

**TOWN OF HANNIBAL
ORGANIZATIONAL MEETING
JANUARY 20, 2016
7:00 PM**

Present: Supervisor Ronald Greenleaf
Councilwoman Virginia Wilbur
Councilman Randy Hendricks
Councilman Richard Shoults
Councilman Gary Thompson
Town Clerk Denise Hafner
Highway Supervisor George Ritchie

Others Present: Code Enforcement Officer Wayne Newton; Dog Control Officer (DCO) Theresa Penfield; Justice Jack S. Beckwith, Jr.; Hannibal Mayor Fred Kent; Planning Board Member Gregg Stupp, Sr.; Planning Board Member Larry Flint; County Legislator Terry Wilbur; The Valley News Reporter; and several members of the community.

Supervisor Greenleaf called the meeting to order at 7:00pm with the Pledge of Allegiance to the Flag. Gregg Stupp, Sr. opened the meeting with prayer.

Public Session:

- A community member expressed concern that after a year of requesting commercial zoning for a section of Kelly Road, the situation has still not been addressed or resolved.
- Code Enforcement Officer Wayne Newton replied that he has been in communication with Town Attorney Hawthorne and that they are still researching zoning issues but have not yet reached a resolution.
- Town Supervisor Greenleaf reported that it is necessary to prove the existence of an active business at the Kelly Road location. Larry Flint elaborated further that the road has been damaged by the trucks entering and exiting the location.

Approval of December Minutes:

- Supervisor Greenleaf requested a motion be made to approve the December Regular Board Minutes and the December End of the Year Minutes.
- Councilwoman Virginia Wilbur made a motion to accept the minutes, Councilman Randy Hendricks seconded the motion.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]
Nays: 0

Approval of December Financial Report:

- Supervisor Greenleaf requested a motion be made to approve the December Financial Report.
- Councilman Gary Thompson made a motion to accept the December Financial Report, Councilwoman Virginia Wilbur seconded the motion.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]
Nays: 0

Correspondence and Notifications: None

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

- 1. Town Clerk Report**
- 2. Highway Department Report**
- 3. Code Enforcement Report**
- 4. Assessment Report**
- 6. Dog Control Report**
- 7. Planning Board Report**
- 8. Zoning Board of Appeals Report**

Councilman Gary Thompson thanked DCO Theresa Penfield for responding to a call about a dog on Christmas Day.

Councilwoman Virginia Wilbur made a motion to accept the above reports; Councilman Rick Shoults seconded the motion.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]
Nays: 0

Annual Appointments: Councilman Randy Hendricks presented the following appointments to the board:

1. The Monthly Meeting will be held on the third Wednesday of the month at 7:00pm
2. The Community Bank shall be the Official Depository
3. The Valley News shall be the Official Newspaper
4. Attorney Dennis Hawthorne, Jr. shall serve as the Town Attorney
5. The Official Insurance Carrier shall be NYMIR
6. Appoint Wayne Newton as the NYS Fire & Bldg. Representative
7. Appoint Theresa Penfield as the Dog Control Officer
8. Appoint Virginia Wilbur as the Deputy Town Supervisor
9. Appoint Sheri Meyer as the Deputy Town Clerk
10. Appoint Chris Emmons as the Safety Coordinator
11. Appoint Sheri Meyer as the Deputy Tax Collector
12. Appoint Bonita Gainey as the Assessor Clerk
13. Appoint Denise Hafner as the Court Clerk
14. Appoint Denise Hafner as the Registrar of Vital Records
15. Appoint Sheri Meyer as the Deputy Registrar of Vital Records
16. The Mileage Rate shall be 57.5 cents
17. Petty Cash for the Tax Collector shall be \$250; Petty Cash for the Town Clerk shall be \$100
18. Appoint Lowell Newvine as the Town Historian
19. The Returned Check Fee shall be \$20.00
20. The Highway Superintendent shall have a maximum purchase rate of \$5000.00
21. Appoint Robert Dalton, Thomas Brosch, Fred Ferguson, Matt Kurimsky and Thomas Adessa as Court Constables
22. Appoint Jennifer Malone as the Secretary for the Planning & Zoning Board
23. Appoint Susan DeMey to the Planning Board with a term to expire on 12/31/2021

Councilman Gary Thompson made a motion to approve the preceding appointments; Councilwoman Virginia Wilbur seconded the motion.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]
Nays: 0

Old Business:

- **Audit of the Supervisor's Records:** Supervisor Ron Greenleaf explained that the Supervisor's Records are not yet ready for review due to the fact that the numbers for the close of the year were just entered. The report should be ready for the February meeting.
- **Audit of Justice Court Records:** Justice Jack Beckwith, Jr. presented the Justice Court Financial Records and Monthly Reports for the year end audit. After some discussion by the board members it was decided to approve the records at the next Workshop Meeting on February 10th, 2016 at 3:30pm to allow time for all board members to review them. Past practice has been to review the books during a normally scheduled Board Meeting.

Supervisor Ron Greenleaf ended the Organizational Meeting at 7:15pm to open the Public Hearing on Fracking at 7:16pm.

PUBLIC HEARING ON FRACKING

Supervisor Ron Greenleaf gave an overview on what fracking is, stating that the Town of Avon and the Town of Dryden were able to prohibit fracking in their towns through their Comprehensive Plan and their Zoning Laws.

Supervisor Ron Greenleaf turned the floor over to Gregg Stupp, Sr. to present a report on the myths about fracking and on the importance of passing zoning laws to prevent fracking in the Town.

Supervisor Ron Greenleaf turned the floor over to Larry Flint to present a report on the environmental dangers of fracking. He pointed out that there is a danger of contaminating the ground water with chemicals used in the fracking process. Mr. Flint ended his presentation with a request that the Town Board prohibit fracking in our area to preserve our homes, our water and the community.

Supervisor Ron Greenleaf again stated that the best way to prevent fracking in our Town is by passing prohibitive zoning laws and policies. He asked Code Enforcement Officer Wayne Newton to research the topic and make recommendations.

End of Public Hearing on Fracking at 7:35pm.

Supervisor Ron Greenleaf opened the Public Hearing on Approved Foundation Systems for Manufactured Housing Installations at 7:36pm.

PUBLIC HEARING ON APPROVED FOUNDATION SYSTEMS FOR MANUFACTURED HOUSING INSTALLATIONS

Supervisor Ron Greenleaf opened the Public Hearing on Approved Foundation Systems for Manufactured Housing Installations at 7:35pm.

Code Enforcement Officer Wayne Newton gave a presentation on zoning rules for the installation of manufactured homes (see enclosure). It was then recommended by Code Enforcement Officer Wayne Newton that the Town Board adopt the following changes to Section 530, A, 4, Manufactured Homes, of the Zoning Laws of the Town of Hannibal:

Delete in line 1 the following "*Be placed on a concrete pad; concrete piers or a compacted gravel base to meet or exceed the manufactures recommendations and all applicable codes outlined in the International*". Replace with "*be installed as per the 2010 edition of the Residential Code of New York. Section AE501.1*"

Code Enforcement Officer Wayne Newton asked if there were any comments or questions.

Councilman Gary Thompson asked if this affected existing manufactured homes or just new installations. Code Enforcement Officer Wayne Newton explained that when a manufactured home is moved then the change to the foundation would be necessary.

Lee McMillen, (Wall Street resident), expressed opposition to the change due to the additional financial burden to homeowners.

Gregg Stupp, Sr. asked for an explanation of the difference between the NYS code and the International Code. Code Enforcement Officer Wayne Newton explained that the NYS 2010 Edition is an update to the International Code, and that the State requires that the 2010 Edition be followed.

Carol Darling, (State Route 3 resident), asked if a list of architects would be available for people to use. Code Enforcement Officer Wayne Newton replied that he would inform the home owner of the requirement, but if they wish to speak with an architect it would be their responsibility to retain one.

Resolution 1-2016

Change the wording in the Town Zoning Law for concrete pads for manufactured homes to the Approved Foundations Systems for Manufactured Housing Installation per building standards and codes for 2010.

On a motion of Councilman Gary Thompson, seconded by Councilwomen Virginia Wilbur, the following resolution was adopted:

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

Be it resolved that the Town Board change the wording in the Town Zoning Law for concrete pads for manufactured homes to the Approved Foundations Systems for Manufactured Housing Installation per building standards and codes for 2010.

Organizational Meeting reconvened at 7:46pm.

New Business:

- Councilman Randy Hendricks and Councilman Rick Shoults will review the Procurement Policy and make recommendations for improvements. Supervisor Ron Greenleaf stated that all purchase requests must be presented to him prior to the purchase.
- Councilman Randy Hendricks made a motion that the next Regular Board Meeting be scheduled for Thursday, February 18th, 2016 due to a schedule conflict of the Town Supervisor. Seconded by Councilman Rick Shoults.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Councilman Gary Thompson gave a presentation on merging the Hannibal Town Court with the Granby Town Court. A motion was made by Councilman Gary Thompson, seconded by Councilman Randy Hendricks, to hold a Public Hearing on February 18th, 2016 at 7:30pm to discuss the possible merge of the Hannibal Town Court with the Granby Town Court. The Town of Granby will be invited to attend the meeting.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Supervisor Greenleaf asked if there was anyone who would be willing to be on the committee to research the idea. Councilman Gary Thompson, Gregg Stupp, Sr. and Rob Lanning, (696 Harris Hill Road resident), volunteered.
- Justice Jack Beckwith, Jr. suggested that a formal cost benefit study be performed by an independent organization and that the Hannibal Town Court's Supervising Judge, Judge Gideon, be invited to the Public Hearing on February 18th, 2016 to speak to the public. Supervisor Greenleaf agreed.
- Supervisor Greenleaf asked Councilman Rick Shoults to lead a committee to review the Zoning Laws and Local Ordinances and make recommendations for improvement. Zoning Board Chairman Dilts, Josh Bomgren, Larry Flint and Kelly LaRock volunteered to serve on the committee.
- Supervisor Greenleaf asked Councilman Rick Shoults, and the above volunteers, to also be on the committee to review Local Laws and Enforcement Procedures and make recommendations for reform.
- Work Session Meetings will be held in the future one week before Regular Board Meetings. The next Work Session Meeting will be held on February 10th, 2016 at 3:30pm.
- Supervisor Greenleaf informed the Board that the Town Garage is in need of a Copier/Printer/Fax machine. Cost would be approximately \$200.
- Councilman Randy Hendricks made a motion to purchase a Copier/Printer/Fax machine for approximately \$200 to be used at the Town Garage. Seconded by Councilman Rick Shoults.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Councilman Randy Hendricks made a motion to approve the Abstracts for the General, Highway, and Water Departments. Seconded by Councilman Rick Shoults.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Supervisor Greenleaf proposed that the Town Clerk be given approval to purchase a new desk, chair, and computer. It was explained that in the past the Town Clerk and Village Clerk positions were held by one individual and now those positions are held by two different people so another workstation is needed. Councilman Randy Hendricks made a motion that the Town Clerk be allowed to spend up to \$2000 for an L-shaped desk, a new office chair, a new computer, and keyboard. Motion seconded by Councilman Rick Shoults.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Supervisor Greenleaf reported that he and Councilman Randy Hendricks had looked at several different speaker systems and would need to meet again to finalize their decision. Cost for a system with six microphones and two to three speakers would be approximately \$2000.
- Supervisor Greenleaf requested that a resolution be adopted by the Board to meet prior to the Regular Board Meetings at 6:30pm to review the bills and the Abstracts.

On a motion made by Councilwoman Virginia Wilbur, seconded by Councilman Rick Shoults, the following resolution was proposed:

RESOLUTION 2-2016

Be it resolved that the Town Board meet prior to each Regular Board Meeting at 6:30pm to review the bills and the Abstracts.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

Other Business:

- Gregg Stupp, Sr. requested that the Board read aloud the Abstracts and Bills during the meetings to review the bills and the Abstracts as is required by the Open Meetings Law. The Board agreed.
- Code Enforcement Officer Wayne Newton informed the Board and the Public that there would be a Blood Drive on Monday, February 8th, 2016 held in the Meeting Room from Noon to 5pm.
- Councilman Gary Thompson made a suggestion that all Department Heads have business cards made to pass out to the public. Supervisor Greenleaf replied that they could use their contractual account to pay for the cards if they so desire them.
- Highway Supervisor George Ritchie asked if the damage done to Harris Hill Road had been addressed. Supervisor Greenleaf stated that the matter has been given to the Town Attorney but at this point it has not been resolved.
- Highway Supervisor George Ritchie requested permission to purchase a Belly Scraper to use to plow County roads. He also requested permission to purchase a new door for the Town Garage. Supervisor Greenleaf informed him that the garage door was approved last year but he would need to provide some quotes to the Board before procurement. He would also need to obtain quotes for the Belly Scraper for further discussion at the next Board Meeting.
- Councilman Randy Hendricks made a motion for the purchase of a new door for the Town Garage; seconded by Councilwoman Virginia Wilbur.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Supervisor Ron Greenleaf opened the floor to the Public for comments.

Carol Darling, (State Route 3 resident), expressed strong opposition to the proposed court merger and asked if the Committee Meetings were to be Open Meetings. Supervisor Greenleaf responded that they are open.

- Supervisor Greenleaf asked for a motion to pay the bills. Councilwoman Virginia Wilbur made a motion to pay the bills; Councilman Randy Hendricks seconded.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

- Supervisor Greenleaf requested a motion to adjourn the meeting. Councilwoman Virginia Wilbur made

a motion to adjourn the meeting; seconded by Councilman Rick Shoults.

Ayes: 5 [Greenleaf, Wilbur, Hendricks, Shoults, Thompson]

Nays: 0

Meeting adjourned at 8:25pm.

Respectfully submitted,

Denise J. Hafner
Hannibal Town Clerk

APPROVED