

**VILLAGE OF MANCHESTER  
MINUTES OF THE REGULAR VILLAGE BOARD MEETING  
HELD AT 8 CLIFTON STREET, MANCHESTER NY  
ON FEBRUARY 01, 2021**

**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: None

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The Mayor 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 January 04, 2021 were read and a motion from Trustee Henry and seconded by Trustee Johnsen to approve the minutes, voted on and carried.

A motion was made by Trustee Henry to transfer \$6,000 from Contingency to Police Equipment to cover the purchase of the Police Car, seconded by Trustee Johnsen, voted on and unanimously carried. The December 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 #9 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 – NEW YORK STATE POLICE REFORM AND REINVENTION COLLABORATIVE**

The NYS Police Reform Committee met again on January 4th at 6:30 pm. All members were in attendance. Separate minutes are on file in the clerk's office for this collaborative. They are progressing and getting prepared for community review. Their next meeting is February 01, 2021 at 7:00 pm.

**Appointed - ELECTION 2021 - INSPECTORS**

A motion was made by Trustee Buttaccio, seconded by Trustee Henry and carried unanimously to hire one Democrat and one Republican Inspector of Election, plus two alternates for the March 16, 2021 Special Village Election at \$125.00 each.

The following inspectors were appointed:

Democrat – Kathleen Vienna

Republican – Arlene Foster

The Clerk will send letters of information to the above.

**RESOLUTION CALLING  
SPECIAL VILLAGE GENERAL ELECTION – RESOLUTION NO. 2-2021**

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

RESOLUTION DATED February 01, 2021

A RESOLUTION PROVIDING FOR THE HOLDING OF THE GENERAL ELECTION OF THE VILLAGE OF MANCHESTER, ONTARIO COUNTY, NEW YORK, TO FILL THE OFFICE OF THE OFFICE OF TRUSTEE, FOR A PERIOD OF ONE (1) YEAR, TERMS EFFECTIVE APRIL 1, 2021, ON TUESDAY, MARCH 16, 2021 FROM NOON TO NINE O'CLOCK PM IN THE VILLAGE HALL BY BALLOT BOX.

**WHEREAS**, the Village Law of the State of New York sets the Third Tuesday in March as the date for the general village election, and

**WHEREAS**, the office of TRUSTEE, for a period of one (1) year, will become vacant on April 1, 2021, and

**WHEREAS**, the following candidates have been nominated for this position:

**TRUSTEE (1yr)** Allison Liberati - Democrat Nominee  
35 State Street  
Manchester NY 14504

**TRUSTEE (1yr)** Charles Fine - Republican Nominee  
14 Pratt Road  
Manchester NY 14504

**NOW, THEREFORE, BE IT RESOLVED**, that the SPECIAL general election of the Village of Manchester, to fill the office of **TRUSTEE** for a period of one (1) years, the term to begin April 1, 2021, be held on Tuesday, March 16, 2021, from Noon to 9:00 PM, in the Village Hall, at 8 Clifton Street, Manchester NY, Ontario County.

**AND BE IT FURTHER RESOLVED**, that this election be conducted by Ballot Box.

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

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

The resolution was thereupon declared duly adopted.

**Approved - BUILDING DEPARTMENT REPORT – 2020**

Code Enforcement Officer Steven DeHond submitted his 2020 Building Department Report for the Village of Manchester. He also submitted a breakdown of each permit issued and the number of fire inspections completed for the year. 79 permits issued with a construction cost total of \$1,925,153.00 and Permit fees collected totaled \$5,695.50. His full report is on file in the clerk's office.

**Approved – GIRL SCOUTS OF AMERICA**

Michelle Mitchell, local Girl Scout Leader, telephoned earlier that they would like permission to hold "Drive-Thru" cookie sales at the Mike Griffin Memorial Park on Westplex Drive. They are unable to set up in stores due to COVID-19. After a brief discussion, the Board will allow the girl scouts to use the site. They need to send a description of their operation along with their COVID precautions.

**Discussed – EMPIRE ACCESS – FIBER OPTICS**

Empire Access is a locally owned and operated Fiber Optic Telecommunications Provider. They are seeking to use a village site for their transceiver. This was discussed in October 2020. The clerk informed the board that the phone number is located on the agenda if they want a conference call. At this time the board has tabled Empire Access indefinitely.

**Approved – NYCOM's WINTER LEGISLATIVE MEETING**

The Board approved Mayor Buttaccio to register for the legislative meeting being held on February 11, 2021. The cost is \$50.00 for the all day event that is being presented digitally. The virtual conference is addressing issues of most concern to cities and villages.

**PUBLIC LETTERS/EMAILS:**

**2<sup>ND</sup> Letter – from Grape Lakes Family Dental, Dr. Julie Labrecque.** Dr. Labrecque is requesting for the village to evaluate the possibility of re-curb the north side of her property (State Street side) at 2 South Main Street. She now sent a survey map showing a State Street entrance with curbing. The Board decided that further information is needed. They will be contacting the NYS Department of Transportation for advice, as some of the property is in their right of way. The Board would like to utilize the expertise of the NYSDOT for advice on the curbing and entrance.

**PUBLIC COMMENT: None**

### **DPW REPORT**

- 180 tons of salt have been used so far this winter.
- E. Ruthven has to complete the lab portion to complete his Class D Water License.
- Water samples for Tthm's and Haac's were completed for the quarter.
- Tri-Sales said the new meters will be here in 2-3 weeks.
- Railing for outside of Fire department will be done when the weather improves.
- Supervisor is attempting to contact the county for name tags for everyone.

### **POLICE REPORT**

- Routine Patrol
- Numerous parking violations, mainly in the village parking lot
- Town Court is closed due to COVID-19
- Working with the Committee on Police Reform.

### **FIRE DEPARTMENT REPORT**

- New reporting software, printed report not available.
- Keeping safe; using PPE and practicing COVID precautions.
- Inquired about the concrete flooring in truck bay. To get estimates.
- Assisted property owner at 75 S Main Street
- Mayor requested the use of the ladder truck to inspect the roundhouse roof on February 10<sup>th</sup> in the am

The meeting was adjourned upon motion at 6:55 pm. Next meeting is March 1, 2021 at 6:00 pm.

Respectfully submitted,

Rita J. Gurewitch  
Village Clerk/Treasurer