

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON AUGUST 01, 2022**

Present: Michael J. Buttaccio, Mayor
William F. Henry, Deputy Mayor, Trustee
Charles E. Fine, Trustee
George C. Hotchkiss, DPW Supervisor

Absent: None

Others: Randy Ott, Kerry Adams, Nancy Johnsen, RJ Community Library; Lee Sanders, MFD.
Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The Clerk led the Pledge of Allegiance to the flag.

REGULAR MEETING

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

The minutes of the Regular meeting held on July 11, 2022 were read. A motion was made by Trustee Henry, seconded by Trustee Fine, to approve the July minutes, unanimously carried.

There was no July Treasurer's Report was presented at this time. Bills were authorized for payment on Abstract #2 of Audited Vouchers, General Fund totaling \$609,099.18* ; Water Fund totaling \$13,867.53; Sewer Fund totaling \$ 54,771.40; ARPA totaling \$0.00 and Trust & Agency Fund \$. *Includes \$550,000. Bond receipt.

Reported – GRANT FOR HISTORIC SURVEY

The Village received a letter from the Preservation League of NYS stating we did not get approved for any funding. The Board will review having this done and funding this possibly with ARPA funding. Tabled for later.

Reported – NYS Department of HEALTH – TOWN OF MANCHESTER WATER RATES

The Mayor and DPW Supervisor met with NYS DOH Engineer Kendall Larson on the water rates. The discussion was information only.

Approved – DAY ENVIRONMENTAL – PERIODIC REVIEW REPORT (PRR) FOR 147 STATE STREET

The Board reviewed the draft of the PRR. A motion was made by Bill Henry to approve the Periodic Review Report, seconded by Charles Fine, unanimously carried. Day Environmental will send the report to the DEC.

Discussed – NEWTON STREET

Mr. Huber would like speed limit signs put up on Clifton Street to slow down traffic before he starts to negotiate the land agreement on Newton Street. Attorney Jeff Graff will contact Mr. Huber next.

Reported –HIGH SCHOOL COMMUNITY SERVICE

Joseph (JJ) Whipple completed his 20 hours of community service graduation requirement at the Manchester Family Park under direction of Recreation Leader Charles Fine.

Approved – RED JACKET COMMUNITY LIBRARY – TEMPORARY USE PERMIT

Kerry Adams addressed the Board explaining the RJ Community Library's need for a Temporary Use Permit to operate the library at 89 S Main Street, renting space from Richard Dey's (AKA Sandman's). Their present location is the RJ School Library that they must vacate by September 1. The contract was changed and after lengthy negotiations they have to leave. A cost effective agreement could not be reached. Ms. Adams stated that they are looking for a larger location but their time frame has been shortened.

The Clerk explained that the Temporary Use Permit is granted by the Village Board of Trustees. The review by Ontario County Planning has been waived due to time constraints and that this is only temporary. Chair Judy Robinson reviewed the application prior to the Village Board meeting (see supporting letter on file with application). Code Enforcement Officer Steve DeHond did an inspection of the property and felt a library could go in the building.

After reviewing the application, Trustee Henry made a motion, seconded by Trustee Fine to grant a Temporary Use Permit to the Red Jacket Community Library; voted on and unanimously carried. The Village Board granted approval for a Temporary Use Permit contingent on the Planning Boards findings.

Reported - Jeff Liberati – RESIGNATION

A notice was received in writing on July 15, 2022 that Jeffery P. Liberati has resigned from his position as part time laborer. He will be sorely missed.

Reported – FACEBOOK

Ms. Brandy Jones has offered to run and operate a facebook page for the Village of Manchester. After a brief discussion, Facebook has been tabled at this time.

Reported – 16 N MAIN STREET

Mayor Buttaccio stated he would like the village to look into purchasing the property at 16 N Main Street for a municipal parking lot for the west side of NYS Route 21. This has been tabled for a time.

Reported – TRAIN DIORAMA

Mayor Buttaccio said the village has the opportunity to receive a detailed diorama. It is very large. The idea was tabled for now.

Approved - NYCOM FALL TRAINING SCHOOL

The Annual Fall Training School for City and Village officials will be held at the Hilton Plaza, Saratoga Springs, NY, September 12-16, 2022. A motion was made by Trustee Henry, seconded by Trustee Fine and carried that the Mayor may attend the school. DPW schooling is in October. George will look into it.

Approved - NEW HIRE – PART TIME CLERK

A motion was made by Trustee Henry, seconded by Trustee Fine, to hire Nichole Ruggles as a part time clerk in the office at \$19.00/hour. She will start on September 6, 2022.

DPW REPORT

- Letter from Assemblyman Gallahan said the DOT is not going to put in the crosswalk at Dollar General. It did say that the Village can put one in and they will advise and stripe.
- Write letter to Gray’s about their brush needs to be cut back.
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POLICE REPORT

- A part time police officer position has been posted on Ontario County Civil Service Job listing.
- The village is still determining if a police department is feasible.

FIRE DEPARTMENT REPORT

- A dedication of the Fire Department sign out front will be done at 6:45 pm tonight for Kenneth Potter. The Board intends to attend the dedication
- No word on grant writers.

The meeting was adjourned upon motion at 6:45 pm. Next meeting is September 12, 2022 at 6:00 pm.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer