

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON SEPTEMBER 09, 2019**

Present: Nancy W. Johnsen, Mayor
William F. Henry, Deputy Mayor, Trustee
Michael J. Buttaccio, Trustee

Absent: George Hotchkiss, DPW Supervisor; Richard Coffey, Police Chief; Harry Bowker, MFD

Others: Jessica Winburn, Jemma Lynn Massar, Matt Hutson, Douglas Hutson, Armelle Ice, Bob Smith,
Ed Ruthven, MFD Lee Sanders, MFD

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 August 5, 2019 were read and approved upon motion from Trustee Buttaccio and seconded by Trustee Henry.

The August treasurer report was submitted. A motion was made by Trustee Henry, to approve the Treasurer Reports, seconded by Trustee Buttaccio, voted on and carried, subject to audit.

Bills were authorized for payment on Abstract #4 of Audited Vouchers, General Fund totaling \$; Water Fund totaling \$; Sewer Fund totaling \$; Trust & Agency Fund \$.

Reported - SIDEWALKS

Trustee Buttaccio wanted it noted that the sidewalk project this summer (975 feet on South Avenue) has been completed and a job well done.

Discussed – CHRISTMAS CELEBRATION – REINDEER RUN

Mr. G. Michael Schaertl emailed the Board asking if they would be interested in a holiday event on November 30th that included a 1K run with his reindeer. This would coincide with Santa at the Caboose and a tree lighting ceremony. Also he is thinking of vendors, boy scouts, carolers etc. The Board thinks this is a good idea and would like to see more people get involved. More information to follow.

Discussed – FIRSTLIGHT FIBER, LLC – DEWER ROAD PUMP STATION - email

Mr. Vince Pettrone, representative for FirstLight Fiber, Inc., provided information from the company wanting to lease the Dewey Pump House for a Telecommunications Facility. A draft agreement was presented. It has been discovered that according to the survey map that there is a mobile home located on village property. The mobile home is owned by the adjacent property owner, Douglas Hutson. There was an agreement with the Town of Manchester, but there was no village representation as the time of installation of the mobilehome. Trustee Henry reassured Mr. Hutson the village will not ask them to move the trailer. Something will have to be figured out and we are still working on it. This discovery should not hinder any progress in going forward with FirstLight Fiber. The Board agrees to go forward with working with FirstLight Fiber to reach an agreement to lease village land to them. It would generate revenue for the water fund as it is on the water pump station property. The attorneys shall work on the agreement. The Board will want to see all site plans and the State Environmental Quality Review (SEQR) before final approval. A letter of interest can be sent to FirstLight Fiber, Inc.

VILLAGE OF MANCHESTER PROCLAMATION

– HONORING JEFFREY P. LIBERATI'S SERVICE TO THE VILLAGE OF MANCHESTER – Resolution No. 5-2019

September 9, 2019

The following resolution was introduced by Mayor Johnsen, seconded by Trustee Henry who moved its adoption:

Whereas: Jeffrey P. Liberati was born on Wednesday, September 9, 1964, to Alfred, Jr. and Dorothy Ann (Lush) Liberati; and

Whereas: Jeffrey P. Liberati graduated from Red Jacket Central School in 1982; and

Whereas: Jeffrey P. Liberati started working for the Village of Manchester as a seasonal laborer out of high school and worked his way up to the Department of Public Works Maintenance Supervisor by retirement; and

Whereas: Jeffrey P. Liberati became an official full time employee on April 18, 1983 and is a lifelong resident of the Village of Manchester; and

Whereas: Jeffrey P. Liberati would and still does, goes out his way to assist residents and the village in various projects by adding his knowledge to make them easier,

Whereas: It is time to honor Jeffrey P. Liberati for his dedication, service and absolute commitment to our community , his tenacious perseverance in finding solutions, and his unending verbal skills and wit; now

Therefore; be it resolved:

I, Nancy W. Johnsen, Mayor of the Village of Manchester,

Do hereby Proclaim:

That the Village of Manchester, in recognizing a native son, Jeffrey P. Liberati., honors his lifelong commitment to Public Service.

The above resolution was put to roll call vote which resulted in the following:

Mayor Nancy W. Johnsen	Voting	“AYE”
Trustee Michael J. Buttaccio	Voting	“AYE”
Trustee William F. Henry	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Approved – NEW YORK STATE CONFERENCE OF MAYORS (NYCOM) FALL CONFERENCE

Mayor Johnsen and Trustee Buttaccio will be attending the annual clerk’s conference sponsored by NYCOM. It is being held in Saratogo Springs, September 16, 2019 through September 19, 2019.

Discussed – BOX 29 (7 WEST AVENUE) – DRIVEWAY AGREEMENT

Village Attorney, John Tyo, received an agreement from Box 29 attorneys, owner of Pacemaker Steel building on West Avenue, for a shared driveway on the west side of the their property. This is nearest the girl’s softball field. The agreement appears ok, but will need a better map showing the property. It is small and difficult to see. Also some wording should be included to share maintenance. The agreement is not to be signed yet until a new map and the shared maintenance wording is included.

Reported – UPDATE HANDBOOK AND SEXUAL HARASSMENT PREVENTION

Trustee Buttaccio reported that an employee training session was completed on August 29, 2019 at 9:00 am for the purpose of the village’s Sexual Harassment Prevention Policy. All employees were present, including the Board of Trustees. A motion was made by Trustee Henry, seconded by Trustee Buttaccio to update the Employee Handbook as of 9/9/19. Updates will be provided to all the employees.

PUBLIC COMMENT

Armelle Fee and her husband, Robert Smith, addressed the Board with their concerns about incidents of bullying at the Manchester Family Park during our Summer Recreation Program. Their son was a victim of bullying during dodge ball. The police investigated and the incident was closed. Ms. Fee and Mr. Smith want the Manchester park program to continue. They feel that it is a good program. They want “an enforceable policy (on bullying) that can be enforced.” It can be included on the sign up registration form at the beginning of the park program and signed by the parent.

DPW REPORT

- The August DPW report was submitted to the Board showing purchases and work completed.
- Mentioned B. Ives drainage. A possible French drain may be put into the curb.
- 975 feet of sidewalks were completed (South Avenue)
- Full report on file in the clerk’s office

POLICE REPORT

- No report.

FIRE DEPARTMENT REPORT

- The August report was submitted to the Board. Copies to be sent to the Town of Manchester and the Town of Farmington. 29 calls this month.
- The Pumper Tanker 1731 is having cracking issues and will need maintenance.
- Fire Prevention Week starts October 7th. The Department will be at the school on 10/10 from 9:30-1.
- NY Cancer policy renewals/edits are due next month.
- The MFD and the Village of Manchester have withdrawn from the FEMA Safety Grant EMAW-2017-FF-00274.
- Reviewing Fire Agreement with the Town of Farmington.
- Purchased 1000 feet of new 5" LDH (Large Diameter Hose).
- Halloween Parade will be discussed at MFD meeting tonight.
- Also at tonight's MFD meeting, a vote for 2 new members and 2 new Jr members. Names to follow. They would like to get turn out gear and pagers to circulate with older gear.
- The Fire Department will be scheduling their Hazmat and Sexual Harassment training.

The next Village Board meeting will be on Monday, October 7, 2019, at 6:00 pm.

The meeting was adjourned upon motion at 7:15 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer