

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON MAY 06, 2013**

Present: Nancy W. Johnsen, Mayor
Lynda J. Butler, Trustee
William F. Henry, Trustee
Jeffrey P. Liberati, DPW Supervisor
Richard T. Coffey, Police Chief

Absent: Harry Bowker, Fire Chief

Others: Patrick Nicoletta, MRB Group; Colin Clark, William Lawrence, Kodie Lawrence, BSA; Richard Cirulli, Anthony Cirulli

Recording: Rita J. Gurewitch, Clerk/Treasurer

The clerk led the Pledge of Allegiance to the Flag. Mayor Johnsen called the meeting to order at 6:00 pm.

The minutes of the Public Hearing, Regular and Organizational meeting held on April 01, 2013 were read and approved upon motion from Trustee Henry and seconded by Trustee Butler. The March Treasurer's report was reviewed and approved upon motion from Trustee Henry, seconded by Trustee Butler, subject to audit, voted on and carried unanimously.

A motion was made by Trustee Henry, seconded by Trustee Butler to transfer the following:

\$ 500. from A1990.4 Contingency to A1210.4 Mayor Contractual
\$ 1. from A1990.4 Contingency to A4020.1 Vital Statistics
\$3,398.30. from A1990.4 Contingency to A.1325.4 Treasurer Contractual
\$4,000. from A1990.4 Contingency to A5110.4 Street Maintenance
\$2,000. From A5132.4 Garage Contractual to A5132.1 Garage Pers Serv
\$ 681.18 from A1990.4 Contingency to A7550.4 Celebrations
\$ 570.86 from A1325.2 Treasurer Equip to A 1325.1 Treasurer Pers Serv
\$2,360.41 from A1990.4 Contingency to A1490.1 Public Works Pers Serv
\$1,086.73 & \$328.07 from Police A3120.4 & A3120.2 to A3120.1 Pers Serv
\$ 64.62 from A1990.4 Contingency to A4010.4 Public Health Contracutal
\$90,216.83 & \$10,000 from A1620.4 & A1620.2 to A3410.2 Fire Equip
\$23,590.34 & \$4,631.90 from A3410.4 & A5110.2 to A3410.2 Fire Equip
\$2,006.60 from A5142.4 to A 5182.4 Street Lighting
\$5,487.92 from A5650.4 Off Street Parking to A7110.1 Parks Pers Serv
\$3,107.59 from A7110.2 Parks Equip to A7110.4 Parks Contractual
\$2,351.50 from F1990.4 Contingency to F8340.2 Trans & Dist Equipment
\$2,351.50 from G1990.4 Contingency to G8120. Sanitary Sewer Equipment
\$ 584.94 from G1990.4 Contingency to G9060.8 Health Insurance

Bills were authorized for payment on Abstract #12 of Audited Vouchers, General Fund totaling \$32,105.84; Water Fund totaling \$1,977.50; Sewer Fund totaling \$50,734.32; CDBG totaling \$0.00 and TEP totaling \$0.00.

Raymond F. Wager, CPA, P.C. – Certified Public Accountants firm has been hired to provide services for the year ending May 31, 2013. They will audit the financial statements and engage to report on supplementary information that accompanies the financial statement.

RESOLUTION NO. 8-2013

STATE ENVIRONMENTAL QUALITY REVIEW (SEQR)

STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)

Designating the Village Board of Trustees as Lead Agency for the Village of Manchester Proposed Upgrades to the Village Hall and Fire Station

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

WHEREAS, the Village of Manchester Board of Trustees (hereinafter referred to as Village Board) has on Monday May 6, 2013 reviewed Part 1 of the Short Environmental Assessment Form for the Proposed Upgrades to the Manchester Village Hall and Fire Station, and

WHEREAS, upon such review the Village Board has declared itself to be Lead Agency for under the provisions of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Village Board has determined that it is the most appropriate agency to insure the coordination of the Action and for making the determination of significance thereon under the SEQRA regulations;

NOW, THEREFORE BE IT RESOLVED, that the Village Board does hereby designate itself as the lead agency for the Action identified above herein.

BE IT FURTHER RESOLVED, that the Village Clerk keep a copy of this Resolution on file at the Clerk's Office for public examination.

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

Mayor Johnsen	Voting	"AYE"
Trustee Henry	Voting	"AYE"
Trustee Butler	Voting	"AYE"

The resolution was duly adopted.

RESOLUTION NO. 9-2013

STATE ENVIRONMENTAL QUALITY REVIEW (SEQR)

STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)

Negative Declaration - Unlisted Action for the Village of Manchester Proposed Building Upgrades to the Village Hall and Fire Station

After completing Part II of the Short Environmental Assessment Form, Trustee Butler introduced the following NEGATIVE DECLARATION resolution, seconded by Trustee Henry who moved its adoption:

WHEREAS: In accordance with Section 8-0113 Article 8 of the New York Environmental Conservation Law, the Village Board of Trustees of the Village of Manchester has conducted an initial review to determine whether the proposed building upgrades to the Village Hall and Fire Station project may have a significant affect on the environment, and;

WHEREAS: The Village Board has completed Part I and Part II with the criteria set forth in NYCRR Part 617.6 and Part 617.12 of the Regulations, and;

NOW, THEREFORE, BE IT RESOLVED, The Village Board of the Village of Manchester, as lead agency, has determined on the basis of that review that (1) The proposed project constitutes an "Unlisted Action" since it has not been classified as a Type 1 Action or a Type II, and (2) that the proposed action described will not have a significant environmental impact and an Environmental Impact Statement will not be prepared.

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

Nancy W. Johnsen	Voting	"AYE"
William F. Henry	Voting	"AYE"
Lynda J. Butler	Voting	"AYE"

The resolution was thereupon declared duly adopted.

RESOLUTION No. 10-2013

VILLAGE OFFICE AND FIRE STATION BUILDING UPGRADES

NOTICE OF AWARD – GENERAL CONSTRUCTION BID

Bids were received on April 29, 2013 at 10:00am at the Village Hall for the Village Office and Fire Station Building Upgrades. Four (4) bids were received for the General Construction contract. The base bids ranged from \$335,000 to \$382,000.

The following base proposals were received:

- Nicoletta Building Contractors, Inc. - \$335,000.
- Massa Construction - \$382,000.
- LeFrois Builder, Inc. - \$360,500.
- Marianacci, Inc. - \$354,500.

A thorough discussion followed. Also, the Board is considering Alternate A which is a lighting alternate that includes replacing all the light fixtures in the building. This alternated is at a cost of \$20,000 which brings the total cost of the work to \$355,000.

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

WHEREAS, the proposals from the above mentioned contractors were reviewed by the Board of Trustees,

WHEREAS, the Village Board found no reasons to deny a contract award to Nicoletta Building Contractors, Inc. as lowest bidder on project;

BE IT RESOLVED, that the General Construction Contract to upgrade the Village Hall and Fire Station be granted to Nicoletta Building Contractors, Inc. in the amount of \$355,000., and

BE IT FURTHER RESOLVED, that the village board accept the Nicoletta Building Contractors, Inc. proposal and that work will begin upon the contractor having fifteen (15) days to return signed agreements, bonds, and insurance certificates and based upon review, Mayor Johnsen will sign the Notice of Award and contract.

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

Mayor Johnsen	Voting	"AYE"
Trustee Henry	Voting	"AYE"
Trustee Butler	Voting	"AYE"

The resolution was duly adopted.

TEP TRAIL

Fence, Plantings and entrance to Route 96 still need to be completed.

TRAIL COMMITTEE

There will be a Trail Committee meeting on May 09, 2013 at 6:30 here at the Village Hall. Trustee Butler informed that in conjunction with National Trail Day, the Manchester Gateway Trail Committee will be having a "walk the trail" and clean-up day on Saturday June 1st between 10:00am-12:00pm.

BOY SCOUT TROOP #39 – EAGLE SCOUT PROJECT

Colin Clark addressed the Board about a possible Eagle Scout Project at the Mike Griffin Memorial Park. The project would be to build a media tower with storage capabilities. The tower would be used by RJ Junior Baseball to oversee baseball games and the first floor would be used for storage. The Board stated that the idea was ok, but more information was needed. Mayor Johnsen asked the clerk to show the proposal to code enforcement and the insurance company.

Bill Lawrence thanked the Board for letting the scouts use the Highway garage grounds for their mulch sale. It was a great success.

MEMORIAL DAY PARADE

The Village Board received a letter from Larry Gamba, Memorial Day Parade Marshall from the American Legion Post 34, inviting them to take part in the annual Memorial Day Parade on Monday May 27, 2013 at 9:30am. Mayor Johnsen, Trustee Bulter and Trustee Henry will participate. If the parade is canceled due to

inclement weather, the Cemetery Program will be held in the High School Auditorium at 10:30 am. All are invited to the American Legion afterwards for refreshments.

EXECUTIVE SESSION

Assessor Stephanie Holtz informed the Board that she would like to discuss a lawsuit that currently involves a property within the Village of Manchester. Trustee Henry motioned to go into Executive Session to discuss ongoing litigation, seconded by Trustee Butler and unanimously carried. Mayor Johnsen directed the Clerk to remain. So moved to Executive Session at 7:10pm and motioned to close at 7:25 pm.

Re-opened Regular meeting at 7:26 pm. No action taken in executive session.

DPW REPORT

- The Annual Water Report has been completed and will be advertised in the Penny Saver.
- Concrete slab from old concession stand will be removed due to being a hazard
- Work continues on the new concession stand
- The Lehigh Avenue Water Tank is leaking. Met with Marty Mrozak (MRB Group) and contractor to assess leak. The Board agreed to proceed with assessment of the leak. Also the tank will need to be drained so the contractor can inspect and get an appraisal and estimated cost of repairs. DPW will notify the Health Dept. of the need to drain the tank.

POLICE REPORT:

- April 2013 Police report is on file in the clerk's office.
- Special Details were the Water Derby and Jr. Baseball Parade

FIRE DEPARTMENT:

- No report at this time

The next regular Village Board meeting will be on Monday, June 03, 2013 at 6:00 pm.

The meeting was adjourned upon motion at 8:05 PM.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer