

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON MARCH 04, 2019**

Present: Nancy W. Johnsen, Mayor
William F. Henry, Deputy Mayor, Trustee
Michael J. Buttaccio, Trustee
Ed Ruthven, MFD
Richard Coffey, Police Chief

Absent: Jeffrey P. Liberati, DPW Supervisor; Harry Bowker, MFD

Others: Belinda Ives

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The clerk led the Pledge of Allegiance to the flag.

Mayor Johnsen called the regular meeting to order at 6:00 pm.

The minutes of the Regular meeting held on February 5, 2019 were read and approved upon motion from Trustee Henry and seconded by Trustee Buttaccio.

No Treasurer's report was available. The Budget Workshop papers were handed out to begin the budget process. Workshop dates will be set up. Bills were authorized for payment on Abstract #10 of Audited Vouchers, General Fund totaling \$78,148.37 ; Water Fund totaling \$777.02 ; Sewer Fund totaling \$51,982.05; Trust & Agency Fund \$42,856.15.

Reported – STORMWATER DRAINAGE ISSUE – 55 CLIFTON STREET

Ms. Belinda Ives, who resides at 55 Clifton Street, addressed the Board concerning the excess water on her property. There is a lot of pooling and there is a river in her driveway whenever it rains. There are no curbs, no sidewalks and no storm water drains. She inquired if she should do something with her driveway. The Board stated not to do anything yet. They will contact the DPW. Trustee Buttaccio said if there is any money left over from the State Street drainage report we may be able to include some of Clifton Street in the study. Ms. Ives provided contact information to be able to get in touch with her.

Reported – VILLAGE WIDE GARAGE SALE - SATURDAY MAY 19TH

Each individual seller (homeowner) will be responsible for their own garage sale. Hours will set by individual seller. The committee would like anyone who would like to participate to call Anne VanEpps 585-451-3687 or email her at countrycottage@fltg.net

Approved – PRESERVATION LEAGUE OF NYS – ROUNDHOUSE

The Preservation League of NYS is currently soliciting applications through its "Preserve New York" grant program to fund historic preservation projects. An important next step is completing a Building Conditions Report for the Roundhouse and associated buildings. Ontario County Planning Department is requesting a \$500 contribution from the Village toward the \$2000 cash match. A motion was made by Trustee Henry to give \$500 toward the NYS Preservation Grant, seconded by Trustee Buttaccio, voted on and unanimously carried.

Approved - BUILDING DEPARTMENT REPORT – 2018

Code Enforcement Officer Steven DeHond submitted his 2018 Building Department Report for the Village of Manchester. He also submitted a breakdown of each permit issued and the number of fire inspections completed for the year. 59 permits issued with a construction cost total of \$1,108,018.00 Permit fees collected totaled \$2,479.70. His full report is on file in the clerk's office.

Reported – BUDGET WORKSHOPS

Budget Workshops will be scheduled for March 6, 2019 at 1:00 pm and March 11th at 1:00 pm. A Budget Public Hearing will be scheduled April 1, 2019 at 6:00 pm.

Approved - STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS – RESOLUTION NO. 2-2019

The following resolution was offered by Trustee Henry, seconded by Trustee Buttaccio, who moved its adoption:

WHEREAS, State regulations require participating employers submit a Standard Workday and Reporting Resolution to the NYS and Local Retirement System for all elected and appointed officials,

THEREFORE, BE IT RESOLVED, THAT THE Village of Manchester, Location Code 40430, hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the time keeping system records or activities maintained and submitted by these officials to the clerk of this body:

<u>Title</u>	<u>Participates</u>	<u>Name</u>	<u>Term Begins/Ends</u>	<u>Standard Work Day</u>
Mayor	No	Nancy W. Johnsen	4/1/2016-03/31/2020	6
Trustee	No	William F. Henry	4/1/2016-03/31/2020	6
Trustee	No	Michael J. Buttaccio	4/1/2018-03/31/2022	6
Clerk/Treas	Yes	Rita J. Gurewitch	4/1/2016-03/31/2020	8
Deputy Clerk/Treas	Yes	Debra A. Gulvin- Chase	4/1/2019-03/31/2020	8

If any elected official should join the NYS Retirement System, he (she) will need to keep a record of work activities, including the hours worked and submit this log to the Village Board and the Board will determine how many days per month should be credited according to calculations provided by NYS Retirement.

Appointed Officials:

Rita. Gurewitch and Debra Chase submit a bi-weekly time sheet and work a 40 hour work week.

The above resolution was put to roll call vote, which resulted as follows:

Mayor Johnsen	Voting	“AYE”
Trustee Buttaccio	Voting	“AYE”
Trustee Henry	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Discussed – 2019 SUMMER CONCERT SERIES

The Concert Series will begin again in July 2019. There are 5 Wednesdays in July. The Village will contract four days; 7/10, 7/17, 7/24 and 7/31. The time will be 7-8:30pm at the Mike Griffin Memorial Park. There was a discussion about holding a small concert at Friendly Village.

Dicussed – STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) – INTERESTED PARTY – LAVO LAB, LLC

The Village of Manchester Planning Board is currently in the process of establishing itself as Lead Agency under SEQR for Lavo Lab, LLC. They have written to the Village Board to review SEQR. After reading through the SEQR, corrections need to be made and information added to the report. The Manchester Village Board has no objections to the Village of Manchester Planning Board assuming Lead Agency status for the action. The Board would like the process to take full consideration of the close proximity of the Manchester Family Park and the Mike Griffin Memorial Park. Also, the Board would like a sufficient air purifier/filter in place for any emissions. Truck Traffic should be scrutinized. The Manchester Village Board requests that an amount of escrow or bond be in place to protect for restoration or clean up if property is abandoned. The Clerk will respond to the SEQR review in writing to the Planning Board for their next meeting.

DPW REPORT

- Discussed connection of the internet to the highway garage. Will look into an “air card” that can be with the laptop anywhere.

POLICE REPORT

- No overnight parking has been adhered to.

- The next Rotary project may be an Automated External Defibrillator's (AED) for the Village.

FIRE DEPARTMENT REPORT

- Monthly Report on file in clerk's office.

The next Village Board meeting will be the regular meeting on Monday, April 1, 2019 at 6:00 pm.

The meeting was adjourned upon motion at 7:35 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer