

ORGANIZATIONAL MEETING OF THE HANCOCK VILLAGE BOARD,  
MONDAY, APRIL 11, 2016 7:00 PM  
HANCOCK VILLAGE HALL, 85 EAST FRONT STREET, HANCOCK, NEW YORK

The Organizational Meeting was called to order at 7:00 PM by Mayor Eugene D. Morgan.  
Roll call was taken by Clerk/Treasurer Falsetta.

Present: Mayor Eugene D. Morgan  
Deputy Mayor William Schoonmaker  
Trustee Charlene Caramore  
Trustee Dawn Gotthardt  
Trustee Shaun Shannon

Also Present: Phyllis Falsetta, Clerk/Treasurer  
Nathan D. VanWhy, Attorney for the Village  
See attached attendance list

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Gotthardt, *2016-491*  
voted and carried to approve the March 14, 2016 Regular Meeting Minutes with a *Minutes Approval*  
minor typo correction.

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Gotthardt, *2016-492*  
voted and carried to approve Abstract of Vouchers in the amount of \$32,270.87. *Abstract Approval*

The Regular Monthly Meetings will be held on the second (2<sup>nd</sup>) Monday of each month  
at 7:00 PM at the Village Clerk's Office.

The Monthly Department Meetings will be held on the fourth (4<sup>th</sup>) Monday of each month  
at 10:00 PM at the Village Clerk's Office.

The Following Resolutions were presented:

**RESOLUTION 2016-3**  
**Advance Approval of Claims**

*2016-493*  
*RESOLUTION 2016-3*  
*Advance Approval of*  
*Claims*

**WHEREAS** the Board of Trustees has determined to authorize payment in advance  
of audit claims for public utility, postage, freight and express charges; and

**WHEREAS** all such claims must be presented at the next regular meeting for audit;  
and

**WHEREAS** the claimant and the officer incurring or approving the claim are jointly  
and severally liable for any amount the board of trustees disallows.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes payment in advance of audit of  
claims for public utility services, postage, freight and express charges. All such  
claims must be presented at the next regular meeting for audit and the claimant  
and the officer incurring of approving the claims are jointly and severally liable  
for any amount the board of trustees disallows.

**Section 2.** That this resolution is effective immediately.

UPON ROLL CALL VOTE:

Mayor Eugene D. Morgan	yes
Deputy Mayor Schoonmaker	yes
Trustee Charlene Caramore	yes
Trustee Dawn Gotthardt	yes
Trustee Shaun Shannon	yes

VOTE: Resolution carried by a vote of 5 to 0

**RESOLUTION 2016-4**  
**Mileage Allowance**

*2016-494*

*RESOLUTION 2016-4*  
*Mileage Allowance*

**WHEREAS** The Board of Trustees has determined to pay a fixed rate for mileage reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees will approve reimbursement to such officers and employees at the rate of .54 per mile.

**Section 2.** That this resolution is effective immediately.

UPON ROLL CALL VOTE:

Mayor Eugene D. Morgan	yes
Deputy Mayor Schoonmaker	yes
Trustee Charlene Caramore	yes
Trustee Dawn Gotthardt	yes
Trustee Shaun Shannon	yes

VOTE: Resolution carried by a vote of 5 to 0

**RESOLUTION 2016-5**  
**Designating Depositories**

*2016-495*

*RESOLUTION 2016-5*  
*Designating Depository*

**WHEREAS** the Board of Trustees has determined that the Village Law 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees designates the following institutions as depositories of all monies received by the Village Clerk/Treasurer and Receiver of Taxes. Names of institutions: NBT Bank.

**Section 2.** That this resolution shall be effective immediately.

UPON ROLL CALL VOTE:

Mayor Eugene D. Morgan	yes
Deputy Mayor Schoonmaker	yes

Trustee Dawn Gotthardt                      yes  
Trustee Shaun Shannon                      yes

VOTE: Resolution carried by a vote of 5 to 0

The following appointments were made:

Official Newspaper                      1 year term – The Hancock Herald  
Deputy Clerk/Treasurer                      1 year term – Laura Dennis  
Code Enforcement Officer                      1 year term – Michael Salvatore  
Planning Board – 1 member                      5 year term – Lisa Johnston  
Zoning Board of Appeals                      3 year term – Harold Morgan  
Attorney for Village                      Monthly – Coughlin & Gerhardt

Mayor Morgan appointed the following committees:

- Police                      Deputy Mayor Schoonmaker
- DPW                      Trustee Shannon
- Water & Sewer                      Trustee Shannon
- Fire Department/Rescue Squad                      Trustee Gotthardt
- Planning                      Trustee Gotthardt
- Youth & Recreation                      Mayor Morgan
- Village Clerk's Office                      Mayor Morgan
- Health Insurance                      Mayor Morgan, Trustee Caramore & Members from  
Each department
- Personnel Policy                      Mayor Morgan & Trustee Caramore
- Health & Safety                      Trustee Caramore & members from each department

The Hancock Fire Department offered the following Officers to the Board of Trustees

For approval:

Chief – Richard Knapp  
1<sup>st</sup> Asst. Chief – George Barnes  
2<sup>nd</sup> Asst. Chief – Jake Geer  
3<sup>rd</sup> Asst. Chief – TJ Rosengrant  
Captains – Greg Gill, Frank Stanton & Jeremy Barnes  
Lieutenants: Shaun Karcher, Ann Ostrander, William Mitchell,  
Patrick O'Boyle, Blaise Bojo, Chris Fico & Robert Wrighter, Sr.  
Secretary – Paul J. Rotzler  
Treasurer – Frank Stanton  
Chaplain – Brad Esolen

**A MOTION** was made by Trustee Gotthardt, seconded by Deputy Mayor Schoonmaker voted and carried to increase the quarterly water bill minimum to \$58, an increase of \$4 effective June 1, 2016 and billed on September 1, 2016. *2016-496  
Water Rate Increase*

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to increase the quarterly sewer bill minimum to \$137, and increase of \$2 effective June 1, 2016 and billed on September 1, 2016. *2016-497  
Sewer Rate Increase*

A Budget Hearing was scheduled for April 25, 2016 at 9:00 AM.

An email was received from Rory McGlasson of the Walsh Group informing the Board that they will be doing bridge work in Scott Township, PA. They requested permission to use Pennsylvania Avenue and West Front Street as detour routes.

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to approve Pennsylvania Avenue and West Front Street as detour route for Scott Township, PA bridge work.

*2016-498*

*PA Bridge Detour Route*

*Approval*

A letter was received from Julia Baldari of 245 East Main Street informing the Board that she had a high water/sewer bill on March 1, 2016 due to a “furnace problem” and requested that the Board consider a sewer bill adjustment. The Board would like more information in writing from the plumber as to what caused the leak.

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Gotthardt, voted and carried to enter into executive session to discuss:

*2016-499*

*Executive Session*

- Matters which, if disclosed, will imperil the public safety
- Matters which may disclose the identity of a law enforcement agent or informer
- Information regarding current or future investigations or prosecutions of a criminal offense which would imperil effective law enforcement if disclosed
- Discussion proposed, pending or current litigation
- Collective negotiations pursuant to the Taylor Law
- The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation
- The preparation, grading, or administration of examinations
- The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the public body, but only when publicity would substantially affect the value thereof

The Regular Meeting was reconvened with no action taken.

**A MOTION** was made was made by Trustee Gotthardt, seconded by Deputy Mayor, Schoonmaker voted and carried to appoint Michael Salvatore as Code Enforcement Officer for a one year appointment.

*2016-500*

*Appt. M. Salvatore as CEO*

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted, Trustee Gotthardt was opposed, and carried to approve Derek Francisco as a member of the fire department.

*2016-501*

*D. Francisco HFD*

*Membership Approval*

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Shannon, voted, Trustee Gotthardt was opposed, and carried to approve Kaitlin Francisco as a member of the fire department

*2016-502*

*K. Francisco HFD*

*Membership Approval*

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to approve Justin Meizwinkel as a member of the fire department pending background check results.

*2016-503*

*J. Meizwinkel HFD*

*Membership Approval*

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Caramore, Voted and carried to approve the Hancock Fire Department Officers as presented Pending submission of training certificates as required for each position.  
The Meeting was adjourned at 9:24 P.M.

*2016-504*

*HFD Officer Approval*

Respectfully Submitted by:

Phyllis Falsetta, Clerk/Treasurer