

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON FEBRUARY 7, 2022**

Present: Michael J. Buttaccio, Mayor
William F. Henry, Trustee
Charles E. Fine, Trustee

Absent: George C. Hotchkiss, DPW Supervisor
Richard Coffey, Police Chief

Others: Lee Sanders, MFD; Shirley Perryman and Katherine Lancy

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The Clerk led the Pledge of Allegiance to the flag.

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

The minutes of the Regular meeting held on January 3, 2022 were read. A motion was made by Trustee Henry, seconded by Trustee Fine, to approve the January minutes, unanimously carried.

The December Treasurer's report was presented at this time. Trustee Henry motioned to transfer \$5,000. From A1990.04 Contingency to Street Maintenance Contractual A.5110.04 to cover expenses through 5/31/2022. Seconded by Trustee Fine and carried. All Funds remain healthy except the water fund. Bills were authorized for payment on Abstract #9 of Audited Vouchers, General Fund totaling \$67,274.52; Water Fund totaling \$3,464.30; Sewer Fund totaling \$0.00; CDBG totaling \$0.00 and TEP totaling \$0.00; Trust & Agency Fund \$13,158.61.

Reported – SANDBLASTING COMPLAINT ON SMITH TERRACE

Ms. Katherine Lancy and Mrs. Shirley Perryman addressed the Board about their concern that the Sandblasting business next to them is (allegedly) emitting hazardous dust. They brought a napkin that they wiped down their deck and it showed a black substance. They have a video showing it coming out of the building. They said it is over everything around them and comes from the business next door. The Mayor stated he asked Code Enforcement about the situation and a letter was received from Steve DeHond.

Mr. DeHond stated that during his conversation with the property owner, Mr. Deys informed him that the DEC has inspected his property twice and have found no violations. Mr. Deys also said that he is moving to a new location within the next few months. Mr. DeHond said that if in a few months the sandblasting is still going on they will inspect the property to see if they need to return to the Planning Board with another site plan review.

Mayor Buttaccio advised that Ms. Lancy and Mrs. Perryman take that substance, have it tested and have it identified through a lab. Then present it to the Department of Environmental Conservation (DEC). Ms. Lancy said she did contact the DEC. The mayor said to get a copy of that report to show their findings.

The clerk and Ms. Lancy exchanged emails. She will send the video to the clerk. The Board will review further.

Approved - BUILDING DEPARTMENT REPORT – 2021

Code Enforcement Officer Steven DeHond submitted his 2021 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. 74 permits issued with a construction cost total of \$1,735,968.00 and Permit fees collected totaled \$2,729.00. His full report is on file in the clerk's office.

Approved - RESOLUTION CALLING VILLAGE GENERAL ELECTION – RESOLUTION NO. 2-2022

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

RESOLUTION DATED February 07, 2022

A RESOLUTION PROVIDING FOR THE HOLDING OF THE GENERAL ELECTION OF THE VILLAGE OF MANCHESTER, ONTARIO COUNTY, NEW YORK, TO FILL THE OFFICE OF TRUSTEE, FOR A PERIOD OF FOUR (4) YEARS , TERMS EFFECTIVE APRIL 1, 2022, ON TUESDAY, MARCH 15, 2022 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 four (4) years, will become vacant on April 1, 2022, and

WHEREAS, the following candidate has been nominated for this position,

TRUSTEE (4yrs) Charles E. Fine- Republican Nominee
14 Pratt Road
Manchester NY 14504

NOW, THEREFORE, BE IT RESOLVED, that the general election of the Village of Manchester, to fill the office of TRUSTEE for a period of four (4) years, the terms to begin April 1, 2022, be held on Tuesday, March 15, 2022, 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 Fine	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Appointed - ELECTION 2022 - INSPECTORS

A motion was made by Trustee Henry, seconded by Trustee Fine and carried unanimously to hire one Democrat and one Republican Inspector of Election, plus two alternates for the March 15, 2022 General Village Election at \$125.00 each.

The following inspectors were appointed:

Democrat – Kathleen Vienna
Republican – Susan Vienna

The Clerk will send letters of information to the above.

Approved -MUTUAL AID AGREEMENT WITH ONTARIO COUNTY – RESOLUTION NO. 3-2022

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

RESOLUTION DATED February 07, 2022

A RESOLUTION AUTHORIZING MUTUAL AID AGREEMENT FOR SHARING OF HIGHWAY EQUIPMENT AND LABOR SERVICES.

WHEREAS, Highway and Public Works Departments throughout Ontario County and surrounding areas have a long history of cost effective and efficient sharing of labor, materials and equipment to aid each other in the completion of both routine and emergency maintenance activities; and

WHEREAS, the previous agreement is slated to expire; and

WHEREAS, it is in the best interest of all area municipalities to enter into a formal agreement as required by the Highway Law to continue this cooperation without financial or liability risk; and

WHEREAS, the Ontario County Public Works Committee has developed an agreement which meets the Highway Law and protects the interests of all; now therefore, be it

RESOLVED, that this agreement shall be extended to February 16, 2027, with the option to extend another five year term; and further

RESOLVED, that the Mayor will sign the agreement to be returned to Ontario County Public Works.

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 Fine	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Approved - MANCHESTER YARD MASTER SITE PLAN STRATEGY – RESOLUTION NO. 4-2022

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

RESOLUTION DATED February 07, 2022

A RESOLUTION AUTHORIZATION TO ACCEPT THE NYS EMPIRE STATE DEVELOPMENT INCENTIVE PROPOSAL TO PREPARE THE MANCHESTER YARD MASTER SITE PLAN REDEVELOPMENT STRATEGY – PHASE III WITH AN EMPIRE STATE DEVELOPMENT STRATEGIC PLANNING AND FEASIBILITY STUDIES PROGRAM GRANT.

WHEREAS, Ontario County applied for and received a NYS Empire State Development (ESD) Strategic Planning and Feasibility Studies Program grant; and

WHEREAS, Ontario County received a Working Capital Grant for ESD Project in the amount of \$32,500.00 to be used for preparation of the Manchester Rail Yard Master Site Redevelopment Strategy – Phase III (ESD Project #134,759; NYS Consolidate Funding Application #109952; CFDA#N/A; MUNIS# G2203; and;

WHEREAS, the Incentive Proposal requires a minimum of 50% cash match which will be provided for the ESD Grant as follows:

Town of Manchester	\$10,000.00
Village of Manchester	\$10,000.00
Ontario County Economic Development Corp	\$10,000.00
Finger Lakes Railway Corporation	\$ 2,500.00
Total Cash Match:	\$32,500.00
Total Project Cost:	\$65,000.00

THEREFORE BE IT RESOLVED, that the County Administrator is hereby authorized to execute the Incentive Proposal Agreement with NYS empire State Development, and all other documents necessary to effectuate the purposes of this resolution.

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 Fine	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Approved – RELEVY OF MUNICIPAL WATER CHARGES

A letter was received from Ontario County Real Property reviewing NY State’s State of Emergency ending on June 24, 2021 allowing the re-levy of municipal water charges. The clerk will send a copy of the notice that was sent to all water service billing offering protection against water service termination and the opportunity to enter into a deferred payment agreement (DPA) to Real Property Tax Services along with the attestation signed by Mayor Buttaccio stating *Pursuant to the expiration of the New York State of Emergency on June 24, 2021, I certify that my village has followed all of the requirements as outlined by the Department of Public Service (DPS) in order to allow Ontario County to relevy the unpaid waster charges onto the 2022-2023 Village Tax Bills.*

Approved - SHARED SERVICES AGREEMENT WITH ONTARIO COUNTY PUBLIC HEALTH RESOLUTION NO. 5-2022

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

RESOLUTION DATED February 07, 2022

A RESOLUTION AUTHORIZING THE APPOINTMENT OF MARY BEER, RN MPH AS LOCAL HEALTH OFFICER FOR THE VILLAGE OF MANCHESTER.

WHEREAS, In an effort to comply with the Shared Services Initiative Ontario County and the Village of Manchester has identified an opportunity to share and coordinate the services of Mary Beer, RN MPH, the Public Health Director of Ontario County, to act as the Local Health Officer for the Village of Manchester ; and

WHEREAS, The Village of Manchester wishes to appoint Mary Beer, RN MPH, the Ontario County Public Health Director as the Village Local Health Officer; and

WHEREAS, The Ontario County Public Health Director, Mary Beer, RN MPH agrees to act at the Local Health Officer for the Village of Manchester, thereby eliminating the need for the Village to appoint and pay a local health officer; and

WHEREAS, Part BBB of Chapter 59 of the Laws of 2017 specifically authorizes cooperating municipalities to enter into shared services agreements; and

WHEREAS, The Parties wish to enter into a Shared Services Agreement providing for the appropriate service; now therefore, be it,

RESOLVED, In consideration of the preceding, and pursuant to New York Public Health Law §320, it is mutually agreed upon between Ontario County and the Village of Manchester, Mary Beer, RN MPH shall be appointed as the Local Health Officer; and be it further

RESOLVED, Mary Beer, RN MPH, in furtherance of this appointment, will investigate complaints of public health nuisances arising with the Village and when necessary to resolve said nuisances will present the facts and recommendations to the Village Board for their decision and enforcement action; and be it further

RESOLVED, the payment of any costs to abate a public health nuisance shall be a Village cost; and be it further

RESOLVED, the duration of appointment will begin **February 1, 2022** and will end on **December 31, 2025.**

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 Fine	Voting	“AYE”

The resolution was thereupon declared duly adopted.

Approved – 2022-2023 BUDGET WORKSHOP

The first budget workshop for the 2022-2023 Budget will be February 17, 2022 at 9:30 am. The second Budget workshop will be Wednesday, 2/23 at 9:30 am.

Approved – 2022 SUMMER CONCERT SERIES

July 6th – Max

July 13th – Go Rockin’Robins

July 20th – 47 South Veteran’s

July 27th – Trustee Fine to contact Slo-Riders

There was a discussion as to whether move the concerts back to the bandstand site or leave the at the Mike Griffin Memorial Park. Due to safety concerns the concerts will remain on West Avenue.

Discussion - 2022 SUMMER RECREATION PROGRAM

There was a general discussion of the summer rec program. A Recreation Leader and two assistants will be hired.

Emails/Letters

Grape Lakes Family Dental - 2 S Main Street. A letter was received requesting the Village of Manchester to install curbing and close entrances. At this time the village will not be closing any State Street entrances, nor have a change in curbing. The village will cold patch a pothole that is there. The entrances on Route 21 are in the Department of Transportation’s jurisdiction and not the village. A letter will be written and if a meeting is desired that can be set up.

DPW REPORT

- Continue to replace meters/readers
- Looking into a new dump truck
- Continuing with trail repair

POLICE REPORT

- No report.

FIRE DEPARTMENT REPORT

- There were 27 calls in the month of January. The full report is on file in the clerk’s office. Copies of the Annual Report were sent to the Town of Manchester and Town of Farmington.
- 1731 Pumper needs a spring
- 1781 scheduled for repair. Reported to insurance company. Freeze damage on 1731. Insurance to cover damage.
- Need fire department representative for trail celebration.

The meeting was adjourned upon motion at 8:15 pm. Next meeting is March 7, 2022 at 6:00 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer