintendent
- Clifford Grant – Town Councilman
- David Hill – Town Councilman
- Joanne Sullivan – Town Justice

Supervisor Annable read and called for authorization of the following:

**RESOLUTION 1-2020**

**REORGANIZE**

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

- Assessor ..... Michael Hartman
- Bingo Inspector ..... Dennis Bailey



Town Justice .....	18650.00	(2)
Joanne Sullivan		
Linda Ark		
Registrar Vital Statistics .....	2544.00	
Records Management Officer .....	805.00	
Supervisor .....	18514.00	
W. Ross Annable		
Supervisor's Confidential Sec'ry .....	18.68/HR	
Tax Collector .....	8556.00	
Katherine Hirner		
Town Clerk .....	48357.00	
Cynthia S. Boyler		
Town Clerk Deputy .....	15-22.59/HR	
Water Superintendent .....	35789.00	
Water Supt. ( Deputy) .....	2914.00***	

**RESOLUTION 2-2020**

**MOTION** by Councilman Huntington, seconded by Councilman Hill to increase the salary of the position of Deputy Water Superintendent to \$ 4914.00.

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

\*\*\*Amended salary of Deputy Water Superintendent - 4914.00

Water Billing Clerk.....	3614.00
Water Maintenance Clerk.....	6128.00
Zoning/Enforcement Officer .....	13127.00
<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 .....	11.80 – 26.63/HR
Auto Mechanic P/T .....	11.80– 26.63/HR
Truck Driver P/T .....	11.80 – 25.76 / HR
Laborer P/T .....	11.80 – 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 .....	11.80/HR
Election Machine Inspector & Custodian.	10.00 Per machine
Equipment Rates .....	set at State Rates
Mileage .....	.58 cents/mile, as per State rate.

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

**RESOLUTION 3-2020**

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

Ayes: 5      Nays: 0  
ADOPTED

**RESOLUTION 4-2020**

**MOTION** by Councilman Huntington, seconded by Councilman Grant 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 \$ 205.00/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 ..... \$ 25,200.00

**RESOLUTION 5-2020**

**MOTION** by Councilman Reed, seconded by Councilman Hill 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 – David Hill & Clifford Grant  
Holiday Schedule for Hourly Employees set as per attachment

Hours of the Town Clerk’s Office are Tuesday to Friday, from 8:30 AM until 4:00 PM.

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 6-2020**

**MOTION** by Councilman Reed, seconded by Councilman Grant to file Annual report with the State Comptroller March 01, 2020 in lieu of February 01, 2020 with the Town Clerk.

Ayes: 5      Nays: 0  
ADOPTED

**RESOLUTION 7-2020**

**MOTION** by Councilman Huntington, seconded by Councilman Grant to appoint Daniel Seaman, Brian Seaman and David Haylett as Town Prosecutors.

Ayes: 5      Nays: 0  
ADOPTED

**RESOLUTION 8-2020**

**MOTION** by Councilman Grant, seconded by Councilman Huntington 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 9-2020**

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

**Zoning Board of Appeals**

(5 year term)

Steve MacEvoy.....	12/31/2023	Chairman
Vacant .....	12/31/2019	
Clifford Johnston.....	12/31/2022	
Margaret Zaepfel.....	12/31/2021	
Cheryl Confer .....	12/31/2020	
Cynthia S. Boyler.....	12/31/2020	Secretary

Board meets 4<sup>th</sup> Monday of month

**Planning Board**

(5 year term)

Robert Harris.....	12/31/2020	Chairman
Margaret Darroch.....	12/31/2023	
Beverley Snell.....	12/31/2022	
Merle Snell.....	12/31/2021	
Robert Spencer .....	12/31/2024	reappointed
Cynthia S. Boyler .....	12/31/2020	Secretary

Board meets 3<sup>rd</sup> 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**

\*\*Harvey Lyndacker.....09/30/2020- awaiting resignation  
 Darrin O'Shea.....09/30/2019\*\*  
 \*\*Patrick Ginavan.....09/30/2021- awaiting resignation  
 Todd Arnold.....09/30/2023  
 Jeanette Frazier .....

**Hartland Recreation Committee**

Theresa Bobzien Secretary  
 Darin O'Shea Chairman  
 Katherine Hirner

Audrey Jones  
Board meets first Monday of March – November

Ayes: 5      Nays: 0      ADOPTED

**Truck Driver**

Scott Arnold  
Gary Gorrow - PT

**MEO**

Christopher Jenks – will be retiring as of January 31, 2020. Supervisor Annable recognized and stated appreciation for his many years of service.

Derek Wagner

**MEO - 2**

Daniel Class  
Michael Hill

**Mechanic**

Paul Hessel – PT

**Laborer – PT**

Chauncey McKee

**RESOLUTION 10-2020**

**OFFICIAL UNDERTAKING**

**MOTION** by Councilman Reed, 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 11-2020**

**INVESTMENT POLICY**

**MOTION** by Councilman Huntington, seconded by Councilman Reed to adopt the established Investment Policy dated 05/94 for the year 2020. All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 12-2020**

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

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 13-2020**

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

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 14-2020****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: 5      Nays: 0  
ADOPTED

**RESOLUTION 15-2020****AUDIT TOWN BOOKS**

Supervisor Ross Annable reported that all town books were audited at 6:00 p.m. this evening and found to be acceptable.

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

**RESOLVED** that the criminal and civil dockets of the Town Justice for 2019 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 2019 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 16-2020**

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

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 17-2020**

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

Ayes: 5      Nays: 0      ADOPTED

**RESOLUTION 18-2020**

**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 \$502,000.00, 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 19-2020**

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

Ayes: Annable, Reed, Grant, Huntington, Hill      Nays: 0      ADOPTED

The Supervisor read the following roster of appointments for the Hartland Volunteer Fire Company, 2020:

Fire Chief:	Bryan Ames
1 <sup>st</sup> Assistant:	Paul Baughman

2 <sup>nd</sup> Assistant:	John Cirello
3 <sup>rd</sup> Assistant:	Joe Mahar
President:	Carolyn Myers
Vice President:	John Roessler
Secretary:	James Minner
Treasurer:	Kimberly Roessler

**MOTION** by Councilman Reed, seconded by Councilman Reed that since there is no further business to come before the board, the meeting be adjourned at 7:30 p.m.

Ayes: 5      Nays: 0  
CARRIED

The next meeting date was set for Thursday, January 9, 2020 at 7:00 pm.

Respectfully submitted,

Cynthia S. Boyler  
Town Clerk

