

**TOWN OF HANNIBAL  
ORGANIZATIONAL BOARD MEETING  
January 7, 2026  
6:00 PM**

**Present:** Supervisor Kim Malone  
Councilwoman Tara Clark  
Councilwoman Emma Gage  
Councilman Greg Hilton  
Councilwoman Julie Simmons  
Town Clerk Dawn Combes

**Absent:** None

**Others Present:** Numerous members of the Public

Supervisor Kim Malone called the meeting to order with the Pledge of Allegiance at 6pm

**Public Session:** No Comments

Justice Jack Beckwith issued the Oaths of Office for elected Officials -Town Supervisor Kim Malone, Councilwoman Emma Gage, Councilwoman Julie Simmons, Councilman Greg Hilton and Highway Superintendent Jake Malcott.

**Appointments:** Supervisor Kim Malone asked for a motion to approve the announcement of the following Department & Employee Appointments. Councilwoman Tara Clark made a motion to approve the following resolution; seconded by Councilwoman Emma Gage.

**Resolution 01-2026**

**BE IT RESOLVED THAT** the Hannibal Town Board approves the announcement of the following appointments for the following positions:

**Dog Control Officer shall be Theresa Penfield.**

**Planning Board Chair shall be Ron Greenleaf.**

**Planning and Zoning Secretary shall be Shelly Stanton.**

**The Court Constables shall be Kevin Berghorn, Thomas Brosch, Matt Kurimsky, Thomas Adessa and Joshua Craine**

**Water Superintendent shall be Chris Harris.**

**Water Operators shall be Amanda Guiles and Ron Greenleaf.**

**Water Tester shall be Ron Greenleaf.**

**Liaison for Bethel Cemetery shall be the Dawn Combes.**

**Liaison for the Highway Garage shall be Councilman Greg Hilton.**

**Court Clerk shall be Denise Hafner.**

**Water Clerk shall be Deborah Pulsifer**

**Code/Zoning Officer shall be Carl Emmons Jr.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**  
**Nays: 0**  
**Absent: 0**

Supervisor Kim Malone asked for a motion to raise the phone stipend for the Dog Warden and Codes Officer from \$40 to \$50 per month. Councilwoman Emma Gage made a motion to approve to raise the phone stipend for the Dog Warden and Codes Officer from \$40 to \$50 per month; Seconded by Councilwoman Tara Clark.

**Resolution 02-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves** to raise the phone stipend for the Dog Warden and Codes Officer from \$40 to \$50 per month.

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**  
**Nays: 0**  
**Absent: 0**

Supervisor Kim Malone asked for a motion to approve the following designations. Councilwoman Tara Clark made a motion to approve the following resolution; seconded by Councilwoman Emma Gage.

**Resolution 03-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves the following:**

**The Monthly Board Meeting shall be held on the second Wednesday of the month at 7pm.**

**The Monthly Board Workshops shall be held two weeks after the Board Meeting (Wednesday) at 6pm.**

**The Official Depository shall be Community Bank.**

**The Mileage Rate for approved travel shall be 73 cents (as per the IRS rate).**

**The Cell Phone Stipend for the Code & Zoning Enforcement Officer and the Dog Control Officer shall be \$50/month.**

**The Palladium Times shall be the Official Newspaper.**

**The Town Attorney shall be Seiter Law Firm.**

**NYMIR shall be the designated Insurance Carrier for the Town.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**  
**Nays: 0**  
**Absent: 0**

- Supervisor Kim Malone asked for a motion to authorize the Town Supervisor to pay employees at the rates set forth in the 2026 Town of Hannibal Budget and the current labor agreement as summarized on Attachment A (see attached). Supervisor Kim Malone made a motion to approve the following resolution; seconded by Councilwoman Julie Simmons.

**Resolution 04-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves that the Town Supervisor is authorized to pay employees at the rates set forth in the 2026 Town of Hannibal Budget as summarized on Attachment A (see attached).**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to approve the following resolution for the rates for payment of the Planning Board and Zoning Board of Appeals. Councilwoman Julie Simmons made a motion to approve the following resolution; seconded by Councilwoman Tara Clark.

**Resolution 05-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves that the Members of the Planning Board and Zoning Board of Appeals are to be paid monthly as follows:**

- Chairperson \$100.00 per meeting
- Secretary \$100 per meeting and \$16.00/hr for clerical work excluding meeting minutes
- Members \$70.00 per meeting.
- Members must attend the meetings to be paid.

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to approve the following resolution for the rates for payment of the Board of Assessment review. Councilwoman Emma Gage made a motion to approve the following resolution; seconded by Councilwoman Tara Clark.

**Resolution 06-2026**

**BE IT RESOLVED THAT THE Town Board approves that the Members of the Board of Assessment Review are to be paid as follows:**

- Chairperson \$250.00/year
- Members \$200.00/year
- Members must attend the meetings to be paid.

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to approve the following resolution for the rates for payment for the Court Constables and for the designation of the Town Website. Councilwoman Tara Clark made a motion to approve the following resolution; seconded by Councilwoman Julie Simmons.

**Resolution 07-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves that the Court Constables shall be paid \$28.67 per hour (3 hour minimum) per court session or board meeting and the Official Website for the Town of Hannibal shall be [www.hannibalny.gov](http://www.hannibalny.gov).**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

Supervisor Kim Malone asked the Board for a motion to approve the designation of a Website Administrator as Town Clerk Dawn Combes. Councilwoman Emma Gage made a motion to approve the Website Administrator as Town Clerk Dawn Combes; Seconded by Councilwoman Julie Simmons.

**Resolution 08-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves the designation of a Website Administrator as Town Clerk Dawn Combes.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

Supervisor Kim Malone asked for a motion to increase the petty cash from \$50 to \$100 for both the Court Clerk and the Water Clerk. Councilwoman Tara Clark made a motion to approve to increase the petty cash from \$50 to \$100 for both the Court Clerk and the Water Clerk.

**Resolution 09-2026**

**BE IT RESOLVED THAT the Hannibal Town Board approves to increase the petty cash from \$50 to \$100 for both the Court Clerk and the Water Clerk.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to approve the following petty cash amounts, fees, and purchase rate for the Highway Superintendent. Councilwoman Tara Clark made a motion to approve the following resolution; seconded by Councilwoman Julie Simmons.

**Resolution 10-2026**

**BE IT RESOLVED THAT the Hannibal Town Board sets the following Petty Cash amounts, Fees and Maximum Purchase Rate for 2026.**

- **Petty Cash for the Tax Collector shall be \$250;**
- **Petty Cash for the Town Clerk shall be \$100.**
- **Petty Cash for the Justice Court shall be \$100.**
- **Petty Cash for the Water Department shall be \$100.**
- **The Fee for a Returned Check shall be \$20.**
- **The Maximum Purchase Rate for the Highway Superintendent shall be \$5000.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to reaffirm the following policies, agreements and authorizations: Wire Transfers and Online Banking Policy, Investment and Deposit Policy and Procedures, Procurement Policy, Fund Balance Policy, and Credit Card Policy. Reaffirm the following policies: Workplace Violence Prevention Policy, Sexual Harassment Policy, and Code of Ethics Policy. Councilwoman Emma Gage made a motion to approve the following resolutions seconded by Councilwoman Tara Clark.

#### **Resolution 11-2026**

**BE IT RESOLVED THAT The Hannibal Town Board reaffirms the following policies, agreements and authorizations.**

- **Wire Transfers and Online Banking Policy, Investment and Deposit Policy and Procedures, Procurement Policy, Fund Balance Policy, and Credit Card Policy.**
- **Reaffirm the following policies: Workplace Violence Prevention Policy, Sexual Harassment Policy, and Code of Ethics Policy.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

- Supervisor Kim Malone asked for a motion to authorize the Town Supervisor to pay in advance of the audit of claims for public utility services, postage, freight, express charges and credit card bill. Authorize the Town Supervisor to pay all bills such as utilities, credit cards and debt payments electronically. Council Woman Tara Clark made a motion to approve the following resolution; seconded by Councilwoman Julie Simmons.

#### **Resolution 12-2026**

**BE IT RESOLVED THAT the Hannibal Town Board reaffirms the following policies, agreements and authorizations:**

- **Authorize the Town Supervisor to pay in advance of the audit of claims for public utility services, postage, freight, express charges and credit card bill. All such claims shall be presented at the next regular meeting for audit.**
- **Authorize the Town Supervisor to pay all bills such as utilities, credit cards and debt payments electronically.**

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

Supervisor Kim Malone made the following announcements of positions:

Announcement of appointments by Supervisor Malone:

Deputy Town Supervisor shall be Tara Clark.  
Town Historian shall be Dawn Combes.  
Town Bookkeeper shall be Patricia Craine.  
Supervisor's clerk shall be Patricia Craine.  
Announcement of appointments by Town Clerk/Collector Combes:  
Deputy Town Clerk shall be Ellen Killecut.  
Deputy Tax Collector shall be Ellen Killecut.  
Deputy Registrar of Vital Records shall be Ellen Killecut.

Announcement of appointment by Highway Superintendent Malcott:  
Deputy Highway Superintendent shall be Nelson Hawkins.

At 6:17pm, Supervisor Kim Malone made a motion to adjourn the meeting; seconded by Councilwoman Tara Clark.

**Ayes: 5 [Clark, Hilton, Malone, Gage, Simmons]**

**Nays: 0**

**Absent: 0**

The meeting was adjourned at 6:17pm.

Respectfully submitted,

*Dawn M. Combes*

Dawn M. Combes,  
Hannibal Town Clerk

