

**TOWN OF HANNIBAL
BOARD MEETING
NOVEMBER 17, 2021
7:00 PM**

Present: Supervisor Floyd Calkins
Councilman Greg Hilton
Councilwoman Virginia Wilbur
Councilwoman Brenda Wilson
Town Clerk Denise Hafner

Absent: Councilwoman Heather Ladd

Others Present: Code Enforcement Officer Carl Emmons, Jr.; Eugene Hafner, Town Justice; Tara Clark; Ellen Killicutt; Nelson Hawkins; Alena Sanford; Ryan Green; Ron Wilson; Greg Caster, Pall-Times Reporter.

Supervisor Floyd Calkins called the meeting to order with the Pledge of Allegiance at 7pm.

Public Session:

- Carl Emmons, Jr. asked the Board whether there was a social media policy or a code of conduct policy for Town Officials and employees. He explained that recently there have been lies and uncalled for deceitfulness spread on social media by a board member. One of the lies spread was that he was not certified, which is false. The documentation was held up due to COVID-19, which certainly is not his fault. He stressed that if the Town does not have a policy in place currently, one should be implemented. He also stated that if anyone would like to speak to him, he would be more than happy to take their call.
- Eugene Hafner stated that he, too, has had lies and misinformation spread about him on social media by the same person. He agreed with Carl Emmons, Jr. and supported the implementation of a social media policy or code of conduct policy to stop this type of unprofessional behavior in the future. He reminded the Board that when a single Board Member speaks the impression made is that it is the opinion/view of the entire Board.
- Ellen Killicutt also stated that the Town should implement a code of conduct/social media policy and the public should be informed. She also stated that Onondaga County has a 911 Call Log available, but Oswego County does not. Carl Emmons, Jr. stated that she could contact County Legislator Terry Wilbur to discuss the subject.

Approval of 2021 September Board Meeting Minutes, October Budget & October Workshop Minutes:

- Supervisor Floyd Calkins requested a motion to be made to approve the September 2021 Board Minutes, the October 2021 Budget Workshop Meeting and the October 2021 Board Workshop Minutes. Councilwoman Brenda Wilson made a motion to approve the above Town Board Minutes; seconded by Councilwoman Virginia Wilbur.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

Approval of 2021 October Board Meeting Minutes & November Budget Public Hearing & Workshop Minutes:

- Supervisor Floyd Calkins requested a motion to be made to approve the October 2021 Board Minutes, the November 2021 Budget Public Hearing & Workshop Meeting Minutes. Councilwoman Brenda Wilson made a motion to approve the above Town Board Minutes; seconded by Councilwoman Virginia Wilbur.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

Approval of Financial Report: October 2021 Report:

- Supervisor Floyd Calkins requested that a motion be made to approve the October 2021 Financial Report. Councilwoman Virginia Wilbur made a motion to accept the October 2021 Financial Report; Councilman Greg Hilton seconded the motion.

Ayes: 4 [Hilton, Wilbur, Wilbur, Calkins]

Nays: 0

Absent: 1 [Ladd]

Correspondence & Notifications: Supervisor Floyd Calkins announced the following correspondence & notifications:

- Blood Drive scheduled for December 8, 2021 from Noon to 5pm.
- Supervisor Floyd Calkins announced received the Mortgage Tax for APRIL – SEPTEMBER in the amount of \$24,566, an increase of \$6,273 from 2020.
- Supervisor Floyd Calkins stated the Town received a letter from the Village requesting copies of the Town bills to be shared with the Village.

Departmental 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 – No Report**
- **Dog Control Report**
- **Planning Board Report**
- **Zoning Board of Appeals Report – No Report**
- **Water Department Report**

Councilwoman Brenda Wilson made a motion to approve the above reports; seconded by Councilwoman Virginia Wilbur.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

Old Business:

- Councilwoman Virginia Wilbur made a motion to approve the following resolution to adopt the Town of Hannibal 2022 Budget; seconded by Councilman Greg Hilton.

Resolution 87 – 2021

BE IT RESOLVED THAT the Hannibal Town Board approves to adopt the Town of Hannibal 2022 Budget.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

- Supervisor Floyd Calkins provided a handout summarizing the financing numbers for the creation of a water district on Muck Drive. He would like more clarification on the numbers before presenting to the interested residents on Muck Drive. It will be discussed further at the next Board Workshop Meeting.
- Supervisor Floyd Calkins announced to the Board members that Charles Fadden was elected as a Village Trustee and would no longer be able to serve as a Board of Review member due to incompatibility with the position. The Town will need to advertise to fill the open positions on the Planning Board, Zoning Board of Appeals and the Board of Review. He asked for a motion to approve placing an ad in the Pall-Times. Councilwoman Virginia Wilbur made a motion to approve the following resolution to advertise the open positions in the Pall-Times; seconded by Councilman Greg Hilton.

Resolution 88 – 2021

BE IT RESOLVED THAT the Hannibal Town Board approves to advertise the open positions on the Planning Board, Zoning Board of Appeals and the Board of Review in the Pall-Times.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

New Business:

- Supervisor Floyd Calkins asked the Board for a motion to pass the Reporting Resolution for Elected and Appointed Officials for Duane Shepard. Councilwoman Virginia Wilbur made a motion to approve the following resolution; seconded by Councilman Greg Hilton.

Resolution 89 -2021

BE IT RESOLVED THAT the Town of Hannibal/30628 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Duane Shepard; Chief Water Operator, Term (1/1/21-12/31/21); Standard Work Day (7 hours); Record of Activities result (6.48); Pay Frequency (Bi-weekly).

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

- Supervisor Floyd Calkins asked the Board members for their thoughts on whether the Town should participate financially in the Hannibal Area Joint Youth Program. Councilwoman Brenda Wilson stated she would like to see the Town participate in funding the program. Councilman Greg Hilton stated that

he would like to evaluate what programs are included in the program and what the plans would be. It was decided to discuss the topic further at the next Board Workshop.

- Supervisor Floyd Calkins explained that the Dog Control Officer had purchased a new fax machine and had asked for reimbursement of half the cost. After some discussion, Councilwoman Virginia Wilbur made a motion to reimburse the Dog Control Office one half of the total cost of the fax machine; there was no second to the motion. It was decided to discuss the matter further at the next Board Workshop.
- Supervisor Floyd Calkins presented several budget modifications to the Board for approval. Councilwoman Brenda Wilson made a motion for a resolution to approve the following budget modifications; seconded by Councilman Greg Hilton.

Resolution 90 -2021

BE IT RESOLVED THAT the Hannibal Town Board approves the following Budget Modifications:

- **Reduce Expenditure Line DB5110.473 (Surface Treatment) by \$15,000 and increase Line DB5112.2 (Capital Improvement - Chips) by \$15,000.**
- **Reduce Expenditure Line DB5110.478 (Crusher Run) by \$71,747.43 and increase Line DB5112.2 (Capital Improvement - Chips) by \$71,747.43.**
- **Reduce Expenditure Line B8020.410 (Planning Board) by \$2,000 and increase Line B8020.10 (Planning Board Secretary) by \$2,000.**
- **Reduce Expenditure Line B8664.410 (Codes) by \$85.67 and increase Line B9050.8 (Unemployment Insurance) by \$85.67.**
- **Reduce Expenditure Line SW2-1910.4 (Insurance) by \$50.40 and increase Line SW2-9050.8 (Unemployment Insurance) by \$50.40.**
- **Reduce Expenditure Line SW3-1910.4 (Insurance) by \$34.09 and increase Line SW3-9050.8 (Unemployment Insurance) by \$34.09.**
- **Reduce Expenditure Line SW4-1910.4 (Insurance) by \$12.70 and increase Line SW4-9050.8 (Unemployment Insurance) by \$12.70.**
- **Reduce Expenditure Line A-1990.4 (Contingent Account) by \$2,000 and increase Line A-1410.12 (Deputy Town Clerk) by \$2,000.**
- **Reduce Expenditure Line A-1990.4 (Contingent Account) by \$300 and increase Line A-1410.16 (Assistant Clerk) by \$300.**
- **Reduce Expenditure Line A-1990.4 (Contingent Account) by \$230 and increase Line A-1910.496 (Insurance) by \$230.**

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

- Supervisor Floyd Calkins presented the updated Cemetery Fees Schedule and asked for a motion to approve it. Councilman Greg Hilton made a motion to approve a resolution for the updated Cemetery Fee schedule; seconded by Councilwoman Virginia Wilbur.

Resolution 91 – 2021

BE IT RESOLVED THAT the Hannibal Town Board approves the following Bethel Cemetery Fee Schedule:

- Corner Stones: \$150**
- Adult Interment: \$600**
- Cremation Interment: \$250**
- Infant: \$275**
- Concrete Base: \$1.80 per square inch**
- Service Fee: \$50**
- Hourly Rate Fee: \$100**

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

Other Business:

- Highway Superintendent Jake Malcott submitted a quote to purchase REXROTH SYSTEM for \$7,286.60. He explained that this system would save approximately half of the materials that are put on the roads. Councilman Greg Hilton made a motion to approve the following resolution to purchase a REXROTH SYSTEM for the Highway Department; seconded by Councilwoman Brenda Wilson.

Resolution 92 -2021

BE IT RESOLVED THAT the Hannibal Town Board approves the purchase of a REXROTH SYSTEM for the Highway Department for the amount of \$7,286.60.

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

- Councilman Greg Hilton stated that he would like the Board to consider developing and utilizing a Code of Conduct Policy with a standard set of rules for professional and appropriate behavior on social media and for public meetings by Town employees and officials. Supervisor Floyd Calkins stated that he would reach out to the Town Attorney and Councilman Greg Hilton stated he would reach out to the Association of Towns for guidance. It will be discussed further at the next Board Workshop.

Approval to Pay Town Bills: Councilwoman Virginia Wilbur made a motion to approve the payment of the following Town bills - Abstract #11; seconded by Councilman Greg Hilton.

- A. General A Fund Vouchers #188-#208; Total Claims: \$36,359.07
- B. General B Fund Vouchers #29-#32; Total Claims: \$1,954.49
- C. General SF Fund Vouchers #; Total Claims: \$0
- D. General SL Fund Vouchers #11; Total Claims: \$322.74
- E. DA Highway Fund Vouchers #111-#126; Total Claims: \$32,782.94

- F. DB Highway Fund Vouchers #35-#40; Total Claims: \$52,500.60
- G. Water District SW-1 Vouchers #; Total Claims: \$0
- H. Water District SW-2 Vouchers #57-#59; Total Claims: \$6,393.14
- I. Water District SW-3 Vouchers #45-#47; Total Claims \$9,528.70
- J. Water District SW-4 Vouchers #40-#41; Total Claims \$1,137.16
- K. Trust & Agency Vouchers #12; Total Claims \$188.00

Grand Total of Claims: \$141,166.84

Ayes: 4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

At 7:31pm, Councilwoman Virginia Wilbur made a motion to adjourn the meeting; seconded by Councilman Greg Hilton.

Ayes:4 [Hilton, Wilbur, Wilson, Calkins]

Nays: 0

Absent: 1 [Ladd]

The meeting was adjourned at 7:31pm.

Respectfully submitted,

Denise J. Hafner

Denise J. Hafner, Hannibal Town Clerk