

**TOWN OF HANNIBAL**  
**RE-ORGANIZATIONAL BOARD MEETING**  
**JANUARY 2, 2019**  
**7:00 PM**

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

**Others Present:** Town Justice Jack Beckwith, Jr.; Town Justice Eugene Hafner; Kelly LaRock, Planning Board Member; Bob LaRock; Larry & Cindy Flint; Donna Whitcomb; Gregg Stupp, Sr., Planning Board Member; Bob Dilts, Planning Board Member; Doug Bower; Jessica Green 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; Denise Hafner, Town Clerk, opened the meeting 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.
- Eugene Hafner stated that many private sector principles and concepts could be applied to the public sector such as benchmarking best practices and applying information from training sessions. He was encouraged by Councilman Floyd Calkins looking into ways to improve previous practices and expenditures and that both Councilman Floyd Calkins and Councilwoman Brenda Wilson will be attending the training being offered in February. He is excited about what may be in the future for the Town in 2019 and hopes that the administration will avoid doing business “the way it has always been done”.
- Larry Flint stated that the list for the Planning Board members needs to be updated due to errors for many of the term expirations. Bob Dilts confirmed that there are errors and that his term expires in 2021, not as it is listed. Supervisor Virginia Wilbur stated that she would check the oath cards for the correct dates.
- Doug Bower asked why several town officials have not been attending the Town Board Meetings. He also stated that he had left a message for the Code Enforcement Officer about a code violation on County Route 85, but has not yet heard back. Councilwoman Brenda Wilson stated that she would follow up with the Code Enforcement Officer.
- Kelly LaRock also confirmed that the date for her term on the Planning Board is also incorrect and that her term expires in 2022. She also said that Doug Bower could fill out a complaint form.
- Eugene Hafner asked Supervisor Virginia Wilbur when the Department Heads would be receiving the Quarterly Reports that the Board discussed providing at an earlier meeting. Supervisor Virginia Wilbur stated that beginning in January the departments will begin receiving the reports. She also stated that each month at the board workshops, Department Heads will be invited to discuss the needs of their department.
- Supervisor Virginia Wilbur closed the Public Session.

**Approval of the December 2018 Board Meeting Minutes:**

- Supervisor Virginia Wilbur requested a motion be made to approve the December 2018 Board Meeting Minutes. Councilman Charles Reed made a motion to approve the December 2018 Board Meeting Minutes; seconded by Councilman Rick Shoults.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

**Correspondence & Notifications:**

- Supervisor Virginia Wilbur read a letter from Michael Pierce submitting his resignation as the Zoning Board of Appeals Chairman due to scheduling conflicts with his job. He stated in the letter that he would be willing to be the Vice Chairman. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

**Resolution 1-2019**

**BE IT RESOLVED THAT THE Hannibal Town Board accepts the resignation of Michael Pierce as the Chairman of the Zoning Board of Appeals.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur read a letter from Cindy Flint expressing interest in serving as the Zoning Board of Appeals Chairman. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

**Resolution 2-2019**

**BE IT RESOLVED THAT THE Hannibal Town Board appoints Cindy Flints as the Chairman of the Zoning Board of Appeals.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

- Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

**Resolution 3-2019**

**BE IT RESOLVED THAT THE Hannibal Town Board appoints Michael Pierce as the Vice-Chairman of the Zoning Board of Appeals.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur reminded the Board members that the Community Safety Forum will be held on January 8, 2019 from 6:00pm to 8:00pm at Oswego County BOCES and encouraged the Board members to attend.

**New Business:**

- Supervisor Virginia Wilbur asked that a motion be made to pass a resolution for the following appointments/designations for 2019:

#### **Resolution 4-2019**

**BE IT RESOLVED THAT the Hannibal Town Board sets the following appointments/designations for 2019:**

- 1) **The Monthly Board Meeting shall be held on the third Wednesday of the month.**
- 2) **The Monthly Board Workshops shall be held two weeks prior to the Board Meeting (Wednesday) at 3:30pm.**
- 3) **The Official Depository shall be The Hannibal Community Bank.**
- 4) **The Official Newspaper shall be The Palladium Times/The Valley News.**
- 5) **Legal Counsel shall be Attorney Rebekah Prosachik.**
- 6) **NYMIR shall be the designated Insurance Carrier for the Town.**

Councilman Floyd Calkins made a motion to approve the above resolution setting the appointments/designations for 2019; seconded by Councilwoman Brenda Wilson.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur asked that a motion be made to pass a resolution for the following appointments/designations for 2019:

#### **Resolution 5-2019**

**BE IT RESOLVED THAT the Hannibal Town Board sets the following appointments/designations for 2019:**

- 1) **The NYS Fire & Building Code Enforcement Officer shall be Carl Emmons, Jr.**
- 2) **The Dog Control Officer shall be Theresa Penfield.**
- 3) **The Deputy Town Supervisor shall be Rick Shoults.**
- 4) **The 1<sup>st</sup> Deputy Town Clerk shall be Dawn Combes.**
- 5) **The Safety Coordinator shall be Chris Harris.**
- 6) **The Deputy Tax Collector shall be Dawn Combes.**
- 7) **The Court Clerk shall be Denise Hafner.**
- 8) **The Registrar of Vital Records shall be Denise Hafner.**
- 9) **The Deputy Registrar of Vital Records shall be Dawn Combes.**

Councilman Charles Reed made a motion to approve the above appointments for 2019; seconded by Councilman Floyd Calkins.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

- Supervisor Virginia Wilbur asked that a motion be made to pass a resolution for the following appointments/designations for 2019:

#### **Resolution 6-2019**

**BE IT RESOLVED THAT the Hannibal Town Board sets the following appointments/designations for 2019:**

- 1) **The Mileage Rate shall be 54.5 cents.**
- 2) **Petty Cash for the Tax Collector shall be \$250; Petty Cash for the Town Clerk shall be \$100.**
- 3) **The Fee for a Returned Check shall be \$20.**
- 4) **The Maximum Purchase Rate for the Highway Superintendent shall be \$5000.**
- 5) **The Deputy Highway Superintendent shall be Nelson Hawkins.**
- 6) **The Court Constables shall be Robert Dalton, Thomas Brosch, Matt Kurimsky and Thomas Adessa.**
- 7) **The Liaison for the Highway Garage shall be Floyd Calkins.**

**8) The Town Clerk's Office will be closed on Fridays from Memorial Day to Labor Day.**

Councilwoman Brenda Wilson made a motion to pass the above appointments/designations; seconded by Councilman Charles Reed.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]  
Nays: 0

- Supervisor Virginia Wilbur asked that a motion be made to pass a resolution for the following appointments/designations for 2019:

**Resolution 7-2019**

**BE IT RESOLVED THAT the Hannibal Town Board sets the following appointments/designations for 2019:**

**The Hannibal Town Municipal Office shall be closed in observation of the following holidays:**

<b>January 1<sup>st</sup></b>	<b>[New Year's Day]</b>
<b>January 21<sup>st</sup></b>	<b>[Martin Luther King Day]</b>
<b>February 18<sup>th</sup></b>	<b>[President's Day]</b>
<b>April 19<sup>th</sup></b>	<b>[Good Friday]</b>
<b>May 27<sup>th</sup></b>	<b>[Memorial Day]</b>
<b>July 4<sup>th</sup></b>	<b>[Independence Day]</b>
<b>September 2<sup>nd</sup></b>	<b>[Labor Day]</b>
<b>October 14<sup>th</sup></b>	<b>[Columbus Day]</b>
<b>November 5<sup>th</sup></b>	<b>[Election Day]</b>
<b>November 11<sup>th</sup></b>	<b>[Veteran's Day]</b>
<b>November 27<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup></b>	<b>[Thanksgiving Holiday]</b>
<b>December 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup></b>	<b>[Christmas Holiday]</b>
<b>December 31<sup>st</sup></b>	<b>[New Year's Eve]</b>

Councilman Rick Shoults made a motion to pass the above appointments/designations; seconded by Councilman Charles Reed.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]  
Nays: 0

- Supervisor Virginia Wilbur asked that resolution be passed to set the 2019 Duplicate Tax Bill Fee at \$2.00.

Councilman Floyd Calkins made motion to pass the following resolution; seconded by Councilman Charles Reed.

**Resolution 08-2019**

**BE IT RESOLVED THAT the Hannibal Town Board sets the 2019 Duplicate Tax Bill Fee at \$2.00.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]  
Nays: 0

- Supervisor Virginia Wilbur asked that a resolution be passed to accept credit card payments for the 2019 Property Tax Bills.

Councilman Rick Shoults made motion to pass the following resolution; seconded by Councilman Charles Reed.

**Resolution 09-2019**

**BE IT RESOLVED THAT the Hannibal Town Board approves the acceptance of credit card payments for the 2019 Property Tax Bills.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

A discussion ensued as to who would be appointed as the Website Administrator. Councilman Floyd Calkins stated he would be willing to do the job.

- Supervisor Virginia Wilbur asked that a resolution be passed to appoint Councilman Floyd Calkins as the Website Administrator until the matter could be discussed further at the next Board Workshop.

Councilwoman Brenda Wilson made motion to pass the following resolution; seconded by Councilman Rick Shoults.

**Resolution 10-2019**

**BE IT RESOLVED THAT the Hannibal Town Board appoints Councilman Floyd Calkins as the Website Administrator to update and make the Hannibal Website current until the matter is discussed further at the next Board Workshop on January 23, 2019 deciding who will hold the position as Website Administrator.**

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

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

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

**At 7:30 pm the Hannibal Town Board closed the Town Board Meeting to enter into Executive Session to discuss litigation.**

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

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

**The Executive Session was closed and the Hannibal Town Board Meeting was reconvened at 7:45pm.**

At 7:46pm, Councilman Charles Reed made a motion to adjourn the meeting; seconded by Councilman Rick Shoults.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]

Nays: 0

The Hannibal Town Board Meeting was adjourned at 7:46pm.

Respectfully submitted,

***Denise J. Hafner***

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Hannibal Town Clerk