

**TOWN OF HANNIBAL
REGULAR BOARD MEETING
FEBRUARY 6, 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: Kelly LaRock, Planning Board Member; Gregg Stupp, Sr., Planning Board Chairman; Jack Beckwith, Jr., Town Justice; Jake Malcott, Highway Superintendent; Donna Whitcomb, Planning Board/ZBA Secretary; Becki Hendricks, Sole Assessor; Duane Shepard, Chief Water Operator; Nelson Hawkins; Ellen Killicutt; Gregg Bess; Mike Sullivan; Terry Wilbur, Oswego County Legislator; 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 Bess presented the Board with an application to build a helicopter landing pad on his property.
- Ellen Killicutt asked what the Board of Review does. Supervisor Virginia Wilbur explained that the Board of Review addresses assessments and grievances. She also stated that there is an open position on the Board of Review.
- County Legislator Terry Wilbur reported that the County has finalized the sales tax for 2018 and that it was higher than what the County had budgeted. The Town can expect to receive a little more revenue due to this. He also stated that due to some of the legislative changes, such as early voting, the County is seeing an increase in expenses.
- Supervisor Virginia Wilbur closed the Public Session.

Approval of the January Board Minutes and the January Workshop Minutes:

- Supervisor Virginia Wilbur requested a motion be made to approve the above Board Minutes. Councilman Charles Reed made a motion to accept the January Regular Board Minutes and the January Workshop Minutes; Councilman Rick Shoults seconded the motion.

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

Nays: 0

Approval of the January 2019 Financial Report: No Report

Correspondence & Notifications:

- Supervisor Virginia Wilbur read the letter submitted by Gregg Bess about establishing a PPR heliport which will include a helicopter landing pad on his property (497 Harris Hill Road). Gregg Bess stated that the Board would first need a resolution and then contact the State. Supervisor Virginia Wilbur stated that the Board would review the matter at the next Board Workshop.
- Supervisor Virginia Wilbur announced that she would be meeting with Sherry K_____ at Community Bank about finalizing the paperwork for the transfer of Bethel Cemetery to the Town. A new bank account will be opened to handle any funds for the operation of the cemetery.

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**
- **Assessor’s Report**
- **Dog Control Report – No activities**
- **Planning Board Report**
- **Zoning Board of Appeals Report**
- **Water Department Report**

Supervisor Virginia Wilbur asked Assessor Becki Hendricks to give a presentation on conducting a full revaluation for the Town. She stated that there were discrepancies in the assessors’ database and data collection would need to be gathered through picture taking and road review. The process would be done over a two year period. A packet was provided to the Board outlining the process. Becki asked that the Board review the packet and make a decision at the next Board meeting whether to move forward with the process.

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

- Councilman Floyd Calkins suggested that the reports be approved at the next Board Workshop on March 6th.

Old Business:

- Supervisor Virginia Wilbur stated that Diane Miller’s term expiration for the Board of Review should be 10/1/23 not 10/1/21 and asked that a motion be made to amend it. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 19-2019

BE IT RESOLVED THAT the Hannibal Town Board amends the term expiration to 9/30/2023 for the appointment of Diane Miller on the Board of Review.

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

Nays: 0

- Finance Committee Update: Councilman Floyd Calkins asked if the board would be able to meet the new bookkeeper. Supervisor Virginia Wilbur stated that she had invited the bookkeeper to attend the March 6th Board Workshop and asked if the Workshop could be held at 6:00pm to accommodate her schedule. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 20-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to hold the March 6, 2019 Board Workshop at 6:00pm in order for the new bookkeeper, to attend and meet the Board members.

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

Nays: 0

- Website Committee Update: Councilman Floyd Calkins reported that he and Councilwoman Brenda Wilson met to review the Town's website. Councilwoman Brenda Wilson would like to see the website become more user-friendly. Councilman Floyd Calkins suggested that the Town's policies be posted on the website.
- Comprehensive Plan Committee Update: Councilman Rick Shoults reported that it was suggested that the Planning Board be reduced from seven members to five members. Councilman Charles Reed questioned the list of businesses referenced in the Comprehensive Plan and asked where it had originated. Supervisor Virginia Wilbur stated she would look into it.

New Business:

- Supervisor Virginia Wilbur stated that there is no report from the Parks & Recreation, Beautification and Country Christmas Committees.
- Supervisor Virginia Wilbur announced that at the Board Workshop on January 23, 2019, the Board had appointed Gregg Stupp, Sr. as the Chairman for the Planning Board. She also stated that Donna Whitcomb expressed her interest in being re-appointed as the Secretary to the Planning Board and to the Zoning Board of Appeals. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 21-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the re-appointment of Donna Whitcomb as the Secretary to the Planning Board and the Zoning Board of Appeals, term to expire 12/31/2019.

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

Nays: 0

- Supervisor Virginia Wilbur reported that Carl Emmons, Jr. will present a class on March 27, 2019 on First Aid Training and Defibrillator Training at 7pm.
- Supervisor Virginia Wilbur informed the Board that on January 24th the Department Heads and one Village of Hannibal Official attended a presentation for a class on how to handle an Active Shooter Incident and on Workplace Violence. The presenter would lead the classes and perform a full security audit of both the Municipal Building/Property and the Highway Garage/Property for \$3,000. Councilman Floyd Calkins pointed out that there is a plan listed in the Shared Services Report from 2018 for the Oswego County Sheriff's Department to provide Active Shooter Training for each Municipality. It will be further discussed at another time.

Other Business:

- Supervisor Virginia Wilbur announced that anyone interested in attending the Tug Hill Training to be held on March 28, 2019 will need to let her know by February 12, 2019. She also informed the Board that in order to avoid an increase in the cost of the training, the bill will need to be done as a pre-pay.

Councilman Floyd Calkins made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 22-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to pay the bill for the Tug Hill Training as a Pre-pay.

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

Nays: 0

- Supervisor Virginia Wilbur stated that Dog Control Officer Theresa Penfield will be invited to the Board Workshop on March 6, 2019 to discuss the needs and responsibilities of the department.
- Councilman Rick Shoults asked when the LED lights would be installed. Councilman Floyd Calkins stated that he had spoken with the contractor and they expect to begin the work either the third or fourth week in February.
- Supervisor Virginia Wilbur announced that a Blood Drive would be held at the Town Hall on February 28, 2019.

Approval to Pay Town Bills:

- Councilman Charles Reed made a motion to approve the payment of the following Town bills - Abstract #2; seconded by Councilman Rick Shoults.
 - A. General A Fund Vouchers #34-#38; Pre-paid Vouchers #1001-#1002; Total Claims \$4,420.89
 - B. General B Fund Vouchers #39-#43; Pre-paid Vouchers # ; Total Claims \$350.00
 - C. General SL Fund Vouchers # ; Pre-paid Vouchers #1002; Total Claims \$749.50
 - D. DA Highway Fund Vouchers #; Pre-paid Vouchers #1001-#1002; Total Claims \$7,009.26
 - E. DB Highway Fund Vouchers #; Pre-paid Vouchers #; Total Claims \$
 - F. Water District SW-2 Vouchers #; Pre-paid Vouchers #1001-#1002; Total Claims \$1852.90
 - G. Water District SW-3 Vouchers #; Pre-paid Vouchers #1001-#1002; Total Claims \$2,608.55
 - H. Water District SW-4 Vouchers #; Pre-paid Vouchers #1001; Total Claims \$311.56

Total of Vouchers: \$2,941.25 Total of Pre-paid Vouchers: \$14,361.41
Grand Total of Claims: \$17,302.66

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

Nays: 0

At 7:54pm, Councilman Rick Shoults made a motion to adjourn the meeting; seconded by Councilwoman Brenda Wilson.

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

Nays: 0

The meeting was adjourned at 7:54pm.

Respectfully submitted,

Denise J. Hafner

Denise J. Hafner, Hannibal Town Clerk