

**VILLAGE OF MANCHESTER**  
**MINUTES OF THE PUBLIC HEARING AND REGULAR VILLAGE BOARD MEETING**  
**HELD AT 8 CLIFTON STREET, MANCHESTER NY**  
**ON JUNE 07, 2021**

Present: Michael J. Buttaccio, Mayor  
William F. Henry, Trustee  
Charles E. Fine, Trustee  
George C. Hotchkiss, DPW Supervisor  
Ed Ruthven, MFD  
Richard Coffey, Police Chief

Absent: None

Others: Lee Sanders, MFD

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The Clerk led the Pledge of Allegiance to the flag.

Mayor Buttaccio opened the regular meeting at 6:00 pm.

The minutes of the Regular meeting held on May 3, 2021 were read. A motion was made by Trustee Henry, seconded by Mayor Buttaccio, to approve the April minutes, unanimously carried.

The following transfers were approved upon motion by Trustee Henry, seconded by Mayor Buttaccio and unanimously carried.

The April and May Treasurer's reports were reviewed at this time. The clerk mentioned that all funds ended the fiscal year "in the black". A motion was made by Trustee Henry, seconded by Trustee Fine, to approve the April and May reports, subject to audit. Unanimously carried. Bills were authorized for payment on Abstract #1 of Audited Vouchers, General Fund totaling \$36,099.98; Water Fund totaling \$4956.59; Sewer Fund totaling \$2500.00; CDBG totaling \$0.00 and TEP totaling \$0.00; Trust & Agency Fund \$34,897.31.

**Approved – SUMMER RECREATION PROGRAM**

The Summer Recreation Program will be held this summer. There will be no swimming lessons or field trips that require a bus. Covid details will be worked out. The program will run from July 12, 2021 to August 20, 2021. The hours will be 9 am to Noon, 12:30 pm to 4 pm. The Board is waiting for confirmation or support from Ontario County Public Health Department. Trustee Henry will meet with the clerk to go over details and see about the hiring. A Recreation Leader and two assistants.

**Discussed – YOUTH AGREEMENT WITH THE TOWN OF MANCHESTER**

The Town of Manchester is considering some funding for the recreation program, but hasn't decided an amount. The Village of Manchester wants to revise the agreement to include maintenance and upkeep of all parks including the playground and trail. Mayor Buttaccio is to talk this over with Acting Supervisor Dave Phillips.

**Discussed – POSSIBLE CARRY OVER OF EMPLOYEE VACATION DAYS**

Numerous employees have days and hours left over in 2020-2021 village year. The clerk requested that instead of losing the vacation days (as in the employee manual), would it be possible to carry them over to the next fiscal year. Trustee Henry said there are three options. 1) Use it or lose it as stated in the employees manual 2) carry it over and use by December 31, 2021 3) Pay unused portion of vacation days, say \$50/day up to 10 days (Maximum \$500). After a brief discussion, vacation time was tabled. No action taken.

**Reported – RESIGNATION VINCENT DELGATTO, JR – PLANNING BOARD**

A resignation letter was received from Vinnie DelGatto. He stated that he has enjoyed his time serving the village and will now retire from the Planning Board. The Board reluctantly accepted his resignation. The Board directed the clerk to write and thank him for his many years of service to his community.

**Appointed – NEW PLANNING BOARD MEMBER – JON FOSTER**

A Letter of Interest has been received from Jon Foster, 100 Merrick Avenue, stating his interest in the opportunity to serve on the Village of Manchester Planning Board. He has lived in the village since 1993 and would like the chance to "give back" to the community. Mayor Buttaccio appointed Jon Foster to the Planning Board.

**Discussion – PRATT ROAD, ZONING**

It has been reported that there is a property on Pratt Road that may be operating a business in a residential area. The complaint is that there is a construction company working on said property. The Board will arrange a meeting with Code Enforcement to determine the direction needed.

**FOR NOTICE OF PUBLIC HEARING  
RESOLUTION No.8 -2021**

**TO AMEND CHAPTER 100, ENTITLED, "ZONING,"  
AND SECTIONS 100-31 ENTITLED, "ZONING MAP" OF THE  
VILLAGE CODE OF THE VILLAGE OF MANCHESTER**

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

**WHEREAS**, on June 07, 2021, a zoning amendment request has been presented to the Village Board by Angel Montanez, to rezone approximately 0.242 acres of lands presently zoned R-1 to C-1 for a commercial use project; and

**WHEREAS**, the property located on New York State Route 21 and Lehigh Avenue in the Village of Manchester is currently zoned as R-1 would not allow the proposed use; and

**WHEREAS**, a request has been made to amend the current zoning map of the Village of Manchester to rezone this property to C-1; and

**WHEREAS**, the proposed commercial use project is consistent with the Village’s Comprehensive Plan; and

**WHEREAS**, the Village Board of the Village of Manchester, pursuant to Village Code Section 100-7.C, requested and received comments from the Village Planning Board prior to scheduling a Public Hearing; and

**WHEREAS**, the Village Board has considered amending its Local Laws to rezone this property from R-1 to entirely C-1; and

**WHEREAS**, the Special Counsel for the Village of Manchester has submitted a draft amendment of said Local Law to the Village Board, and said draft Local Law amendment is on file with the Village Clerk;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Manchester deems that a Public Hearing shall be had on the 12<sup>th</sup> day of July 2021, at 6:00 p.m. for the purpose of adopting a Local Law to amend Chapter 100, of the Village Code entitled, "Zoning," and Sections 100-31 of the Village Code, entitled, "Zoning Map," and be it further

**RESOLVED**, that the Village Clerk advertise for said Public Hearing in a manner consistent with law; and be it further

**RESOLVED**, that copies of this Resolution be mailed to property owners within 500 feet of the proposed rezoning, and that the property be posted with signs 4’ x 2’ advertising the time and date and nature of the Public Hearing pursuant to Section 100-7.D.

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

Mayor Michael Buttaccio	Voting	"AYE"
Trustee William Henry	Voting	"AYE"
Trustee Charles Fine	Voting	"AYE"

The resolution was declared duly adopted.

**PUBLIC LETTERS/EMAILS:**

**Letter – From Parrone Engineering, East Rochester NY**

They are requesting a zoning change for a property at 7 State Street. They also want a boundary line adjustment. After reviewing the information it was noted that the property is not owned the Parrone Engineering’s client, but by the neighboring property. The request needs to be presented by the real property owner, 2 S Main Street. A letter will be sent to Parrone Engineering stating such.

**Verbal – From Mr. John VanHanja**

Mr. VanHanjo would like the village to research the possibility of having community wifi available for everyone. After a brief discussion the Board will look into any funding offered to municipalities.

**Email – From Amanda MacNamara**

Ms. MacNamara stated there is an increase in cars speeding on Clifton Street. The speed signs as entering from Dewey Road are smaller and older than the ones on Pratt Road, State Street and North Avenue. She is requesting newer larger signs for Clifton Street. There is no speed sign on Clifton Street going toward Clifton Springs. She asked if one could be put from the corner to the village line. They offered to help purchase a digital electric sign. They have big concerns about this topic and would be happy to help with a solution.

**Letter – Anonymous from the Residents of State Street**

The letter is anonymous and unable to answer the questions or concerns about the mulch manufacturing at the west end of State Street.

**Discussed – ROUNDHOUSE**

Mayor Buttaccio showed a 2017 letter example from the DEC to Ontario County concerning temporary ownership of the Roundhouse. The County would like the village to do the same regarding a fence around the property. The discussion has been table for later. The Mayor will talk with the Village Attorney, NYMIR and NYCOM. Ontario County got permission to test the roof.

**Approved – NEW HIRE – SEASONAL LABORER**

The Board has hired Olivia Hotchkiss as a Seasonal Laborer – part-time at the wage of \$12.50 per hour.

**Discussed – GIRL SCOUTS OF AMERICA**

A Girl Scout may be requesting a project for her Gold Star Award. She is thinking of proposing a mural. No further information at this time.

**DPW REPORT**

- The Annual Water Report has been completed. Copies of the report are at the village hall.
- There was a discussion on the NYS right of way at the “at grade bridge project” site. Who is responsible for mowing? Keep mowing at this time.
- Cement prices will be high this year.

**POLICE REPORT**

- Radar Trailer used on Pratt Road
- 12 Traffic tickets issued
- Full report on file in the clerk’s office

**FIRE DEPARTMENT REPORT**

- There were 15 calls in May. The full report is on file in the clerk’s office.
- The new Electronic sign is up and running. Everyone is pleased with the outcome.
- Headlights are in. Pump tests for 1731 and 1781 will be in completed on the 9<sup>th</sup> and 28<sup>th</sup>.
- Hose testing is coming up.

The meeting was adjourned upon motion at 7:30 pm. Next meeting is July 12, 2021 (due to July 4<sup>th</sup> holiday) at 6:00 pm. A Public Hearing will be held also for Local Law No. 1 – 2021 on July 12, 2021.

Respectfully submitted,

Rita J. Gurewitch  
Village Clerk/Treasurer