

MINUTES OF REGULAR BOARD MEETING HELD JANUARY 3, 2005

Present: Norman E. Folts, Acting Mayor, Trustee
Nancy W. Johnsen, Trustee

Absent: Bruce E. Miles, Mayor

Others: Chief of Police William Dean, Richard Cirulli, Fire Chief Mark Turner

Recording: Angela D'Arduini, Clerk/Treasurer

The meeting was called to order at 7:00 PM by Acting Mayor Folts. The clerk led the Pledge of Allegiance. Minutes of the meeting held on December 6, 2004 were read and approved as presented. Bills were authorized for payment on Abstracts of Audited Vouchers #22, General Fund totaling \$12,816.34; #23, Water Fund totaling \$20,281.16; and #24, Sewer Fund totaling \$898.08. The treasurer's report for the month of November was approved subject to audit.

POLICE DEPARTMENT POLICIES AND PROCEDURES

Chief William Dean addressed the board. In June 1979 the Village of Manchester adopted a Manchester Village Police Department Duties and Rules of Conduct Manual. In April 1995 revision was made to this manual in cooperation with the Ontario County Sheriff's Office. Insurance Agent Richard VanHorne on behalf of Selective Insurance is now requesting that the Board approve the following police department policies and procedures:

1. Vehicle Pursuit Policy
2. Domestic Violence Policy
3. Handling/Dealing With Intoxicated Individuals Policy
4. Use of Force Policy

A motion was made by Trustee Johnson, seconded by Acting Mayor Folts and carried that the above policies be included with the Village's original Duties and Rules of Conduct Manual.

FREDERICK PROPERTY (BROWNFIELDS)

Richard Cirulli requested an update on the Frederick Property. On December 22, 2004, the Village received a letter from the Department of Environmental Conservation in Albany. The Village of Manchester's State Assistance application for the Frederick Property Environmental Restoration Program has been approved. The Village received six copies of the State Assistance Contract in the amount of \$122,000. This amount is based on the approved application. Also enclosed with the contracts is a checklist summarizing the documents that are required in order for the State to execute the SAC. The contracts have been forwarded to Sniedze Associates for their review and required documents requested. Once completed and signed by the Mayor, all six copies will be returned to Greg MacLean at NYSDEC. The funding for this project is currently available, however, this program requires that project field work be initiated within 12 months of the date of approval from the State.

FIRE DEPARTMENT PHYSICALS AND BUDGET

Fire Chief Mark Turner submitted his budget proposal for equipment for 2005-2006. It is the same amount as proposed last year. He would like to continue to keep the gear up to date as has been done in the past.

Chief Turner told the board that the Village of Manchester Fire Department is required to meet all federal safety standards as well as compliance towards National Fire Protection Standards. The OSHA Respiratory Protection Standard requires that the fire department conduct initial, then regular respirator clearance examinations for all volunteer exposed to respiratory hazards. There are approximately 25 fire fighters exposed to respiratory hazards. HealthWorks

Occupational Health Program will be conducting the fire fighter respirator examinations. The approximate cost is \$2,500. Chief Turner asked the board if the Village would pay for the physicals. A motion was made by Acting Mayor Folts, seconded by Trustee Johnsen and carried that the Village pay for the fire fighter respiratory examinations.

AGOSTO PROPERTY

The clerk received a letter from Attorney Tyo stating he has had no response to his letter to D'Agostino requesting dedication of the roadway in front of Jennie Agosto's house. The board agreed to commence proceedings to take the necessary property by eminent domain. The clerk will notify Attorney Tyo of the board's decision.

The meeting was adjourned on motion at 9:00 PM.

Respectfully submitted,

Angela D'Arduini
Clerk/Treasurer