

# **Hinsdale Town Board**

## **Reorganizational Meeting Minutes**

January 2, 2017

### **I. Call to order**

Supervisor Hooper called to order the reorganizational meeting of the Hinsdale Town Board at 6:30pm on January 2,2017 at The Town Board Room.

### **B. Roll call**

The following persons were present: Thomas Hooper- Supervisor, Gerald Maerten MaryAnn Powley, Joseph Noll, Douglas Wilson-Councilmembers, Ann Carr- Town Clerk, Jeffrey, VanDeCar- Budget Officer, and Ronald Deibler- Resident. Ted Mascho- Absent.

### **III. The Following resolutions # 1 thru 16 were approved by a Motion from Councilman Maerten. Seconded By Councilman Wilson. Ayes All**

## **Resolutions 1 thru 16 - 2017**

**1-2017:** The "regular" town board meetings throughout the year of2017 will be held at 7 :00 p.m. on the second Monday of the month in the boardroom of the town hall in the Town of Hinsdale.

**2-2017:** Designating the following banks and trust companies as the depositories where town officials shall deposit all monies coming into their hands. Five Star Bank, Community Bank N.A., and Cattaraugus County Bank.

**3-2017:** Authorizing Thomas Hooper and Elizabeth J. Lindeman to act as signatories for all Town Bank Accounts as per the Five Star Bank Resolution.

**4-2017:** Authorizing the Town Tax Collector to designate Five Star Bank as the official depository for the collection of the 2017 Town, County and Fire District's property taxes to be held in an interest bearing account.

**5-2017:** Authorizing the Town Supervisor to invest the Town's monies as they become available, as allowed under the laws of the State of New York and the Town's Investment Policy in the approved depositories.

**6-2017:** Designating the Olean Times Herald as the Town of Hinsdale's official Newspaper.

**7-2017:** Establishing the 2017 mileage rate of \$.50 per mile for approved travel for all town employees. Where this rate may be adjusted with changes in the Federal mileage reimbursement rate.

**8-2017:** Authorizing an Agreement between the Town Board and Highway Superintendent to expend up to \$200,000.00 for the repairs and maintenance of the fifty-four (54) miles of road.

**9-2017:** Authorizing the Highway Superintendent to purchase tools and equipment with costs less than \$500.00 without Town Board approval. All other purchase must follow the Towns procurement policy of 2009.

**10-2017:** Authorizing the Highway Superintendent to purchase supplies, material and services utilizing the New York State and Cattaraugus County bids. Whereas, purchases from any other sources must follow the purchasing laws of the State of New York and the Town of Hinsdale purchasing policy.

**11-2017:** Authorizing the Town Board to solicit qualified and properly insured individuals or companies as inspectors for electrical inspections in the Town of Hinsdale.

**12-2017:** Authorizing the Building and Code Enforcement Official to collect all fees for license and permits and to turn over all collected fees to the Town Clerk monthly.

**13-2017:** Requesting the Town Clerk, Town Justice, Code enforcement and Water Collector to meet with the Town Board prior to February 28, 2017 for the purpose of an official review and reconciliation of their financial books and monies they received during 2016.

**14-2017:** There will be not be a late notice fee for tax collection in March for 2017 Town and County Taxes.

**15-2107:** Authorizing the Town Tax Collector to bill Sanzo Beverage Inc. and the Rehabilitation Centers, Inc. For the 2017 PILOT payments.

**16-2017:** Establishing the annual salaries and compensation for town elected officials and appointed employees as appropriated in the Adopted 2017 budget.

	<u>Annual</u>	
<u>Position</u>	<u>Compensation</u>	<u>Pay Frequency</u>
Town Supervisor	\$ 6,670.00	Quarterly

Town Councilmen (4)	\$ 1,675.00 (each)	Quarterly
Town Justice	\$10,000.00	Quarterly
Town Clerk! Tax Collector	\$10,575.00	Quarterly
Highway Superintendent	\$42,120.00	Bi-Weekly
Budget Officer	\$ 1,200.00	Quarterly
Justice Clerk	\$ 13.00 per hour	Bi-Weekly
Court Officer	\$ 35.00 per court session	By Voucher
Registrar of Vital Statistics	Fee Collected	By Voucher
Assessment Board of Review (3)	\$ 150.00 (each)	By Voucher
Assessor	\$12,428.00	Bi-Weekly
Code Enforcement Officer	\$ 7,092.00	Monthly
Town Historian	\$ 500.00	Quarterly
Secretary to the Supervisor	\$ 5,000.00	Quarterly
Dog Control Officer	\$ 2,060.00	Quarterly
Deputy Town Clerk	\$ 200.00	Annually
Water Superintendent	\$ 4,400.00	Quarterly
Water Meter Reader	\$ 65.00	Quarterly
Water Collector	\$ 1,340.00	Quarterly
Water Meter Repairs	\$ 14.00 per hour	By Voucher
Sidewalk Plowing	\$ 25.00 per run	By Voucher

**IV. 2107 Appointments were approved but subject to change. The following motion made by Councilman Wilson. Seconded by Councilman Noll Ayes All.**

**Appointments:**

<b>Deputy Supervisor! Budget officer:</b>	<b>Jeff VanDerCar</b>
<b>Secretary to the Supervisor:</b>	<b>Elizabeth Linderman</b>
<b>Deputy Hwy Supt:</b>	<b>Tim Tuttle</b>
<b>Deputy Town Clerk! Collector:</b>	<b>Candace Gaylor /JoAnn Bishop</b>
<b>Court Clerk:</b>	<b>Sue Talbott</b>
<b>Assessor:</b>	<b>Sue Putt</b>
<b>Dog Control:</b>	<b>Cynthia Nupp</b>
<b>Deputy Dog Control:</b>	<b>Robert Nupp</b>
<b>Building And Code Enforcement:</b>	<b>Walt Putt</b>
<b>Electrical Inspections:</b>	<b>Billy Braun</b>
<b>Flood Plan Administrator:</b>	<b>Walt Putt</b>
<b>Historian:</b>	<b>Stephen Clute</b>
<b>Planning Board:</b>	<b>Susan Folts</b>
<b>Water Dept. Superintendent:</b>	<b>Greg Church</b>
<b>Deputy Water Supt:</b>	<b>Thomas Hooper</b>
<b>Meter Reader:</b>	<b>Jeff VanDeCar</b>

Water Bills And Collector:  
Youth Commission:

JoAnn Bishop  
Jessica Cramer Nancy Hurlburt

V. Supervisor Hooper presented the Following Committees for 2017

Committees 2017

Rules and Regulation: Douglas Wilson, Joseph Noll, Thomas Hooper

Highway: Gerald Maerten, Douglas Wilson, Thomas Hooper

Publicity and Events: Ann Carr, Mary Ann Powley, Thomas Hooper

Junkyard and Codes: Joseph Noll, Gerald Maerten, Thomas Hooper

Water Dept.: Douglas Wilson, Gerald Maerten, Mary Ann Powley, Thomas Hooper

Parks: Joseph Noll, Mary Ann Powley, Thomas Hooper

F. Adjournment motioned by Councilman Wilson. Seconded by Councilman Noll.  
Ayes All.

Supervisor Hooper adjourned the meeting at 6:43pm.

Minutes submitted by: Ann L. Carr

Minutes approved by: