JANUARY 5, 2017

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.

Town Clerk, Cynthia S. Boyler administered the oath of office to newly elected Councilman, David Huntington and appointed Deputy Clerk, Linda Ark prior to calling the meeting to order.

Members of the Board present:

Supervisor: W. Ross Annable

Councilman: Joseph Reed
          Daniel Hill
          Clifford Grant
          David Huntington

Attorney: absent
Hwy /Water Supt: Keith Hurtgam
Assessor/CEO: absent
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 1-2017**

**REORGANIZE**

**MOTION** by Councilman Reed and seconded by Councilman Huntington 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
The Supervisor read the following salaries:

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessor</td>
<td>49238.00</td>
</tr>
<tr>
<td>Bingo Inspector</td>
<td>40.00/MO</td>
</tr>
<tr>
<td>Budget Officer</td>
<td>5021.00</td>
</tr>
<tr>
<td>Building &amp; Grounds</td>
<td>1808.00</td>
</tr>
<tr>
<td>Clerk Part Time</td>
<td>10.00-22.00/HR</td>
</tr>
<tr>
<td>Councilman</td>
<td>5831.00</td>
</tr>
<tr>
<td>(4)</td>
<td></td>
</tr>
<tr>
<td>Court Clerk</td>
<td>20.12/HR</td>
</tr>
<tr>
<td>Dog Control Officer</td>
<td>7500.00</td>
</tr>
<tr>
<td>Dog Control per Diem</td>
<td>20.60/HR</td>
</tr>
<tr>
<td>Highway Superintendent</td>
<td>45917.00</td>
</tr>
<tr>
<td>Keith Hurtgam</td>
<td></td>
</tr>
<tr>
<td>Highway Supt. (Deputy)</td>
<td>2733.00</td>
</tr>
<tr>
<td>Highway Administrative Asst.</td>
<td>45168.00</td>
</tr>
<tr>
<td>Historan</td>
<td>6730.00</td>
</tr>
<tr>
<td>Town Justice</td>
<td>34976.00</td>
</tr>
<tr>
<td>Joanne Sullivan</td>
<td></td>
</tr>
</tbody>
</table>

Ayes: 5  Nays: 0.

ADOPTED
Registrar Vital Statistics ..................... 2385.00  
Records Management Officer ............ 755.00  
Supervisor ............................... 17361.00  
W. Ross Annable  
Supervisor’s Confidential Sec’y .......... 17.51/HR  
Tax Collector ............................ 8023.00  
Katherine Hirner  
Town Clerk ......................... 45345.00  
Cynthia S. Boyler  
Town Clerk Deputy ...................... 15-21.17/HR  
Water Superintendent .................... 33560.00  
Water Supt. (Deputy) ...................... 2733.00  
Water Billing Clerk ..................... 3389.00  
Water Maintenance Clerk ............... 5746.00  
Zoning/Enforcement Officer ............. 12310.00  
Typist Part Time ....................... 10.00-22.00/HR  
Following as per union schedule:  
M.E.O. .................................. 24.98/HR  
M.E.O. – 2 ............................... 25.98/HR  
Truck Driver ............................. 24.15/HR  
Auto Mechanic ............................ 24.98/HR  
Laborer .................................. 23.95/HR  
MEO P/T ................................ 10.00 – 24.98  
Auto Mechanic P/T ....................... 10.00 – 24.98  
Truck Driver P/T ....................... 10.00 – 24.15  
Laborer P/T ............................. 7.25 – 23.95  
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 ................................. 11.00 per hour  
Election Machine Inspector & Custodian . 10.00 Per machine  
Equipment Rates ......................... set at State Rates  
Mileage ................................ 0.53.5 cents/mile  
Engineer designated by the Town/per Diem basis:  
Mark Seider
RESOLUTION 2-2017
MOTION by Councilman Grant, seconded by Councilman Hill to approve the salaries and rates as read.

Ayes: 5   Nays: 0
ADOPTED

RESOLUTION 3-2017
MOTION by Councilman Reed, seconded by Councilman Grant to contract with Seaman & Norris LLP on a set rate of $ 24,000.00 per year, set to be paid in monthly installments.

Ayes: 5   Nays: 0   ADOPTED

Attorney designated by the Town:
Seaman & Norris LLP  …………………. $ 24,000.00

RESOLUTION 4-2017
MOTION by Councilman Grant, seconded by Councilman Huntington to approve the following:

Town board meetings ………………  second Thursday of month
                                             7:30 p.m.
Official Newspaper ……………….  Lockport Union Sun & Journal
Bank………………………………...  M&T and Bank of Castile
Finance Committee ………………..  Deputy Supervisor, Joseph Reed
                              Two alternating Councilman

Ayes: 5   Nays: 0
ADOPTED

RESOLUTION 5-2017
MOTION by Councilman Huntington, seconded by Councilman Grant to file Annual report with the State Comptroller March 01, 2017 in lieu of February 01, 2017 with the Town Clerk.

Ayes: 5   Nays: 0
ADOPTED
RESOLUTION 6-2017
MOTION by Councilman Hill, seconded by Councilman Grant to appoint Daniel Seaman, Brian Seaman and David Haylett as Town Prosecutors.

Ayes: 5     Nays: 0
ADOPTED

RESOLUTION 7-2017
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 8-2017
MOTION by Councilman Huntington, seconded by Councilman Grant to approve the following boards and Chairpersons:

**Zoning Board of Appeals**
(5 year term)
Steve MacEvoy…………… 12/31/2018 Chairman
Richard Gerou…………… 12/31/2019
Clifford Johnston………..12/31/2017
Margaret Zaepfel……….. 12/31/2021 reappointed
Cheryl Confer …………..12/31/2020
Margaret Darroch………..12/31/2017 Secretary

Board meets 4th Monday of month

**Planning Board**
(5 year term)
Robert Harris……………12/31/2020 Chairman
James Haight…………… 12/31/2018
Beverly Snell……………12/31/2017
Merle Snell…………….. 12/31/2021 reappointed
Robert Spencer ………..12/31/2019
Margaret Darroch ………..12/31/2017 Secretary
Board meets 3rd Thursday of month

**Board of Ethics**

Nathan Harris..................12/31/2020  
David Melius.................. 12/31/2019  
Matthew Costello.......... 12/31/2017  
Paula Dahlke............... .12/31/2021 reappointed

**Board of Assessment Review**

Harvey Lyndacker.........09/30/2020  
Darrin O’Shea.................09/30/2019  
Patrick Ginavan..........09/30/2021 reappointed  
Susan Grant ..................09/30/2018

**Hartland Recreation Committee**

Edwin McKee, Chairman  
Joan McKee  
Judy Slabyk  
Darin O’Shea  
Jan Nichols Secretary  
Board meets first Monday of March – November

Ayes: 5 Nays: 0 ADOPTED

**Truck Driver**

Scott Arnold  
Joseph Woodmancy  
Gary Gorrow - PT

**MEO**

Christopher Jenks  
Daniel Class  
Michael Hill

**Mechanic**

Paul Hessel - PT
RESOLUTION 9-2017
PROCUREMENT POLICY

MOTION by Councilman Reed, seconded by Councilman Grant that the board has reviewed the Procurement Policy and has found it to be adequate and wishes to renew it.

Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 10-2017
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 11-2017
INVESTMENT POLICY

MOTION by Councilman Reed, seconded by Councilman Hill to adopt the established Investment Policy dated 05/94 for the year 2017. All accounts are in interest bearing checking accounts or money market accounts.

Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 12-2017

MOTION by Councilman Hill, 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 13-2017
MOTION by Councilman Reed, seconded by Councilman Hill to authorize the prepayment of utility bill, contracts and postage.
Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 14-2017
CONTRACTS
MOTION by Councilman Hill, seconded by Councilman Reed authorizing Supervisor to sign contracts Niagara County Community Action Program and Johnson Creek Senior Citizens.
Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 15-2017
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 Grant, seconded by Councilman Reed to adopt the following resolution:
RESOLVED that the criminal and civil docket of the Town Justice for 2016 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 2016 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 16-2017
MOTION by Councilman Hill, seconded by Councilman Reed to authorize Department Heads to apply for grants of assistance as able.
Ayes: 5  Nays: 0  ADOPTED

RESOLUTION 17-2017
MOTION by Councilman Huntington, seconded by Councilman Grant to authorize Judith Slabyk to make banking transfers as needed.
Ayes: 5  Nays: 0  ADOPTED
RESOLUTION 18-2017

MOTION by Councilman Hill, 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 $442,000.00 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, 2017:

- Fire Chief: Archie Ames
- 1st Assistant: Bryan Ames
- 2nd Assistant: Jay Josey
- 3rd Assistant: Paul Baughman
- President: Michael Carnes
- Vice President: Paul Baughman
- Secretary: Bryan Ames
- Treasurer: Carolyn Myers

The next meeting date was set for Thursday, January 12, 2017 at 7:30 pm.

MOTION by Supervisor Reed, seconded by Councilman Hill that since there is no further business to come before the board, the meeting be adjourned at 7:45 p.m.

Ayes: 5 Nays: 0 CARRIED

Respectfully submitted,

Cynthia S. Boyler
Town Clerk