JANUARY 3, 2019

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

Attorney: Brian Seaman
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.

Supervisor Annable read and called for authorization of the following:

RESOLUTION 1-2019
REORGANIZE

MOTION by Councilman Reed 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
Court Clerk ................................. Katherine Hirner
Deputy Hwy Supt ............................ Christopher Jenks
Deputy Supervisor ......................... Joseph Reed

Deputy Water Supt ......................... Christopher Jenks
Dog Control Officer ....................... Joel Winters
Dog Control/ per diem
Historian ................................. Keith Ames
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
Deputy Tax Collector .................. Cynthia Boyler
Town Clerk Deputy full-time .......... Judith Slabyk
Part-time
Water Superintendent ................. Keith Hurtgam
Water Billing Clerk.................. Judith Slabyk
Water Maintenance Clerk ............ Janet Slack
CEO/ Zoning ............................ Michael Hartman
Ayes: 5  Nays: 0.
ADOPTED

The Supervisor read the following salaries:
Assessor ................................. 51478.00
Bingo Inspector ........................ 40.00/MO
Budget Officer .......................... 5250.00
Building & Grounds .................. 1890.00
Clerk Part Time ........................ 11.10 -24.00/HR
Councilman ............................ 6097.00 (4)
Court Clerk ............................. 21.04/HR
Dog Control Officer ................. 7842.00
Dog Control per Diem .............. 21.02/HR
Highway Superintendent ............ 48006.00
Keith Hurtgam
Highway Supt. (Deputy) .............. 2857.00
Highway Administrative Asst........ 47223.00
Historian ............................... 7036.00
Town Justice ........................... 18284.00 (2)
Joanne Sullivan
Linda Ark
Registrar Vital Statistics .......... 2494.00
Records Management Officer ...... 789.00
Supervisor .............................. 18151.00
W. Ross Annable
Supervisor’s Confidential Sec’ry .... 18.31/HR
<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Collector</td>
<td>8388.00</td>
</tr>
<tr>
<td>Katherine Hirner</td>
<td></td>
</tr>
<tr>
<td>Town Clerk</td>
<td>47409.00</td>
</tr>
<tr>
<td>Cynthia S. Boyler</td>
<td></td>
</tr>
<tr>
<td>Town Clerk Deputy</td>
<td>15-22.14/HR</td>
</tr>
<tr>
<td>Water Superintendent</td>
<td>35087.00</td>
</tr>
<tr>
<td>Water Supt. (Deputy)</td>
<td>2857.00</td>
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<tr>
<td>Water Billing Clerk</td>
<td>3543.00</td>
</tr>
<tr>
<td>Water Maintenance Clerk</td>
<td>6008.00</td>
</tr>
<tr>
<td>Zoning/Enforcement Officer</td>
<td>12870.00</td>
</tr>
<tr>
<td>Typist Part Time</td>
<td>11.10-22.00/HR</td>
</tr>
</tbody>
</table>

Following as per union schedule:

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>M.E.O.</td>
<td>24.11 – 26.11/HR</td>
</tr>
<tr>
<td>M.E.O. – 2</td>
<td>27.11/HR</td>
</tr>
<tr>
<td>Truck Driver</td>
<td>25.25/HR</td>
</tr>
<tr>
<td>Truck Driver – Step 2</td>
<td>24.25</td>
</tr>
<tr>
<td>Auto Mechanic</td>
<td>24.11 – 26.11/HR</td>
</tr>
<tr>
<td>Laborer</td>
<td>25.04/HR</td>
</tr>
<tr>
<td>Laborer – Step 2</td>
<td>24.04 /HR</td>
</tr>
<tr>
<td>MEO P/T</td>
<td>11.10 – 26.11/HR</td>
</tr>
<tr>
<td>Auto Mechanic P/T</td>
<td>11.10- 26.11/HR</td>
</tr>
<tr>
<td>Truck Driver P/T</td>
<td>11.10 – 25.25 / HR</td>
</tr>
<tr>
<td>Laborer P/T</td>
<td>11.10 – 25.04 / HR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairpersons</td>
<td>50.00/Meeting</td>
</tr>
<tr>
<td>Board Members</td>
<td>45.00/Meeting</td>
</tr>
<tr>
<td>Sec’ry of boards</td>
<td>60.00/Meeting</td>
</tr>
<tr>
<td>Board Assessment/ Review</td>
<td>125.00</td>
</tr>
<tr>
<td></td>
<td>150.00 CH</td>
</tr>
<tr>
<td>Summer Rec. Director</td>
<td>1600.00</td>
</tr>
<tr>
<td>Asst. Director</td>
<td>1300.00</td>
</tr>
<tr>
<td>Leader</td>
<td>11.25/HR</td>
</tr>
<tr>
<td>Election Machine Inspector &amp; Custodian.</td>
<td>10.00 Per machine</td>
</tr>
<tr>
<td>Equipment Rates</td>
<td>set at State Rates</td>
</tr>
<tr>
<td>Mileage</td>
<td>.54.5 - .55.5 cents/mile, as per State rate.</td>
</tr>
</tbody>
</table>

Engineer designated by the Town/per Diem basis: Mark Seider
**RESOLUTION 2-2019**  
**MOTION** by Councilman Huntington, seconded by Councilman Reed to approve the salaries and rates as read.

Ayes: 5    Nays: 0  
ADOPTED

**RESOLUTION 3-2019**  
**MOTION** by Councilman Grant, seconded by Councilman Huntington 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 4-2019**  
**MOTION** by Councilman Hill, seconded by Councilman Reed 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 5-2019**  
**MOTION** by Councilman Reed, seconded by Councilman Grant to file Annual report with the State Comptroller March 01, 2019 in lieu of February 01, 2019 with the Town Clerk.
Ayes: 5  Nays: 0
ADOPTED

**RESOLUTION 6-2019**
MOTION by Councilman Reed, seconded by Councilman Hill to appoint Daniel Seaman, Brian Seaman and David Haylett as Town Prosecutors.

Ayes: 5  Nays: 0
ADOPTED

**RESOLUTION 7-2019**
MOTION by Councilman Huntington, 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: 5  Nays: 0
ADOPTED

**RESOLUTION 8-2019**
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 reapppointed
Richard Gerou………….. 12/31/2019
Clifford Johnston…………12/31/2022
Margaret Zaepfel……….. 12/31/2021
Cheryl Confer ……………12/31/2020
Cynthia S. Boyler…………12/31/2019 Secretary
Board meets 4th Monday of month

**Planning Board**
(5 year term)
Robert Harris……………12/31/2020 Chairman
Margaret Darroch……….. 12/31/2023 appointed
Beverley Snell…………… 12/31/2022
Merle Snell……………… 12/31/2021
Robert Spencer ………… 12/31/2019
Cynthia S. Boyler …………12/31/2019 Secretary
Board meets 3rd Thursday of month

**Board of Ethics**

Nathan Harris……………12/31/2020
David Melius…………… 12/31/2023 reappointed
Matthew Costello……… 12/31/2021
Paula Dahlke…………… 12/31/2021

**Board of Assessment Review**

Harvey Lyndacke…………09/30/2020
Darrin O’Shea……………09/30/2019
Patrick Ginavan……………09/30/2021
Todd Arnold……………09/30/2023
Jeanette Frazier …………...09/30/2022

**Hartland Recreation Committee**

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

Ayes: 5   Nays: 0   ADOPTED

**Truck Driver**
Scott Arnold
Derek Wagner
Gary Gorrow - PT

**MEO**
Christopher Jenks
**MEO - 2**
Daniel Class
Michael Hill

**Mechanic**
Paul Hessel - PT
RESOLUTION 9-2019
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 10-2019
INVESTMENT POLICY
MOTION by Councilman Huntington, seconded by Councilman Hill to adopt the established Investment Policy dated 05/94 for the year 2019. All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 11-2019
MOTION by Councilman Reed, seconded by Councilman Huntington to authorize the Highway Superintendent to assist in a demolition at the request of the Fire Chief.

Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 12-2019
MOTION by Councilman Huntington, seconded by Councilman Hill to authorize the prepayment of utility bill, contracts and postage.

Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 13-2019
CONTRACTS
MOTION by Councilman Reed, seconded by Councilman Grant authorizing Supervisor to sign contracts Niagara County Community Action Program and Johnson Creek Senior Citizens.

Ayes: 5   Nays: 0  ADOPTED

RESOLUTION 14-2019
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 Huntington, seconded by Councilman Hill to adopt the following resolution:
RESOLVED that the criminal and civil dockets of the Town Justice for 2018 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 2018 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 15-2019
MOTION by Councilman Reed, seconded by Councilman Grant to authorize Department Heads to apply for grants of assistance as able.

Ayes: 5   Nays: 0  ADOPTED

RESOLUTION 16-2019
MOTION by Councilman Grant, seconded by Councilman Reed to authorize Judith Slabyk to make banking transfers as needed.

Ayes: 5   Nays: 0  ADOPTED

RESOLUTION 17-2019
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 $494,000.00 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, 2019:

- Fire Chief: Bryan Ames
- 1st Assistant: Paul Baughman
- 2nd Assistant: John Cirello
- 3rd Assistant: Joe Mahar
- President: Michael Carnes
- Vice President: Paul Baughman
- Secretary: Kimberly Wilson
- Treasurer: Carolyn Myers

**RESOLUTION 18-2019**
**MOTION** by Councilman Grant, seconded by Councilman Huntington to close the Organizational meeting and open a Special meeting at 7:20 PM. 
Ayes: 5  Nays: 0  CARRIED

**SPECIAL MEETING:**

Superintendent Hurtgam needs to replace the 2003 Sterling truck body and he has attempted to find alternative sources, however due to circumstances, he has decided to purchase a used body from Illinois. The cost of the used body is $12,500.00
Hurtgam requested permission to purchase a used stainless steel muni dump truck body.

**XT3 Stainless Steel Muni Dump Body**

**RESOLUTION 19-2019**
**MOTION** by Councilman Huntington, seconded by Councilman Reed to authorize Superintendent Hurtgam to purchase one used HY-Way XT3 Stainless Steel Muni Dump Body with Lift Cylinder Assembly, Spinner, Tailgate Mounted Liquid Tank. Serial # 119696. Cost of $12,500.00
Ayes: Annable, Reed, Grant, Huntington, Hill  Nays: 0  CARRIED
MOTION by Supervisor Reed, seconded by Councilman Grant that since there is no further business to come before the board, the meeting be adjourned at 7:25 p.m.

Ayes: 5    Nays: 0
CARRIED

The next meeting date was set for Thursday, January 10, 2019 at 7:00 pm.

Respectfully submitted,

Cynthia S. Boyler
Town Clerk