

**VILLAGE OF MANCHESTER
MINUTES OF THE PUBLIC HEARING(S) AND
ORGANIZATIONAL / REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON APRIL 06, 2017**

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

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

Others: Matt Schaertl

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The clerk led the Pledge of Allegiance to the flag.

On March 29, 2018, Michael J. Buttaccio, took the Oath of Office as Trustee for a term of four years effective April 1, 2018 through March 31, 2022.

PUBLIC HEARING

The Public Hearing was opened at 3:00 P.M. by Mayor Johnsen. The clerk read the Budget Hearing notice that was in the Daily Messenger on March 23, 2018.

Mayor Johnsen asked for comments.

Mayor Johnsen asked three times if there were any questions or comments for anyone to speak on the tentative budget.

The public hearing was closed at 3:04 PM.

ORGANIZATIONAL AND REGULAR MEETING

Mayor Johnsen opened the organizational and regular meeting at 3:05 pm. The minutes of the Regular meeting held on March 5, 2018 were read and approved upon motion from Trustee Buttaccio and seconded by Trustee Henry. After reviewing the Organizational minutes, a motion from Trustee Buttaccio to accept the organizational minutes as written, seconded by Trustee Henry, voted on and unanimously carried.

The March Treasurer's report was approved upon a motion from Trustee Henry, seconded by Trustee Buttaccio, voted on and unanimously carried, subject to audit. Bills were authorized for payment on Abstract #11 of Audited Vouchers, General Fund totaling \$15,747.00; Water Fund totaling \$32,038.37; Sewer Fund totaling \$0.00; CDBG totaling \$0.00 and TEP totaling \$0.00; Trust & Agency Fund \$10,230.60.

Reported – WILD WATER DERBY

Matt Schaertl, representative from the Shortsville Manchester Chamber of Commerce, addressed the Board, letting them know the Wild Water Derby will be April 28, 2018. He requested if they could utilize Village of Manchester property again this year for the finish line and retrieve water craft out of the outlet. They will place plywood down over the trail to minimize damage. Port-a-johns, trash cans, will be sporadically placed about. Races will begin at noon. Breakfast is at the Legion 8:30 11:00 am. There will be an 11 o'clock safety meeting. Actual races are noon to 2:00. Awards will be at the American Legion after the races. Anyone interested, can call him 585-289-9594 or go to www.wildwaterderby.com. He mentioned that a 5-K run is also that day.

Letter Read – Pamela A. Helming, Senator, 54th District - NYS ROUTE 21 RIGHT OF WAY

A letter was received from Senator Helming stating the DOT is willing to convey property directly to the property owners on State Route 21. Mayor Johnsen will meet with Senator Helming on 3/20/18.

Reported – BROWNFIELD PROJECT – FREDERICK PROPERTY, STATE STREETThe Board met with Ray Kampff of Day Environmental. He is working with the Department of Environmental Conservation (DEC) as to the next work plan.

Reported - SALE OF MUNICIPAL PROPERTY – VACANT LOT - FORMER MERRICK AVENUE WATER TOWER SITE

A resolution was completed in October 2017 under RESOLUTION NO. 6 – 2017 - SALE OF MUNICIPAL PROPERTY – VACANT LOT - FORMER MERRICK AVENUE WATER TOWER SITE that stated Tax Parcel ID No. 32.17-1-57.000 is land that is no longer needed for municipal purposes and can be sold. The land has been surveyed and has an assessed value of \$9,300. A Public Hearing announcing the NOTICE OF SALE will be scheduled for May 7, 2018 at 6:00 pm. Bid Notices will be mailed to those within 500 ft., advertised in the May Newsletter, and a legal notice in the Daily Messenger. The clerk will contact the village attorney to verify procedure to sell.

2018-2019 VILLAGE BUDGET – RESOLUTION NO. 9 - 2018

The following resolution was offered by Trustee Henry, seconded by Trustee Buttaccio and carried to wit:

WHEREAS, the budget for the 2018-2019 fiscal year has been prepared by the Board of Trustees of the Village of Manchester,

WHEREAS, no interested taxpayer of the Village of Manchester voiced any objection to the budget offered;

NOW, THEREFORE, BE IT RESOLVED, that the budget be adopted as follows:

	GENERAL	WATER	SEWER
Appropriations and other Budgetary Provisions	\$ 1,031,170	\$261,730	\$300,600
Less Estimated Revenue	\$ 537,583	\$202,300	\$278,500
Appropriated Cash Surplus	\$ 148,261	\$ 59,430	\$ 22,100
Reserves	\$ 15,000		
Balance to be raised by			
Real Property Tax Levy	\$ 345,326		

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.

Approved - RESOLUTION NO. 10-2018

ADOPT THE 2017 TOWN OF MANCHESTER AND VILLAGES OF MANCHESTER, SHORTSVILLE, AND CLIFTON SPRINGS JOINT COMPREHENSIVE PLAN

MOTION BY: William F. Henry, Trustee

SECONDED BY: Michael J. Buttaccio, Trustee

WHEREAS, the Town of Manchester and Villages of Manchester, Shortsville, and Clifton Springs began a joint comprehensive plan update process in September of 2015, to provide each community with an updated planning document on which future investment and decision-making may be based; and

WHEREAS, the ongoing joint comprehensive plan update process under the direction of a Steering Committee has resulted in the final 2017 Town of Manchester and Villages of Manchester, Shortsville, and Clifton Springs Joint Comprehensive Plan; and

WHEREAS, the Board of Trustees of the Village of Manchester, has determined that it is in the best interest of the Village to adopt the Plan, recognizing that it not only identifies a unified community vision, but also provides an action-oriented framework for the achievement of such vision within each municipality as well as in a cooperative manner; and

WHEREAS, a joint public hearing was held for the review of such Plan on January 30, 2018, at the Town Hall of the Town of Manchester, 1272 County Road 7, Manchester, New York at 6:00PM; at which the Village Boards and Town Board heard no public testimony in opposition of the 2017 Joint Plan; and

WHEREAS, the Town Board of the Town of Manchester has declared itself lead agency in this action, and in issuing a Negative Declaration for the purpose of SEQRA, determined that the project will not have any significant adverse environmental impacts.

NOW, THEREFORE, BE IT RESOLVED, that the Manchester Village Board adopt the 2017 Town of Manchester and Villages of Manchester, Shortsville, and Clifton Springs Joint Comprehensive Plan.

BE IT FURTHER RESOLVED, that this plan hereby serves as an update to and replacement for any previously completed comprehensive plan effort within the Village.

**VOTE: Nancy Johnsen “AYE”, William Henry “AYE” and Michael Buttaccio “AYE”
No NAY votes.**

ABSENT: None

This resolution shall take effect immediately.

**Approved - RESOLUTION NO. 11-2018
2018 YOUTH AGREEMENT WITH THE TOWN OF MANCHESTER**

The following resolution was offered by Trustee Buttaccio, seconded by Trustee Henry and carried to wit:

WHEREAS, the Town of Manchester and the Village of Manchester chose to enter an agreement in order to obtain the maximum benefits for its Summer Youth Program; and

WHEREAS, the Village of Manchester will provide a varied recreation program for children school age through High School, for both male and female, ages 5 through 19 years, living within the Manchester-Shortsville School District; now

THEREFORE BE IT RESOLVED, The Town of Manchester will submit, \$3,266.67 to the Village Youth Recreation Program for the Year 2018.

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 – 2018 SUMMER CONCERT SERIES

Three concerts have been booked for July 2018. The time will be 7-8:30pm at the Mike Griffin Memorial Park. July 11th: Shackwater; July 18th: Jimmie Jam and The City Limits Band, for July 25th.

**Approved - STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS
RESOLUTION NO. 12-2018**

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
Dep Clerk/Treas	Yes	Debra A. Gulvin- Chase	4/1/2018-03/31/2020	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.

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.

Approved - SUMMER LABORERS AND PARK RECREATION PROGRAM

A motion was made by Trustee Henry and seconded by Trustee Buttaccio, then carried, to hire the following for the positions for summer laborer:

Sean Sheets at the rate of \$10.75 per hour to start after May 01, 2018.

A motion was made by Trustee Henry and seconded by Trustee Buttaccio, then carried, to hire the following position for the summer park recreation program:

Emily Hotchkiss at the rate of \$13.40 per hour for Recreation Leader

Still need to hire two recreation assistants. The Park Program will begin Monday, July 9, 2018 through August 24, 2018 at the Manchester Family Park.

Reported – ONTARIO COUNTY WORKFORCE DEVELOPMENT

This is a summer youth employment program through Ontario County. Youth are placed at worksites for the summer and are placed on the Ontario County payroll. The clerk has a meeting with Wendy Cartwright later this month to discuss and submit paperwork.

Reported – NEW YORK’S CONFERENCE OF MAYORS ANNUAL MEETING

The Annual meeting and Training School is scheduled for May 6 – 8, 2018 at the Gideon Putnam, Saratoga Springs, NY. No one will be attending this year.

Approved – PROPOSAL FOR PROFESSIONAL SERVICES ENGINEERING PLANNING GRANT (EPG)

MRB Group, submitted a proposal for investigation into stormwater drainage at the west end of State Street and also an inflow and infiltration (I/I) evaluation for all of State Street. The Total project cost is \$36,000. The compensation requested by MRB is \$30,000. A motion was made by Trustee William Henry, seconded by Trustee Michael Buttaccio, to hire MRB Group for the Village of Manchester EPG project State Street I/I and Storm Sewer Investigation, voted on and unanimously carried. Mayor Johnsen then signed the proposal agreement.

Reported – FISCAL STRESS MINITORING SYSTEM

The Office of the State Comptroller (OSC) has finished their review of our 2017 Annual Update Document (AUD) providing the Village of Manchester a Fiscal Designation as *No Designation* and an Environmental Stress score of *No Designation*.

DPW REPORT

- Trustee Henry would like the DPW Supervisor to pick up a couple of filing cabinets out at the Town Hall. They are giving them away.
- Trustee Buttaccio reported on the Boy Scouts finishing the Eagle project at the baseball field. There was some confusion as to the project. The clerk will review past minutes.

POLICE REPORT

- The old police car is to go to auction next month.
- Dick still to meet with Spectrum Communications about wi-fi camera's on the trail

FIRE DEPARTMENT REPORT

- Monthly Report on file in the clerk's office. Copy to Towns of Manchester and Farmington.
- The fire siren on the roof of our building is not working. It needs to be repaired.
- The Firemen will have an Open House on April 29, 2018.

The next Village Board meeting will be on Monday, May 07, 2018 at 6:00 pm.

The meeting was adjourned upon motion at 4:35 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer