

**TOWN OF HANNIBAL
REGULAR BOARD MEETING
OCTOBER 17, 2018
7:00 PM**

Present: Supervisor Virginia Wilbur
Councilman Floyd Calkins
Councilman Charles Reed
Councilman Rick Shoults
Town Clerk Denise Hafner

Others Present: Kelly LaRock, Planning Board Member; Bob LaRock; Gregg Stupp, Sr., Planning Board Member; Jack Beckwith, Jr., Town Justice; Gregg Stupp, Jr.; Cindy Flint, ZBA Member; Larry Flint; Carl Emmons, Jr., Code Enforcement Officer; Barb Bogacz; Darlene Malone; Mr. & Mrs. Harold Hoppins; Bob Dilts, Planning Board Chairman; Jake Malcott, Highway Superintendent; Donna Whitcomb, Planning Board/ZBA Secretary; Duane Shepard, Chief Water Operator; Chris Harris, and several other members of the community.

Supervisor Virginia Wilbur called the meeting to order at 7:00pm with the Pledge of Allegiance to the Flag; Town Clerk Denise Hafner opened with a prayer.

Public Session:

- Supervisor Virginia Wilbur explained that a three minute limit will apply for those who wish to speak and a sign in sheet was provided.
- Gregg Stupp, Sr. expressed concern that the Town does not have any zoning laws in place on solar energy and that there needs to be a limit in place on the solar zoning. He stated that other towns have considered placing a limit. He also addressed that the Town needs to include a ban on hydro-fracking in the Town's zoning laws. He suggested that a meeting be scheduled to finish the review of the Town's zoning laws and on the Comprehensive Plan and that Public Hearings be scheduled.
- Supervisor Virginia Wilbur closed the public session. She also explained that the Board would not be reviewing the 2019 Budget at tonight's meeting. A special Board Workshop is scheduled for October 24, 2018 from 3:30 to 5pm to review the budget.

Approval of the September Board Minutes and the October Workshop Minutes:

Supervisor Virginia Wilbur requested a motion be made to approve the above Board Minutes.

- Councilman Rick Shoults made a motion to accept the September Regular Board Minutes and the October Workshop Minutes; Councilman Charles Reed seconded the motion.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

Approval of the September 2018 Financial Report:

Supervisor Virginia Wilbur requested a motion be made to approve the above Financial Report.

- Councilman Rick Shoults made a motion to approve the September 2018 Financial Report; seconded by Councilman Charles Reed.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

Correspondence & Notifications:

Supervisor Virginia Wilbur read a letter from the Hannibal Fire Company requesting that the Board approve the appointment of Andrew Clark and Shawna Kilgore as active probationary members and then asked that at motion be made to approve the appointments.

- Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

Resolution 57-2018

BE IT RESOLVED THAT the Hannibal Town Board accepts the appointment of Andrew Clark and Shawna Kilgore as active probationary members of the Hannibal Fire Company and will be added to the Company Roster.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

Department Reports:

Written reports for the following departments were provided to and reviewed by all board members.

- **Town Clerk Report**
- **Highway Department Report**
- **Code Enforcement Report – No Report**
- **Assessor’s Report**
- **Dog Control Report**
- **Planning Board Report**
- **Zoning Board of Appeals Report**
- **Water Department Report**

Supervisor Virginia Wilbur asked that a motion be made to accept the above reports.

- Councilman Floyd Calkins made a motion to accept the above Department Reports; Councilman Rick Shoults seconded the motion.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

Old Business:

- Supervisor Virginia Wilbur stated that the Board would be working to complete the Zoning Law Updates first and then finish the Comprehensive Plan.
- Councilman Floyd Calkins gave an update on the NYSERDA (Energy) Grant and stated that all the documents have been submitted. Once Highway Superintendent Jake Malcott installs the LED lights at the Highway Garage the fourth impact action will be complete.

New Business:

- Supervisor Virginia Wilbur reported that the NYS Department of Civil Service notified the County of Oswego Department of Human Resources that the Policy Advisory Report supplied additional information addressing the line of duty sick leave for qualifying Word Trade Center condition.
- Supervisor Virginia Wilbur stated that the 2019 Highway Snow and Ice Agreement has been signed by County Highway Superintendent Kurt Osphelt, Highway Superintendent Jake Malcott and herself.

- Supervisor Virginia Wilbur announced that the NYMIR Sexual Harassment/Workplace Violence training will need to be completed by October 2019 and that a regional training seminar should be scheduled sometime in the Spring of 2019.
- Supervisor Virginia Wilbur stated that Planning Board/ZBA Training is scheduled for 11/17 from 9:15am to 3:45pm at the Minetto Town Hall. The deadline to register is October 25th. She also reported that anyone interested in attending the Association of Towns 2019 annual meeting and training school will need to register by January 25th, 2019.
- The Board discussed advertising the Appointed Positions for 2019 in the newspaper. It was suggested that the Website Administrator be included in the listing. Supervisor Virginia Wilbur asked that a motion be made to advertise the 2019 appointed positions. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Floyd Calkins.

Resolution 58-2018

BE IT RESOLVED THAT the Hannibal Town Board approves the placement of an advertisement for the 2019 appointed positions in The Palladium Times and The Valley News. Letters of Interest should be addressed to the attention of the Town Clerk and received no later than November 6, 2018.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur asked that a motion be made to set the Public Hearing for the 2019 Budget for November 7th, 2018 at 5pm following the Board Workshop. Councilman Rick Shoults made a motion to accept the following resolution; seconded by Councilman Charles Reed.

Resolution 59-2019

BE IT RESOLVED THAT the Hannibal Town Board shall hold a Public Hearing for the 2019 Budget on November 7th, 2018 at 5:00 pm following the Hannibal Town Board November Workshop.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur asked for a motion to appoint Charles Stanton and Michael Sullivan to the Zoning Board of Appeals as alternate members. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 60-2018

- **BE IT RESOLVED THAT the Hannibal Town Board appoints Charles Stanton and Michael Sullivan to the Zoning Board of Appeals as alternate members, term to expire December 31st, 2019.**

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]

Nays: 0

Other Business:

- Councilman Floyd Calkins asked whether the Department Heads are required to attend the Public Hearing or Workshop on the 2019 Budget. He also asked if it was true that a Certified Public Accountant had

been hired to complete the AUD for 2017 and questioned whether the Board should have been informed. He asked if there was an issue with the bookkeeping causing the need for a CPA to be consulted, and if so, why has it taken so long to do so. Councilman Calkins stated that he has some concerns with how the bookkeeping is handled. He stated that the budget report ending August 31, 2018 does not appear to show the current figures. The Town Clerk's Report and figures are behind by two months. He also had concerns that the checks were not being deposited in a timely fashion.

- The Town Clerk stated that she submits the Town Clerk's Report and the check to the Supervisor on time and also questioned why the figures are behind by two months and why the check is not deposited.
- Supervisor Virginia Wilbur stated that she has hired a CPA to complete the AUD and that it he will be paid from the Budget Contractual Line. She also will look into why there is a lapse between when the checks that are submitted to her and when they are being deposited into the account.
- Councilman Floyd Calkins pointed out that there are late fees on some of the bills, such as the National Grid Bill and the Frontier Bill. Supervisor Virginia Wilbur responded that the bookkeeper only works one day a week and that maybe that accounted for it. Councilman Floyd Calkins questioned why some National Grid bills and some Frontier bills are not entered as pre-pays which would prevent a late fee being charged. The Town Clerk responded that the bookkeeper has explained that if a bill is received past a certain date in the month, the bookkeeper cannot enter it as a pre-pay in the accounting software. Those bills then have to be entered on the Abstract and are subject to approval by the Town Board to be paid. Councilman Floyd Calkins would like the procedures to be examined.

Supervisor Virginia Wilbur stated that the Town Board needed to enter into Executive Session to discuss litigation and made a motion to close the Board Meeting to enter into Executive Session; seconded by Councilman Rick Shoults.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]
Nays: 0

At 7:29 pm the Hannibal Town Board closed the Town Board Meeting to enter into Executive Session to discuss litigation.

Supervisor Virginia Wilbur made a motion to close the Executive Session and reconvene the Hannibal Town Board Meeting; seconded by Councilman Rick Shoults.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]
Nays: 0

The Executive Session was closed and the Hannibal Town Board Meeting was reconvened at 8:24 pm.

Approval to Pay Town Bills:

Councilman Rick Shoults made a motion to approve the payment of the following Town bills - Abstract #10; seconded by Councilman Charles Reed.

- A. General Fund Vouchers #277 - #308; Pre-paid Vouchers #1041 - #1043; Total Claims \$12,399.88
- B. DA Highway Fund Vouchers #100 - #110; Pre-paid Voucher #; Total Claims \$4,389.38
- C. DB Highway Fund Vouchers #35 - #36; Pre-paid Vouchers #1013 - #1014; Total Claims \$19,847.87
- D. Water District SW-2 Vouchers #44 #47; Pre-paid Vouchers #1016 - #1018; Total Claims \$3,410.26

- E. Water District SW-3 Vouchers #39 - #42; Pre-paid Vouchers #1009; Total Claims \$4,406.70
 - F. Water District SW-4 Vouchers #41 - #45; Pre-paid Vouchers #1008; Total Claims \$589.50
- Total of Vouchers: \$36,027.79 Total of Pre-paid Vouchers: \$12,758.25
- Grand Total of Claims: \$48,786.04

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]
Nays: 0

At 8:25 pm, Councilman Charles Reed made a motion to adjourn the meeting; seconded by Councilman Rick Shoults.

Ayes: 4 [Calkins, Reed, Shoults, Wilbur]
Nays: 0

The meeting was adjourned at 8:25 pm.

Respectfully submitted,
Denise J. Hafner
Denise J. Hafner
Hannibal Town Clerk

UNAPPROVED