

**TOWN OF HANNIBAL
BOARD MEETING
February 19, 2020
7:00 PM**

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

Others Present: Jake Malcott, Highway Superintendent; Theresa Penfield, Dog Control Officer; George Darling; Virginia Wilbur; Dan Mahaney; Nelson Hawkins; and Reporter for The Pall-Times.

Supervisor Floyd Calkins called the meeting to order at 7:00pm.

Public Session: No comments.

Approval of December 2019 Board Meeting Minutes; 2020 January Board Meeting Minutes and 2020 January Workshop Meeting Minutes:

- Supervisor Floyd Calkins requested a motion be made to approve the above Board Minutes. Councilman Rick Shoults made a motion to accept the December 2019 Board Meeting Minutes; 2020 January Board Meeting Minutes and 2020 January Workshop; Councilman Charles Reed seconded the motion.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

Approval of Financial Report: December 2019 & January 2020 Reports

- Supervisor Floyd Calkins informed the Board that the bookkeeper will provide a January 2020 Supervisor's Report for the next Workshop meeting. He then requested a motion be made to approve the December 2019 Financial Report and the January 2020 partial Financial Report. Councilman Charles Reed made a motion to accept the December 2019 Financial Report and the January 2020 partial Financial Report; Councilman Rick Shoults seconded the motion.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

Correspondence & Notifications:

- Supervisor Floyd Calkins announced that a Blood Drive is scheduled for February 24th from noon to 5pm at the Town Hall by the American Red Cross.
- Supervisor Floyd Calkins also announced that the Board will discuss the letter received from the Village about the Joint Youth Program. More details are needed, such as the number of kids involved and a breakdown of the expenses.
- Supervisor Floyd Calkins informed the Board that a letter was sent to the NYS Comptroller's Office requesting an extension for an additional 60 days to file the 2019 AUD. The new bookkeeper should have the report ready in March.

Departmental 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**
- **Planning Board Report**
- **Zoning Board of Appeals Report – No Report**
- **Water Department Report**

Councilman Charles Reed made a motion to approve the above reports; seconded by Councilman Rick Shoults.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

Old Business: None

New Business:

- The Board Members discussed the proposed Investment and Deposit Policy and Procedures. Supervisor Floyd Calkins asked for a motion to approve a resolution of the Investment Policy. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 25-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the Investment and Deposit Policy and Procedures (see attached).

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

- Supervisor Floyd Calkins informed the Board Members that Computer Outlet North did an assessment of the Town's computers. It was recommended that the Town Clerk, Deputy Clerk and Water Department computers be replaced due to the age of the computers. Chief Water Operator Duane Shepard informed the Supervisor that he has a new laptop which he uses and does not use the desktop computer in the Water Department Office. Supervisor Floyd Calkins stated that Computer Outlet North would replace the computers for the Town Clerk and Deputy Clerk for \$399 each.
- Supervisor Floyd Calkins also informed the Board Members that it was also recommended that the Hard Drives on the Town Supervisor and Assessor's computers be replaced. He stated that the Cyber Insurance policy requires that the Town remain up to date. The cost for each Hard Drive would be \$79. Supervisor Floyd Calkins asked that a motion be made to approve the replacement of the computers and the hard drives. Councilwoman Brenda Wilson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 26-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the purchase of a new computer for the Town Clerk and the Deputy Town Clerk at \$399 each and the purchase of a new hard drive for the Town Supervisor and the Town Assessor at \$79 each through Computer Outlet North.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]
Nays: 0

- Supervisor Floyd Calkins announced that the Tug Hill Commission Training is scheduled for March 26, 2020 and that the cost to attend is \$50. Supervisor Floyd Calkins and three Planning Board members are planning to attend. It is required that Planning/Zoning Board members complete a certain amount of training each year. Councilman Rick Shoults stated that the training is offered online for those who are unable to attend. Anyone interested in attending need to let Supervisor Floyd Calkins know as soon as possible.
- Supervisor Floyd Calkins stated that a letter was submitted by Susan Emmons, Secretary for the Hannibal Fire Company requesting approval to accept Dalton Scruton and Abigail Weldin as active probationary members to the Hannibal Fire Company pending their background check clearances. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilwoman Brenda Wilson.

Resolution 27-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the acceptance of Dalton Scruton and Abigail Weldin as active probationary members to the Hannibal Fire Company pending their background check clearances.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]
Nays: 0

- Supervisor Floyd Calkins stated that four applicants had been interviewed for the Town Cleaner position and asked for the Board's recommendation. Councilman Rick Shoults made a motion to approve Sue Clark as the Town Cleaner; seconded by Councilwoman Brenda Wilson.

Resolution 28-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the appointment of Sue Clark as the Town Cleaner.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]
Nays: 0

- Supervisor Floyd Calkins stated that four applicants had been interviewed for the open Town Board position, term expiration 12/31/2020 and asked for the Board's recommendation. Councilman Charles Reed made a motion to approve Virginia Wilbur to fill the open Town Board position, term expiration 12/31/2020; seconded by Councilman Rick Shoults.

Resolution 29-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the appointment of Virginia Wilbur to fill the open Town Board position, term expiration 12/31/2020.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]
Nays: 0

- Supervisor Floyd Calkins announced the resignation of Ellen DeMey from the Board of Assessment Review and asked for a motion to accept the resignation. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 30-2020

BE IT RESOLVED THAT the Hannibal Town Board approves the resignation of Ellen DeMey from the Board of Assessment Review effective 2/19/2020.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

- Supervisor Floyd Calkins then asked for a motion to approve advertising the Board of Assessment Review position in the newspaper. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

Resolution 31-2020

BE IT RESOLVED THAT the Hannibal Town Board approves to advertise the Board of Assessment Review position in the Pall-Times Newspaper with a deadline of 3/13/2020 to apply.

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

Other Business:

- Councilman Rick Shoults stated that the board would need to advertise the mowing position for the Town cemeteries soon. Supervisor Floyd Calkins stated that it would be discussed at the next Board Workshop.
- Dog Control Officer Theresa Penfield informed the Board that a dog census had not been completed in some time and stated that it might be a good idea to advertise for interested people to help take the census. Supervisor Floyd Calkins stated that it would be discussed at the next Board Workshop.

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 #19-#38; Total Claims \$7,143.13
 - B. General B Fund Vouchers #8-#12; Total Claims \$339.52
 - C. General SF Fund Vouchers #1; Total Claims \$270,860.00
 - D. General SL Fund Vouchers #1; Total Claims \$324.33
 - E. DA Highway Fund Vouchers #14-#25; Total Claims \$15,069.70
 - F. DB Highway Fund Vouchers #; Total Claims \$0
 - G. Water District SW-2 Vouchers #8-#11; Total Claims \$5,020.94
 - H. Water District SW-3 Vouchers #7-#9; Total Claims \$4,067.51
 - I. Water District SW-4 Vouchers #6-#7; Total Claims \$581.22
- Grand Total of Claims: \$303,406.35

Ayes: 4 [Reed, Shoults, Wilson, Calkins]

Nays: 0

At 7:21pm, Councilwoman Brenda Wilson made a motion to adjourn the meeting; seconded by Councilman Rick Shoults.

Ayes: 4 Reed, [Shoults, Wilson, Calkins]

Nays: 0

The meeting was adjourned at 7:21pm.

Respectfully submitted,

Denise J. Hafner

Denise J. Hafner, Hannibal Town Clerk

UNAPPROVED