

**TOWN OF HANNIBAL
REGULAR BOARD MEETING
MARCH 20, 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; Bob LaRock; Gregg Stupp, Sr., Planning Board Chairman; Jack Beckwith, Jr., Town Justice; Eugene Hafner, Town Justice; Jake Malcott, Highway Superintendent; Donna Whitcomb, Planning Board/ZBA Secretary; Carol Darling, ZBA member; George Darling; Cindy Flint, ZBA member; Larry Flint; Theresa Penfield, Dog Control Officer; Carl Emmons Jr., Code Enforcement Officer; Duane Shepard, Chief Water Operator; Peggy Shepard; Darlene Malone; Nelson Hawkins; Gregg Bess; Dan Hoffman; Kaitlyn Ryder; Mekayla Zapanta; 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.
- Kelly LaRock questioned the term expirations listed for the Planning Board members. Supervisor Virginia Wilbur stated she would look into it. Kelly also asked whether Councilwoman Brenda Wilson had contacted Code Enforcement Officer Carl Emmons, Jr. about the complaint made by Doug Bowers. Code Enforcement Officer Carl Emmons, Jr. stated that he had called Mr. Bowers several times and had left messages; however, Mr. Bowers has not responded nor contacted him. Kelly asked that Councilwoman Brenda Wilson also follow up on the complaints made by residents on Harris Hill Road.
- Gregg Bess asked the Board members if they had any questions about the paperwork he had submitted to construct a heliport on his property. Supervisor Virginia Wilbur stated that the matter needed to be reviewed by the Code Enforcement Officer and then submitted to the Planning Board.
- Carol Darling asked that the Board please not consider reducing the Planning Board from seven members to five members.
- Eugene Hafner asked Supervisor Virginia Wilbur if the bill for the Village of Hannibal's working expenses had been submitted to the Village Board. Supervisor Virginia Wilbur stated that the Board would review it at the next Board Workshop.

- Carl Emmons, Jr. informed the Board that any applications submitted to the Town need to be given to him first and then he decides whether the matter needs to be heard by the Planning Board. He also stated that he was told by Legal Counsel not to respond or take any action on the Harris Hill Road situation as of yet.
- Kelly LaRock stated that there were two other matters/complaints on Harris Hill Road submitted and that no response has been given as of yet.
- County Legislator Terry Wilbur reported that the County has set the dates for the Rabies Clinics and provided a flyer. He also reported that the County re-funded AIM (Aid to Local Municipalities) which did not affect the Town or Village of Hannibal.
- Supervisor Virginia Wilbur closed the Public Session at 7:15pm.

Approval of the February Board Minutes and the March Workshop Minutes:

- Supervisor Virginia Wilbur requested a motion be made to approve the above Board Minutes. Councilman Floyd Calkins requested that a correction be made to the March Workshop Minutes. He stated that his wife, Marian Calkins, called the Dog Control Officer about a stray dog on their property, not himself. Councilman Charles Reed made a motion to accept the February Regular Board Minutes and the March Workshop Minutes with the above correction; Councilman Rick Shoults seconded the motion.

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

Nays: 0

Approval of the February 2019 Financial Report:

- Supervisor Virginia Wilbur requested a motion be made to approve the above Financial Report. Councilman Rick Shoults made a motion to accept the above Financial Report; seconded by Councilman Charles Reed.

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

Nays: 0

Correspondence & Notifications:

- Supervisor Virginia Wilbur read a letter received from Ellen DeMey stating that she was interested in the Board of Review position. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 23-2019

BE IT RESOLVED THAT the Hannibal Town Board appoints Ellen DeMey to the Board of Review, term to expire 09/30/2024.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, 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 – No Report**
- **Water Department Report**

Councilman Floyd Calkins asked the Dog Control Officer to explain why the Town was billed for mileage to respond to a stray dog reported by the Calkins residence when the call had been cancelled due to the location of the dog’s owner. Dog Control Officer Theresa Penfield explained that she had already driven part-way to the Calkins residence when she had received the call that the owner had been located and therefore, submitted the mileage that she had driven. She also stated that she had been in Syracuse when she received the first call but she had only calculated the mileage from Fulton, not from Syracuse.

Councilman Charles Reed made a motion to approve the above reports and the January Dog Control Report; seconded by Councilman Rick Shoults.

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

Old Business:

- Finance Committee Update: Councilman Floyd Calkins stated that he had emailed Laird Petrie from the Comptroller’s Office about the importance of the Town having a B Account due to the Town containing a Village. He also distributed a Budget outline to the Board members and stated that he was open to meeting with any of the Board members to discuss it. He will also try to arrange a time to meet with Councilman Charles Reed.
- Website Committee Update: It was reported that the Front Page of the Website had been updated and that a link was placed on the Front Page for the payment of taxes. The Rabies Clinic Schedule was added to the Dog Control Page and it was suggested that the microchips for dogs be advertised also. It was also suggested that Permit applications be updated on the Code Enforcement Page.
- Comprehensive Plan Committee Update: Councilman Rick Shoults and Councilman Charles Reed still need to meet to review the maps included in the Comprehensive Plan. Councilman Charles Reed stated that it was suggested that the Planning Board be a board of five to seven members not reduced from seven to five members.
- Supervisor Virginia Wilbur stated that she would contact another company for a quote to do an Active Shooter Training. She also stated that she would like suggestions from the Board members at the next Workshop on ways to improve safety at both the Municipal Building and the Parking Lot.

New Business:

- Supervisor Virginia Wilbur announced that Carl Emmons, Jr. would be leading a training class on March 27, 2019 at 6:30pm on how to use the Defibrillator.
- Supervisor Virginia Wilbur informed the Board that the Town’s share for the AmeriCorps Summer Youth Program would be \$948.00.

- Councilman Floyd Calkins announced that the Earth Day Clean Up would be held on April 20th from 9am to noon to clean trash from the sides of roads in the Town of Hannibal. He provided a flyer (see attached).
- Supervisor Virginia Wilbur read the County Agreement to Spend Town Highway Funds and asked the Board Members to sign the agreement. She also asked Highway Superintendent Jake Malcott to attend the Board Workshop on April 3rd to present the needs of the Highway Department. Due to a class that the Highway Department will be attending, he will instead attend the May Workshop. Supervisor Virginia Wilbur will ask Assessor Becki Hendricks to attend the April Workshop.
- Board members Floyd Calkins and Brenda Wilson were asked by Supervisor Virginia Wilbur to share some of the highlights. Councilman Floyd Calkins shared that after attending several of the financial classes it was evident that the Town of Hannibal is practicing many of the things that Auditors frown upon. He is encouraged with the way the new bookkeeper is correcting some of these practices. He also shared that there were several Sexual Harassment Training seminars to help Towns fulfill the requirements set by the State. He reminded the Board that the Town's policy needs updating. Councilwoman Brenda Wilson shared that she found the Budget classes to be very helpful especially the explanation of the differences between Municipal versus Private. She also found the classes on Open Government quite helpful.
- Supervisor Virginia Wilbur stated that Carl Emmons, Jr. would like to attend the Code Enforcement Training offered April 2 – April 4 and asked for a motion to approve the cost to attend the training to be paid by the Town. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 24-2019

BE IT RESOLVED THAT the Hannibal Town Board approves for Carl Emmons, Jr. to attend the Code Enforcement Training on April 2, 2019 through April 4, 2019 and the payment/reimbursement of the costs to attend.

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

Nays: 0

- Supervisor Virginia Wilbur stated that Denise Hafner and Dawn Combes would like to attend the Town Clerk Training offered May 5-May 8 and asked for a motion to approve the cost to attend the training to be paid by the Town. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 25-2019

BE IT RESOLVED THAT the Hannibal Town Board approves for Denise Hafner and Dawn Combes to attend the Town Clerk Training on May 5, 2019 through may 8, 2019 and the payment/reimbursement of the costs to attend.

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

Nays: 0

- Due to the Town Clerk going on vacation, Supervisor Virginia Wilbur suggested that the June 19th Board meeting be held on June 12th and that the change in date be publicized in the newspaper. Councilwoman

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

Resolution 26-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to place a Public Notice in the newspaper informing the public that the June 19, 2019 Board Meeting will be re-scheduled to June 12, 2019.

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

Nays: 0

- Supervisor Virginia Wilbur stated that the Town has taken authority of Bethel Cemetery and needs to advertise for a Sexton. The Board will discuss the wording for the advertisement at the next Board Workshop.

Other Business: None

Approval to Pay Town Bills:

- Councilman Charles Reed made a motion to approve the payment of the following Town bills - Abstract #4; seconded by Councilman Rick Shoults.

- A. General A Fund Vouchers #79-#86; Pre-paid Vouchers #1009; Total Claims \$2,725.20
 - B. General B Fund Vouchers #87-#95; Pre-paid Vouchers # ; Total Claims \$1,136.25
 - C. General SL Fund Vouchers # ; Pre-paid Vouchers #; Total Claims \$
 - D. DA Highway Fund Vouchers #; Pre-paid Vouchers #1004-#1005; Total Claims \$50,167.51
 - E. DB Highway Fund Vouchers #; Pre-paid Vouchers #; Total Claims \$
 - F. Water District SW-2 Vouchers #11 - #12; Pre-paid Vouchers #; Total Claims \$1819.60
 - G. Water District SW-3 Vouchers #10 - #11; Pre-paid Vouchers #; Total Claims \$2,519.45
 - H. Water District SW-4 Vouchers #7 - #8; Pre-paid Vouchers #; Total Claims \$326.59
- Total of Vouchers: \$8,134.79 Total of Pre-paid Vouchers: \$50,559.81
Grand Total of Claims: \$58,694.60

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

Nays: 0

- Supervisor Virginia Wilbur stated that an advertisement to hire someone to mow Bethel Cemetery and McCaussey Cemetery for the summer will need to be placed in the paper. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 27-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to place a Public Notice in the newspaper to hire someone to mow Bethel Cemetery and McCaussey Cemetery for the summer.

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

Nays: 0

At 8:02pm, Councilman Rick Shoults made a motion to adjourn the meeting; seconded by Councilman Charles Reed.

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

The meeting was adjourned at 8:02pm.

Respectfully submitted,

Denise J. Hafner

Denise J. Hafner, Hannibal Town Clerk