

TOWN OF HOPEWELL ORGANIZATIONAL MEETING JANUARY 5, 2022 7:00 PM

The Organizational Meeting for the Town of Hopewell was held at the Hopewell Town Hall on Wednesday, January 5, 2022 at 7:00 P.M., with Supervisor Bill Namestnik presiding.

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| Present: | Supervisor | Bill Namestnik |
| | Council Member | Erin Everson |
| | Council Member | Adam Sanford |
| | Council Member | Jeff Trickey |
| | Council Member | Andy Faust |

Others Present: Town Assessor Kelly Ducar, Highway Superintendent Matt Curran, Water Superintendent Ken Potter, Code Enforcement Officer Justin Bruen and Town Clerk Denise Hood

Privilege of the Floor

Town Clerk Denise Hood stated she was asked to express concern from Bill Blaker of 2864 Spangle Street, asking why there wasn't a second letter mailed out to the residents of Water District 4 & 6 this year indicating the additional charge on their taxes.

1. Appointments by Supervisor
 - a. Deputy Supervisor-Adam Sanford
 - b. Bookkeeper-Linda Biehl
2. Appointment by Highway Superintendent
 - a. Deputy Superintendent-Martin Bates
3. Appointment by Water Superintendent
 - a. Deputy Superintendent-Joe Eckam
4. Appointments by Town Clerk/Tax Collector
 - a. Deputy Town Clerk/Tax Collector-Mary Ann Trickey
 - b. Deputy Town Clerk-Sylvia Moore
5. Appointments by Town Justices
 - a. Court Clerk-Sally Santee
6. Town Board Appointments
 - a. Registrar of Vital Statistics-Denise L. Hood
 - b. Deputy Registrar of Vital Statistics-Mary Ann Trickey
 - c. Chairman of Planning Board-James Bator
 - d. Chairman of Zoning Board-Richard Vienna
 - e. Secretary of Planning and Zoning Board-Shawn Cotter
 - f. Collector of Water Monies-Denise L. Hood
 - g. Clerk-Sylvia Moore
7. Town Board Appointments-Professional Services
 - a. Town Attorney-Graff Law Office
 - b. Bond Counsel-Timothy R. McGill, Esq
 - c. Town Engineer/Water Districts-MRB Group
8. Authorize yearly salaries of elected, appointed and hourly officials as they appear in the 2022 Budget. Schedule attached. **(Exhibit A)**
9. Payday for Town employees will be bi-weekly beginning January 12, 2022. **(Exhibit B)**
10. Regular meetings of the Town Board shall be held at 7:00PM on the 1st & 3rd Wednesday of each month with workshops and special meetings being scheduled by the Supervisor, as needed. Schedule of meetings and quarterly workshops attached. **(Exhibit C)**
11. Rules of Order of Town Board Meetings- Roberts Rules of Order, unless exceptions mandated by State Law and Town Policy.
12. Official Depository-Canandaigua National Bank and Trust
13. Approval of Mileage Rate \$.585 per mile. Mileage will only be approved for mandated training and official Town Business required by State Law.
14. Conferences-Conferences that do not include training mandated by New York State must have prior approval by the Town Board.
15. Training-All training not mandated by New York State requires prior approval by the Town Board.
16. Official Newspaper-Daily Messenger
17. Authorized and adopt the Holiday Schedule for 2022 **(Exhibit D)**

TOWN OF HOPEWELL ORGANIZATIONAL MEETING JANUARY 5, 2022 7:00PM II

18. Authorization to pay certain bills as pre-pay (before monthly audit)
 - a. Utilities
 - b. Insurance
 - c. Bonds
 - d. Cable
 - e. Capital Projects
 - f. Payroll
19. Authorize and adopt the attached fee schedule for the Town of Hopewell. **(Exhibit E)**
20. Authorize and adopt the attached Procurement Policy. **(Exhibit F)**
21. Town of Hopewell Highway to be included in Ontario County Highway Supply Bid for current year as per resolution adopted by Ontario County Board of Supervisors.
22. Approval of \$75 Petty Cash for Water Superintendent.
23. Approval of Petty Cash for the purpose of making change.
 - a. Town Clerk..... \$300.00
 - b. Collector of Water Monies..... \$300.00
 - c. Tax Collector Petty Cash..... \$300.00
(Month of January 2022)
24. Designate Ontario County Public Safety Building as the official voting location for the Town of Hopewell.

A motion was made by Council Member Trickey, seconded by Council Member Sanford to approve/adopt the items #1-24 for the Organizational Meeting.

Adopted: Vote Ayes 5 Nays 0

TOWN OF HOPEWELL TOWN BOARD MEETING

Reappointment of Robert Price to the Zoning Board- A motion was made by Council Member Trickey, seconded by Council Member Sanford to reappoint Robert Price to the Zoning Board.

Adopted: Vote Ayes 5 Nays 0

Approval and Signing of the Village of Clifton Springs Fire Contract- A motion was made by Council Member Sanford, seconded by Council Member Trickey to approve the signing of the Village of Clifton Springs Fire Contract.

Adopted: Vote Ayes 5 Nays 0

Highway Superintendent Matt Curran is requesting for the 2009 Sterling Truck to be declared as surplus. Conversation ensued in regards to a truck for the trash boxes.

A motion was made by Council Member Sanford, seconded by Council Member Trickey to declare the 2009 Sterling Truck surplus.

Adopted: Vote Ayes 5 Nays 0

Highway Superintendent Matt Curran stated he had received an estimate of \$36,000 from Hybrid Building Solutions to repair the canvas on the Salt Barn.

A motion was made by Supervisor Namestnik, seconded by Council Member Sanford to go into Executive Session for Litigation Purposes at 7:16 PM

Adopted: Vote Ayes 5 Nays 0

A motion was made by Supervisor Namestnik, seconded by Council Member Trickey to go back into Regular Session at 8:35PM.

Adopted: Vote Ayes 5 Nays 0

TOWN OF HOPEWELL TOWN BOARD MEETING JANUARY 5, 2022 7:00PM III

A motion was made by Council Member Trickey, seconded by Council Member Sanford to adjourn the meeting at 8:35PM.

Respectfully submitted, *Denise L Hood, Hopewell Town Clerk*
January 6, 2022

Note: The next Town board Meeting will be held on Wednesday, January 19, 2022 at 7:00PM. Prior to the Town Board Meeting, the Supervisor and Town Board will meet at 6:00PM to Audit the books for 2021. Town Clerk Denise Hood will inform the Court Clerk and the Bookkeeper of the Audit.