

**TOWN OF HANNIBAL
REGULAR BOARD MEETING
APRIL 17, 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; Donna Whitcomb, Planning Board/ZBA Secretary; Carol Darling, ZBA member; George Darling; Cindy Flint, ZBA member; Larry Flint; Theresa Penfield, Dog Control Officer; Peggy Shepard; Nelson Hawkins; Alena Samson; Ellen Killicutt; Mike Sullivan; 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.
- Larry Flint presented the Board with a packet he prepared outlining the risks a heliport could present to their home and property (see attached). FAA recommendations for the design of a heliport were included, along with statements from the DEC on the protection of Harris Hill Brook and the surrounding wetland. Mr. Flint asked that the Board not pass a resolution to allow a heliport to be constructed on Harris Hill Road.
- Supervisor Virginia Wilbur closed the Public Session at 7:15pm.

Approval of the March Board Minutes:

- Supervisor Virginia Wilbur requested a motion be made to approve the above Board Minutes. Councilman Rick Shoults made a motion to accept the March Regular Board Minutes; Councilman Floyd Calkins seconded the motion.

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

Nays: 0

Approval of the March 2019 Financial Report:

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

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

Nays: 0

Correspondence & Notifications:

- Supervisor Virginia Wilbur read a letter received from Superintendent Christopher Staats, Hannibal Central School District, explaining that the construction of the new school district transportation and maintenance center does not fall under municipal zoning regulations and therefore the Project does not require any zoning or land use approvals from the Town.

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**
- **Water Department Report**

Councilman Charles Reed made a motion to approve the above reports; seconded by Councilwoman Brenda Wilson.

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

Nays: 0

Old Business:

- Finance Committee Update: Supervisor Virginia Wilbur reported that Williamson Law Book was addressing some software problems with the Accounting program. She also reported that the 2019 reconciliations are completed and that the 2018 AUD is almost complete, but due to some problems with the 2017 AUD, it cannot be completed until the issues are rectified.
- Website Committee Update: It was reported that the items suggested at the last Board Meeting have all been updated to the Webpage as well as the Budget, Planning Board Applications and Building Permit Fees. Posting the Village items and events was discussed but was decided against because it is paid for by the Town to promote Town events and information.
- Comprehensive Plan Committee Update: Councilman Rick Shoults and Councilman Charles Reed still need to meet to review the maps included in the Comprehensive Plan.

New Business:

- Supervisor Virginia Wilbur read a letter received from Vern Cole stating that he was resigning from the Zoning Board of Appeals. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 28-2019

BE IT RESOLVED THAT the Hannibal Town Board accepts the resignation of Vern Cole from the Zoning Board of Appeals.

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

Nays: 0

- Supervisor Virginia Wilbur opened the Sealed Bid received from Contour Mowing, Landscaping & Snowplowing, Inc. for the mowing and maintenance of McCausey Cemetery. The quote to mow the

cemetery was \$560 for the season and \$55/hour for any other work needed. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Floyd Calkins.

Resolution 29-2019

BE IT RESOLVED THAT the Hannibal Town Board rejects the bid received from Contour Mowing, Landscaping & Snowplowing, Inc. to mow/maintain McCaussey Cemetery for the summer.

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

- The Board discussed re-advertising for someone to mow McCaussey Cemetery. Councilman Charles Reed made a motion to approve the following resolution; Councilman Rick Shoults seconded.

Resolution 30-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the placement of a Public Notice in the newspaper to hire someone to mow McCaussey Cemetery for the summer; bids to be received by May 13, 2019.

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

- Supervisor Virginia Wilbur gave an update on McCaussey Cemetery. She and her husband replaced the flag and light at the cemetery. Replacement of the fence will be done once the Insurance Company settles with the Town.
- Supervisor Virginia Wilbur asked that a motion be made to adopt the new Sexual Harassment Policy for the Town. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 31-2019

BE IT RESOLVED THAT the Hannibal Town Board adopts the new Sexual Harassment Policy for the Town.

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

- Supervisor Virginia Wilbur stated that Highway Superintendent Jake Malcott would like to attend Highway School in Ithaca from June 3rd to June 5th and asked for a motion to approve the cost to attend the training be paid by the Town. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 32-2019

BE IT RESOLVED THAT the Hannibal Town Board approves for Highway Superintendent Jake Malcott to attend Highway School in Ithaca, NY from June 3rd to June 5th, 2019 and the payment/reimbursement of the costs to attend.

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

- Supervisor Virginia Wilbur asked for a motion to approve the Town of Hannibal Fund Balance Policy. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 33-2019

WHEREAS, the Town of Hannibal wishes to be proactive in its fiscal responsibilities, and

WHEREAS, the State Comptroller and Government Finance Officers Association and the recognized national bond rating institutions recommend that government agencies adopt a Fund Balance Policy and,

WHEREAS, the Town Board believes that a Fund Balance Policy is in the best interest of the Town of Hannibal,

NOW, THEREFORE, BE IT RESOLVED, that the attached Fund Balance Policy shall take effect immediately.

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

- Supervisor Virginia Wilbur explained that when the salary was increased for the Planning Board and the Zoning Board of Appeals, the salary should have also been increased for the Board of Review. She asked for a motion to increase the salary to \$70 for the Board of Review members and \$100 for the Chair. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

Resolution 34-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to increase the salary for the Board of Review members to \$70.00 per meeting and \$100 for the Chair.

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

- Supervisor Virginia Wilbur stated that the Town received one bid for the Bethel Cemetery Sexton position. Councilwoman Brenda Wilson explained that after researching the procedures and recommendations for Towns acquiring abandoned cemeteries, it may be more cost effective and wise to have a Board member oversee the cemetery rather than the hiring of a Sexton. She recommended closing the cemetery to future burials and sales of new plots since not many plots are available. Previously purchased plots will be honored. She suggested the Board hire someone to maintain the cemetery by mowing, cleaning, and raking the cemetery as needed.
- Supervisor Virginia Wilbur asked for a motion to place an advertisement in the paper to hire someone to mow/maintain Bethel Cemetery for the summer. Councilwoman Brenda Wilson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 35-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the placement of a Public Notice in the newspaper to hire someone to mow/maintain Bethel Cemetery for the summer; bids to be received by May 13, 2019.

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

Nays: 0

- After further discussion, Supervisor Virginia Wilbur made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 36-2019

BE IT RESOLVED THAT the Hannibal Town Board grants authority to Councilwoman Brenda Wilson to coordinate Bethel Cemetery operations.

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

Nays: 0

- The discussion continued and Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

Resolution 37-2019

BE IT RESOLVED THAT the Hannibal Town Board grants authority to Councilwoman Brenda Wilson to hire personnel for burials at Bethel Cemetery as needed.

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

Nays: 0

- Supervisor Virginia Wilbur informed the Board that a resolution on Hydro-fracking Definitions was not needed. This matter was addressed as part of the proposed amendments to the Town's Zoning Laws.

Other Business:

- Councilman Floyd Calkins stated that the Planning Board members' term expiration dates are still incorrect. Supervisor Virginia Wilbur stated she would look at the Oath Cards again and try to find the discrepancies.
- Councilwoman Brenda Wilson asked Supervisor Virginia Wilbur if a quote had been received for the Active Shooter Training. Supervisor Virginia Wilbur stated that she had not yet heard back from the trainer.
- Supervisor Virginia Wilbur asked for a motion to enter into Executive Session to discuss a personnel matter with a Planning Board member. Councilwoman Brenda Wilson made a motion to enter into Executive Session to discuss a personnel matter with a Planning Board member; seconded by Councilman Rick Shoults.

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

Nays: 0

