

**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	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
Deputy Tax Collector .....	Cynthia Boyler
Town Clerk Deputy full-time .....	Judith Slabyk
Part-time	Susan Spicer
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

Tax Collector .....	8388.00
Katherine Hirner	
Town Clerk .....	47409.00
Cynthia S. Boyler	
Town Clerk Deputy .....	15-22.14/HR
Water Superintendent .....	35087.00
Water Supt. ( Deputy) .....	2857.00
Water Billing Clerk.....	3543.00
Water Maintenance Clerk.....	6008.00
Zoning/Enforcement Officer .....	12870.00
Typist Part Time .....	11.10-22.00/HR
<u>Following as per union schedule:</u>	
M.E.O. ....	24.11 – 26.11/HR
M.E.O. – 2 .....	27.11/HR
Truck Driver .....	25.25/HR
Truck Driver – Step 2 .....	24.25
Auto Mechanic .....	24.11 – 26.11/HR
Laborer .....	25.04/HR
Laborer – Step 2.....	24.04 /HR
MEO P/T .....	11.10 – 26.11/HR
Auto Mechanic P/T .....	11.10– 26.11/HR
Truck Driver P/T .....	11.10 – 25.25 / HR
Laborer P/T .....	11.10 – 25.04 / 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 .....	11.25/HR
Election Machine Inspector & Custodian.	10.00 Per machine
Equipment Rates .....	set at State Rates
Mileage .....	.54.5 - .55.5 cents/mile, as per State rate.
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	reappointed
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 4 <sup>th</sup> 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 3<sup>rd</sup> 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 Lyndacker.....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
1 <sup>st</sup> Assistant:	Paul Baughman
2 <sup>nd</sup> Assistant:	John Cirello
3 <sup>rd</sup> 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