

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON OCTOBER 02, 2017**

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

Absent: Harry Bowker, Fire Chief

Others: Ed Ruthven, MFD; Alan Eagley; Jennifer and George Davis; John Tyo, Atty.

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The clerk led the Pledge of Allegiance to the flag.

Trustee Henry requested a moment of silence for the massacre in Las Vegas, Nevada. Mayor Johnsen added the hurricane victims in Texas, Florida and Puerto Rico. All present took a moment of silence.

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

The minutes of the Regular meeting held on September 11, 2017 were read and approved upon motion from Trustee Henry and seconded by Trustee Buttaccio. The minutes of the Special Meeting on September 26, 2017 were read and approved upon motion from Trustee Buttaccio, seconded by Trustee Henry.

The September Treasurer's report was approved upon a motion from Trustee Buttaccio, seconded by Trustee Henry, voted on and unanimously carried, subject to audit. Bills were authorized for payment on Abstract #5 of Audited Vouchers, General Fund totaling \$37,330.71; Water Fund totaling \$29,226.37; Sewer Fund totaling \$1376.39 ; CDBG totaling \$0.00 and TEP totaling \$0.00; Trust & Agency Fund \$1553.32.

All Frederick Property expenses will be itemed into A.3989.40 Public Safety. A motion from Trustee Buttaccio, seconded by Trustee Henry, to transfer \$30,000. From Contingency A.1990.0400 to A.3989.4 Public Safety.

Reported – NYS ROUTE 21 RIGHT OF WAY (ROW) LAND ACQUISITION

Mayor Johnsen reported that the village has not heard from Ontario County as to the status of the ROW properties along Route 21 to be given to the property owners. It was approved by the Ontario County Board of Supervisors on March 9, 2017 and at that time it was stated it would take approximately six months to complete. The clerk sent an email to Bill Wright, Ontario Co. DPW Supervisor, and also a telephone call and no word has been returned. The Mayor will continue to pursue getting information on the acquisition.

Reported/Approved – BROWNFIELD PROJECT – FREDERICK PROPERTY, STATE STREET

The boring sample testing by SJB Services, Inc. was completed and the work resulted in grossly contaminated soils in one boring (SB-03) in the northern portion of the Site. Further information is needed in order to determine the nature and extent of the contamination. Ground water samples will need to be taken at the well sites. At a Special Meeting on September 26, 2017 the village hired Paradigm Environmental Services, Inc. for sampling the wells in in the amount of \$5,500. The samples were collected last week and an increase in cost (\$720) is requested due to difficulty in locating all the wells and needing to rent equipment/labor for another day. There was a question concerning the validity of the increased cost. Retain invoice for now to look into any questions.

Reported – AIR QUALITY TESTING

CDM Smith of East Syracuse delivered a quote for services for Air Quality Monitoring. The amount quoted is much higher than expected at \$20,364.00. Mayor Johnsen contacted Ontario County to see if they had an air quality vendor. She received information on additional vendors and the village will get additional quotes.

RESOLUTION NO. 6 - 2017

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

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

WHEREAS, the Village of Manchester, owns property on Merrick Avenue under Tax Parcel ID No. 32.17-1-57.000 under Code 822 Water Supply;

WHEREAS, the standpipe water tower was demolish due to exceeding its intended service life as approved by the NYS Department of Health based on hydraulic calculations the tank is not required to adequately supply the residents of the Village with water. Upon removal of this tank the Village is being served with water from the Lehigh Avenue Tank and the Town of Farmington; and

WHEREAS, the Village of Manchester Board of Trustees has determined that the land is no longer needed for municipal purposes; and

WHEREAS, the land will be sold for fair and adequate consideration; and

NOW, THEREFORE BE IT RESOLVED that the Village Board of Trustees of Manchester authorizes the Village Clerk/Treasurer to seek an assessment of the property and have the land surveyed, and

BE IT FURTHER RESOLVED that Village of Manchester Board of Trustees recognizes that they will have a Public Hearing announcing the NOTICE OF SALE of real property when all information has been gathered for sale.

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

Reported – UNITED STATES CENSUS 2020

The Village of Manchester has registered with the United States Department of Commerce U.S. Census Bureau to provide updated address lists to assist in ensuring an accurate count for our jurisdiction.

Reported – HALLOWEEN DECLARATION AND PARADE

The Firemen’s parade will be held on Tuesday, October 31st at 6:30 PM lining up on Howard Street and proceeding to the Manchester Fire Department for costume judging, prizes and treats. Escort will be provided by village police and fire department. Refreshments and prizes will be provided by MFD. The Village of Manchester proclaims TRICK OR TREAT NIGHT Tuesday, October 31, 2017 from 6:00 to 8:00 PM. The Mayor directed the clerk to run the ad in the Merchandiser to run the week of October 23rd.

Approved – WATER SERVICE – 4484 STATE STREET

Mr. & Mrs. Mark Porretta is seeking approval from the Board to be connected to the Village of Manchester’s public water service. They are not going to have water to the dwelling, but a lawn hydrant for the non-winter months. It will be there to wash their vehicles and water a garden. The property is in the Town of Farmington, but is in the area of the Village of Manchester water transmission line. There is no Town of Farmington supply line there. Before connection they must get a water permit, cost depending on size of connection.

A motion was made by Trustee Henry, seconded by Trustee Buttaccio, to allow the water connection for Mr. and Mrs. Porretta, voted on and unanimously carried.

Discussed – NUSIANCE PROPERTIES

Village Attorney, John Tyo, has been researching nuisance properties. He has received sample codes from Wade Beltrano, an attorney with NYCOM (New York Conference of Mayors) on how other communities have dealt with this type property.

After a lengthy discussion, John Tyo will work on a code sample for the village.

RESOLUTION NO. 7-2017 - FEE SCHEDULE

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

WHEREAS, the Village of Manchester fee schedule may be amended from time to time as necessary upon resolution of the Board of Trustees; and

WHEREAS, there was no classification for unlisted permits; and

WHEREAS, the board of trustees discussed what fees would be reasonable and comparable;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Manchester, that the following new fees be added to the Village of Manchester fee schedule as follows:

- 1. **ADD – UNLISTED PERMITS BASED ON PROJECT COSTS**
 Project cost up to \$10,000 - \$150.00
 Project cost over \$10,000 - \$200.00

BE IT FURTHER RESOLVED, that the new fees become effective immediately.

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

Mayor Nancy Johnsen	Voting	“AYE”
Trustee Michael Buttaccio	Voting	“AYE”
Trustee William Henry	Voting	“AYE”

The resolution was declared duly adopted.

DPW REPORT

- Boy Scouts are painting pumpkins tonight down at the garage.
- Decorations for Halloween will be put up this week.

POLICE REPORT

- Report on file in the clerk’s office
- Title has been received for the old police car. Can go to auction with base bid of \$5,000.
- Center Street knoll is a safety concern. Recommendations from police, ambulance and fire department is to enforce no parking on either side of the street. A letter will be sent to residents notifying them of no parking on Center Street.

6:45 PM TRUSTEE HENRY MOTIONED TO EXECUTIVE SECTION FOR POSSIBLE INSURANCE LITIGATION, SECONDED BY TRUSTEE BUTTACCIO, so moved.

6:55 PM OUT OF EXECUTIVE SESSION – NO ACTION TAKEN

FIRE DEPARTMENT REPORT

- Report on file in the clerk’s office. Copy to Towns of Manchester and Farmington.
- Halloween Parade Tuesday October 31st with prizes and refreshments after the parade.

NO PUBLIC COMMENTS

The next regular Village Board meeting will be on Monday, November 06, 2017 at 6:00 pm.

The meeting was adjourned upon motion at 7:05 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer