

**VILLAGE OF MANCHESTER  
MINUTES OF THE REGULAR VILLAGE BOARD MEETING  
HELD AT 8 CLIFTON STREET, MANCHESTER NY  
ON NOVEMBER 02, 2020**

**COVID-19 PRECAUTIONS IN PLACE**

Present: Michael J. Buttaccio, Mayor  
William F. Henry, Deputy Mayor, Trustee  
Nancy W. Johnsen, Trustee  
George C. Hotchkiss, DPW Supervisor  
Richard Coffey, Police Chief  
Ed Ruthven, MFD

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 October 05, 2020 were read and a motion from Trustee Henry and seconded by Trustee Johnsen to approve the minutes, voted on and carried.

The September 2020 Treasurer's report was approved upon a motion from Trustee Henry, seconded by Trustee Johnsen, voted on and unanimously carried, subject to audit.

Bills were authorized for payment on Abstract #6 of Audited Vouchers, General Fund totaling \$ ; Water Fund totaling \$ ; Sewer Fund totaling \$ ; CDBG totaling \$0.00 and TEP totaling \$0.00; Trust & Agency Fund \$ .

**Reported – VETERAN'S MEMORIAL CEREMONY – NOVEMBER 11, 2020**

This month will be the dedication of the pedestals listing local names from the community that have served in the Armed Forces.

**Discussed – 9 SOUTH MAIN STREET – LAND EXCHANGE – PINWOOD DEVELOPMENT PROPERTIES LLC**

Village Attorney John Tyo reported that the abstract delay on the property exchange is due to COVID-19. The County is "clogged" and everyone is "playing the waiting game." Mr. Tyo will ask Mr. Donald Cheney Attorney for Pinewood Development, for any license plates number and tenant names living over the restaurant and bakery.

**Reported – 50 YEAR RECOGNITION OF VILLAGE ATTORNEY, JOHN E. TYO ESQ.**

Former Mayor Nancy Johnsen presented John E. Tyo, Village Attorney, with a tribute etched in glass stating:

**JOHN E. TYO, ESQUIRE**

from the Village of Manchester for over 50 years of steadfast service to our community.

At the beginning, it was "give this kid a chance", to now, giving sage advice for our endeavors.

Thank you, John, for being an exemplary attorney for us.

Michael Buttaccio, Mayor

William Henry, Trustee

Nancy W. Johnsen, Trustee

November 02, 2020

**Discussed – NEW YORK STATE POLICE REFORM AND REINVENTION COLLABORATIVE**

Governor Andrew Cuomo issued an Executive Order (#203) on June 12, 2020, requiring each local government with a police department to convene their police chief and stakeholders in the community to review and develop a plan to improve current police force deployments. The Plan must be adopted by April, 2021. The intent of this collaborative process is to foster trust and fairness and to address racial bias and disproportionate policing of communities of color. The Board has initiated the plan and formed a committee.

Mayor Buttaccio informed the Board that the Village of Shortsville may be not renewing the Police Agreement that has expired. More information to follow. There will be a workshop on Thursday, Nov. 5, 2020 at 11:00 am on the Police Department.

**Reported – TRAINING**

Ethics and Sexual Harassment training took place on October 29, 2020. At this time, all employees attended and a review of the Employee Handbook also took place. Everyone was directed to sign and certify they were in attendance.

**Approved – RETIREMENT OF DANIEL J. D’ARDUINI, MOTOR EQUIPMENT OPERATOR**

A letter was received from employee Daniel J. D’Arduini, stating he will be retiring effective November 05, 2020 after 32 years with the Village of Manchester. He stated that he enjoyed his years with the village and was grateful to all the people he worked with.

**VILLAGE OF MANCHESTER PROCLAMATION**

**– HONORING DANIEL J. D’ARDUINI SERVICE TO THE VILLAGE OF MANCHESTER – Resolution No. 9-2020**

**November 05, 2020**

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

**Whereas:** Daniel J. D’Arduini was born on Thursday, November 4, 1965, to Philip J. & Patricia J. (Conley) D’Arduini; and

**Whereas:** Daniel J. D’Arduini graduated from Red Jacket Central School in 1983; and

**Whereas:** Daniel J. D’Arduini started working for the Village of Manchester as a seasonal laborer out of high school and worked his way up to Motor Equipment Operator by retirement; and

**Whereas:** Daniel J. D’Arduini became an official full time employee on April 18, 1988 and is a lifelong resident of the Village of Manchester; and

**Whereas:** Daniel J. D’Arduini would and still does, go out his way to assist residents in the village; and

**Whereas:** It is time to honor Daniel J. D’Arduini for his dedication, service and absolute commitment to the Village of Manchester; now

**Therefore; be it resolved:**

**I, Michael J. Buttaccio, Mayor of the Village of Manchester,**

**Do hereby Proclaim:**

**That the Village of Manchester, in recognizing a native son, Daniel J. D’Arduini, honors his lifelong commitment to Public Service.**

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

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

The resolution was thereupon declared duly adopted.

The Board wished him the best in his future endeavors.

**Approved - STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS – RESOLUTION NO. 10-2020**

The following resolution was offered by Trustee Henry, seconded by Trustee Johnsen, 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:

Title	Participates	Name	Term Begins/Ends	Standard Work Day
Mayor	No	Michael J. Buttaccio	9/16/2020-03/31/2024	6
Trustee	No	William F. Henry	9/16/2020-03/31/2024	6
Trustee	No	Nancy W. Johnsen	9/16/2020-03/31/2021	6
Clerk/Treas	Yes	Rita J. Gurewitch	9/16/2020-03/31/2024	8
Dep. Clk/Treas	Yes	Debra A. Gulvin- Chase	9/16/2020-03/31/2021	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.

Appointed Officials:

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 Buttaccio	Voting	“AYE”
Trustee Buttaccio	Voting	“AYE”
Trustee Henry	Voting	“AYE”

The resolution was thereupon declared duly adopted.

#### **Reported - ELECTION VACANCIES – RESOLUTION No. 11-2020**

At a regular meeting of the Board of Trustees of the Village of Manchester held on November 2, 2020, the following resolution was offered by Trustee Henry, seconded by Trustee Johnsen, who moved its adoption.

**WHEREAS**, the next general Village election would be on Tuesday, March 15, 2022, the Board of Trustees will provide a **SPECIAL ELECTION** due to a vacancy, that such election for an officer will be on **Tuesday, March 16, 2021**; and;

**WHEREAS**, the Board of Trustees must designate by resolution and publish the offices which are to be filled in such election and the term thereof.

#### ***NOW THEREFORE BE IT RESOLVED:***

Section 1. That the Board of Trustees designates the office as vacant at the end of the current official year to be filled at the Village election to be held on March 16, 2021 for the following term:

Trustee - one year

Section 2. The Village clerk is hereby directed to publish this resolution in full in the Canandaigua Daily Messenger.

Section 3. This resolution shall take effect immediately.

Rita J. Gurewitch

Dated: November 30, 2020

Village Clerk/Treasurer

#### **Approved - UNPAID VILLAGE TAXES – RESOLUTION No. 12-2020**

The following resolution was offered by Trustee Henry , who moved its adoption, seconded by Trustee Johnsen , to wit:

**RESOLVED**, that the Board of Trustees of the Village of Manchester hereby request that the County Treasurer of the County of Ontario collect the delinquent taxes of said Village as provided by Chapter 619 of

the Law of 1977 adopted by the Board of Supervisors of Ontario County on November 23, 1977 and be it further:

**RESOLVED:** that the Village Treasurer is hereby directed to transmit to the Ontario County Treasurer a certified copy of this Resolution together with the account and certificate described in sub-division 3 of Section 1436 of the Real Property Tax Law to the Ontario County Treasurer:

The question of adoption of the foregoing Resolution was duly put to roll call which resulted as follows:

Mayor Buttaccio	Voting	"AYE"
Trustee Johnsen	Voting	"AYE"
Trustee Henry	Voting	"AYE"

The resolution was thereupon declared duly adopted.

**UNPAID TAXES 2020-2021**

BILL #	TAX ACCT. NO.	NAME	TAX	PENALTY	TOTAL TO COUNTY
70	32.13-1-2.000	JONES, DEBORAH	\$ 1,246.29	\$ 112.17	\$ 1,358.46
194	32.13-2-49.000	JENKINS, LARRY E	\$ 805.99	\$ 72.54	\$ 878.53
255	32.14-1-28.120	U.S. BANK TRUST, NA	\$ 522.33	\$ 47.01	\$ 569.34
277	32.14-1-51.000	LESTER ESTATE, ELOISE	\$ 958.22	\$ 86.24	\$ 1,044.46
278	32.14-1-52.000	ORNT, FREDRICK	\$ 287.31	\$ 25.86	\$ 313.17
279	32.14-1-54.200	HESS, GREGORY D	\$ 727.47	\$ 65.47	\$ 792.94
378	32.17-1-31.100	D'ARDUINI, JOHN	\$ 926.71	\$ 83.40	\$ 1,010.11
413	32.17-2-18.210	FELICIANO, STEVEN	\$ 1,087.44	\$ 97.87	\$ 1,185.31
429	32.17-2-42.121	CROWELL, RB & SON INC	\$ 36.20	\$ 3.26	\$ 39.46
433	32.17-2-44.000	SPRINGBROOK GRAIN GEMCOLE PROPERTIES, INC.	\$ 437.86	\$ 39.41	\$ 477.27
469	32.18-1-30.000	GEMCOLE PROPERTIES, INC.	\$ 1,817.05	\$ 163.53	\$ 1,980.58
473	32.18-1-34.000	GEMCOLE PROPERTIES, INC.	\$ 911.55	\$ 82.04	\$ 993.59
485	32.18-1-46.000	CLARK, ANDI	\$ 463.15	\$ 41.68	\$ 504.83
502	44.05-1-5.000	CASE, JENNIFER	\$ 485.72	\$ 43.71	\$ 529.43
			\$ -	\$ -	\$ -
		<b>TOTAL</b>	<b>\$ 10,713.29</b>	<b>\$ 964.19</b>	<b>\$ 11,677.48</b>

**Denied – VERRIDE TAX LEVY LIMIT**

The Village of Manchester will not do a Local Law to override the tax levy limit established in General Municipal Law Section 3-c.

**Reported - OVER 65 TAX EXEMPTIONS**

The board set December 07, 2020 at 6:00 PM for the public hearing for Over 65 exemptions for the 2021-2022 tax year. The clerk will prepare the legal notice and have it published in the Daily Messenger.

**Discussed – FIRE AGREEMENTS WITH TOWNS OF FARMINGTON AND MANCHESTER**

It is the time of year when the fire agreements are to be confirmed. No notices or agreements have been submitted to the Board for review.

## **Approved – JUNETEENTH HOLIDAY**

Juneteenth is a festival held annually on the nineteenth of June by African Americans (especially in the southern states), to commemorate emancipation from slavery in Texas on that day in 1865. New York State has approved this day (June 19<sup>th</sup>) as a mandated holiday. The Board has approved to add this day as a (Paid) Holiday and to amend the Employee Handbook.

## **Discussed – SMART TV**

There was a discussion on purchasing a Smart TV for the Boardroom. This would be used for webinars, training and power point presentations.

**PUBLIC LETTERS/EMAILS: None**

## **DPW REPORT**

- International Truck is still not delivered.
- E. Ruthven has to complete the lab portion to complete his Class D Water License.
- TThm's and Haac's water samples were collected this morning.
- The door at the garage is completed, just need metal around the door.
- There was a discussion on the "No Parking" signs for the Municipal Parking Lot.
- Continue fixing drainage at Merrick Ave, Merrick Circle
- Benches are in at the Veteran's Memorial . RJ Rotary made a \$600 donation toward the benches and The Buttaccio Family purchase the other bench.
- Have M & S Tree Service assess the oak tree in the cemetery next to the Baptist church.
- Discussion on Salt

## **POLICE REPORT**

- Routine Patrol
- Need to keep pushing state to reduce speed limit on Route 96 in the village limits.
- Working with Phelps and Clifton Police Departments on the new NYS Police Reform & Reinvention Collaborative.

## **FIRE DEPARTMENT REPORT**

- 13 calls for October. Report on file in clerk's office. Copies to Town of Manchester, Town of Farmington.
- Handrails were put up going into bay area. Also DPW looking into railing outside.
- The Board requested a current roster of the department.
- They would like the floors waxed
- Cancer Policy Program was renewed for 13 members.

The meeting was adjourned upon motion at 7:55 pm.

Respectfully submitted,

Rita J. Gurewitch  
Village Clerk/Treasurer