

VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
On September 10, 2012

Present: Nancy W. Johnsen, Mayor – arrived @ 6:45pm
Lynda J. Butler, Trustee
William F. Henry, Deputy Mayor, Trustee
Debra Gulvin-Chase, Deputy Clerk/Treasurer
Richard Coffey, Police Chief
Jeffrey P. Liberati, DPW Supervisor

Absent: Harry Bowker, Fire Chief

Others: Richard Cirulli, Anthony Muscolino, Michael Buttaccio, Douglas Parmele

Recording: Rita J. Gurewitch, Clerk/Treasurer

The Clerk led the Pledge of Allegiance to the Flag.

The meeting was called to order at 6:00 pm by Deputy Mayor Henry.

The minutes of the regular meeting on August 06, 2012 were read and approved upon motions from Trustee Henry and Trustee Butler, motion carried. A motion was made by Trustee Henry to accept the July Treasurer's report, seconded by Trustee Butler, subject to audit, voted on and carried. Bills were authorized for payment on Abstract #4 of Audited Vouchers, General Fund totaling \$; Water Fund totaling \$; Sewer Fund totaling \$; CDBG totaling \$0.00 and TEP totaling \$0.00.

TEP TRAIL

The SWPPP (Storm Water Pollution Prevention Plan) report showed improvements regarding NYSDEC permit requirements. Soil stabilization and re-vegetation measures are on-going and hope to be completed by September 30, 2012. Erosion is still present at the Bliss property location. Paving will be done in this area. Fencing still needs to be put in.

TRAIL COMMITTEE GROUP

There is a meeting for the Trail Committee this Thursday, 9/13 at 6:30 pm. Trustee Butler stated that some of the items of discussion would be; displaying bird houses, hayrides, senior citizen day, and girl scouts would like to do a time capsule. There is a Trail display near the ATM at Canandaigua National Bank in Bliss Shurfine Food Mart for the month of September.

RAILROAD MEMORIAL PARK – CABOOSE/WORKCAR

The restoration of the workcar is almost complete. Still need windows put in and the interior painted. Mike Buttaccio will work with Richard Deys to get the windows in. A step is needed to get on and off the car. Jeff Liberati said either crusher run stone or an actual cement step will be put in place along with a light in the park (possibly southwest corner) with electric to the car interior. Must decide if decorative light or an RGE street light. Mr. Buttaccio has vandalism concerns and wondered if a fence was going to be put in. No fence is planned at this time. Mr. Buttaccio asked if community service correctional labor could be used to paint the interior. Various options will be looked into. Need to seal then paint, he recommends an oil base paint due to no heat in the car. Jeff Liberati is to check on a product that has sealer and paint in one. A system to lock caboose car is needed. Mr. Buttaccio will use a lock he has for the time being until something else is devised. He also said he has a working signal mast available to put in the park at no cost to the Village. A discussion followed on design emblems using vinyl graphics, black & white LV, #95119, yellow Lehigh Valley and whether to have "Manchester" put onto the car or on a single standing sign *Manchester Railroad Memorial Park*. The retaining wall needs to have "caps" put in place and possibly get a blue and gold historical landmark plaque at the site for a presentation next year. Trustee Butler requested we look into a security camera on site. A brief discussion followed. No action taken at this time.

VILLAGE HALL AND FIRE HALL PROPOSED BUILDING IMPROVEMENTS

A workshop/special meeting will be scheduled at a later date to go over options received from Pathfinder Engineers working along with MRB Group concerning the heating and air conditioning of the building upgrade.

MANCHESTER FAMILY PARK

The installation of the basketball hoops and tether ball has been delayed. Trustee Henry and DPW Supervisor Liberati will get together on location to determine where to put equipment. Recreation Leader Stephanie Hotchkiss submitted her program report for 2012.

STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS

RESOLUTION NO. 7-2012

The following resolution was offered by Trustee Henry, seconded by Trustee Butler, 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	4/1/2012-03/31/2016	6
Trustee	No	William F. Henry	4/1/2012-03/31/2016	6
Trustee	No	Lynda J. Butler	4/01/2012-03/31/2014	6
Clerk/Treas	Yes	Rita J. Gurewitch	4/1/2012-03/31/2016	8
Deputy Clerk/Treas	Yes	Debra A. Gulvin- Chase	4/1/2012-03/31/2016	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 Butler	Voting	“Aye”
Trustee Henry	Voting	“Aye”

The resolution was thereupon declared duly adopted.

DPW REPORT

- Will be paving areas needing patching
- South Avenue bump repair and tree branch removal to be done
- Curbing/paving completed on Center Street and Merrick Circle

POLICE REPORT:

- August 2012 Police report is on file in the clerk’s office.
- Biggest complaint is traffic due to Route 96 bridge construction
- Attended new radio system meeting. Target date to start January 2013
- Route 96 bridge due to open shortly

FIRE DEPARTMENT:

- No report at this time

ZONING BOARD OF APPEALS (ZBA)

Anthony Muscolino, ZBA Chairman addressed the Board concerning the current Village of Manchester Code Book. The ZBA Board needs to consider five factors when reviewing applications. He feels there are conflicts within the code and it needs to be streamlined. One example is whether or not when constructing a

new home, a garage must be built at that time. The Code Book states yes, but there are certain homes within the village that did not follow the proper process. Mr. Muscolino said that this creates an awkward position for the board. A lengthy discussion followed and the consensus was that much of the uncertainty was brought about within Code Enforcement. A better process needs to be established.

PUBLIC COMMENT

Richard Cirulli addressed the Board concerning the Planning Board meeting he attended on September 4th. He told the Village Board that a Planning Board member stated something at the meeting and that he requested the clerk to put the statement into the minutes. The clerk stated she declined to put the comment into the minutes because there was no motion to record. A discussion followed with no action taken by the Village Board.

The next regular Village Board meeting will be on Monday, October 01, 2012 at 6:00 pm.

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

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer