

**MINUTES OF PUBLIC HEARING ON BUDGET HELD APRIL 7, 2008**

Present: Nancy W. Johnsen, Mayor  
Gary J. Bogner, Trustee  
William F. Henry, Trustee

Absent: None

Others: Jim Goodall, Fire Chief; Jeff Liberati, DPW Supervisor; Debra Gulvin-Chase, Deputy Clerk/Treasurer; Richard Coffey, Police Officer; Chris Nill.

Recording: Rita J. Gurewitch, Clerk

First order of business prior to opening the Public Hearing was Mayor Nancy Johnsen, Trustees William Henry and Gary Bogner taking their Oaths of Office. Mayor Johnsen was sworn in for a term of four years to 2012, Trustee Henry sworn in for a term of four years to 2012, and Trustee Bogner sworn in for a term of two years to 2010.

The public hearing was called to order by the Mayor at 6:03 PM. No one present spoke for or against the budget.

The public hearing was closed at 6:10 PM.

**MINUTES OF REGULAR AND ORGANIZATIONAL MEETING HELD APRIL 7, 2008**

Present: Nancy W. Johnsen, Mayor  
Gary J. Bogner, Trustee  
William F. Henry, Trustee

Absent: None

Others: Jim Goodall, Fire Chief; Jeff Liberati, DPW Supervisor; Debra Gulvin-Chase, Deputy Clerk/Treasurer; Richard Coffey, Police Officer; Chris Nill.

Recording: Rita J. Gurewitch, Clerk

The meeting was called to order at 6:10 PM by Mayor Johnsen. The clerk led the Pledge of Allegiance to the flag. Minutes of the meeting held on March 10, 2008 were read and a motion was made by Trustee Bogner, seconded by Trustee Henry to approve the minutes as presented. Bills were authorized for payment on Abstracts of Audited Vouchers #41, General Fund totaling \$25,061.66; #42, Water Fund totaling \$19,944.53; #43, Sewer Fund totaling \$1,213.08; #44 CDBG \$0.00; TEP totaling \$13,914.70. A motion was made by Trustee Henry, seconded by Trustee Bogner to accept the Treasurer’s Report for the month of January 2008, unanimously approved subject to audit.

**2008 – 2009 VILLAGE BUDGET – RESOLUTION NO. 8 FOR 2008**

The following resolution was offered by Trustee Henry, seconded by Trustee Bogner and carried to wit:

**WHEREAS**, the budget for the 2008-2009 fiscal year has been prepared by the Board of Trustees of the Village of Manchester, and

**WHEREAS**, no interested taxpayer of the Village of Manchester voiced any objection to the budget offered;

**NOW, THEREFORE, BE IT RESOLVED**, that the budget be adopted as follows:

	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>
Appropriations and other Budgetary Provisions	\$924,740	\$225,600	\$269,172
Less Estimated Revenue	\$502,387	\$187,300	\$229,200
Appropriated Cash Surplus	\$118,399	\$ 38,300	\$ 39,972
Balance to be raised by			
Real Property Tax Levy	\$303,954		

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

Mayor Johnsen	Voting	“AYE”
Trustee Bogner	Voting	“AYE”
Trustee Henry	Voting	“AYE”

The resolution was thereupon declared duly adopted.

**FIRE DEPARTMENT**

Fire Chief Jim Goodall gave the following report:

- The chassis has been ordered for the new brush truck. Grant awarded.
- They are looking at an additional approach for required physicals. In addition to Health Works, some members will go to their own physician with the correct forms to be completed.
- There are 10 new members.
- New ladder truck decals are complete
- Truck 1731 needs body work (tandem axle)
- Would like to replace Rescue Truck. The Board directed Mr. Goodall to pursue options, plus possibly look into a lease to purchase. Mr. Goodall is to get figures and bring back to the Board.
- The Manchester Fire Dept will participate in the Water Derby as Fire Police.

**VAC TRUCK**

Joint Sewer personnel are aiding in the repair of the vacuum truck. The expenses involved are incurred by the Village of Manchester.

**SPRING CLEAN-UP**

Spring Clean-Up is scheduled for the week of May 12, 2008 and will be contracted with Appleton Disposal.

**BOARD OF ETHICS**

Contained in the village code is an adopted Code of Ethics. A discussion followed considering appointing a Board of Ethics within the village. It was unanimously decided that the Village of Manchester would utilize the Ontario County Board of Ethics if ever a situation presented itself for need of a Board of Ethics.

**DRIVEWAY REQUEST – STATE STREET**

Ms. Lisa Schutz has requested she be allowed to black top a portion of her front yard for extending her driveway and parking ability at her residence. This request was tabled for more research.

**MANCHESTER-SHORTSVILLE COMMUNITY THEATRE**

No representation or response to Board’s request to M-S Community Theatre. The Village will hold support until communication can be re-established.

**ACCOUNTING AND PAYROLL SOFTWARE**

KVS Information Systems, Inc. and Williamson Law provided quotes and demonstrations on their accounting and payroll software packages.

A motion was made by Mayor Johnsen, seconded by Trustee Henry, to purchase the software from KVS Information Systems, Inc. for municipal accounting and payroll software. Voted on and unanimously carried.

**NEW YORK CONFERENCE OF MAYORS**

Mayor Johnsen will be attending the annual Mayor’s conference in Saratoga Springs, NY on June 08 through June 11, 2008.

**PLANNING BOARD RESIGNATION – DANIEL CIANFONI**

Planning Board Chairman Michael Chase received a resignation letter from Daniel Cianfoni, which he forwarded onto the Board of Trustees. Mr. Cianfoni stated he is resigning his position on the Planning Board effective immediately. He now resides in Florida for 6 months of the year and cannot effectively perform the duties of a Planning Board member. Chairman Chase at the last Planning Board meeting directed the clerk to send Mr. Cianfoni a letter stating they accepted his resignation and thank him for his past service to the village.

**TROY & BANKS, INC.**

Troy & Banks, Inc. is a utility and telecommunication consultants firm from Buffalo, NY. They are an independent company that audits utility and telecommunication service accounts for the purpose of securing refunds, credits or rebates from overcharges, errors or excess costs. After discussing the examples given, due to our small population and percentage of return, it was unanimously decided to forgo this proposition at this time and re-visit this topic at a future date.

**MRB GROUP – STATE STREET DRAINAGE AND HIGHWAY FACILITY**

Written proposals were presented (see attached) by MRB Group of Rochester for professional services on two projects. One was for State Street Drainage and the other for a new highway building. The intent of the drainage project is to extend storm sewer (drainage) along State Street to ward off high flow levels at the Joint Sewer treatment plant during heavy rains. The highway facility proposal is to develop schematic plans for a new highway building along with an opinion of cost. The cement garage facility on Vanderwall Drive needs to be replaced. A discussion followed concerning both proposals.

A motion was made by Trustee Henry, seconded by Trustee Bogner, to approve the State Street drainage proposal, voted on and unanimously carried.

A consensus was made that a new highway facility is warranted and will be discussed again at the next board meeting. No motion was rendered on this proposal from MRB.

**POINTS OF DISTRIBUTION SITES (PODS) – RESOLUTION NO. 9 – 2008**

The following resolution was offered by Trustee Henry, seconded by Trustee Bogner and carried:

WHEREAS, Ontario County Public Health is charged by the New York State Department of Health with developing a plan to provide mass medication administration to every resident in Ontario County in the event of a Public Health emergency; and

WHEREAS, during a large scale public health event, such as a pandemic, resources, both human and material, will be scarce and it is recognized that the Public Health Department will not be able to meet this goal without assistance; and

WHEREAS, local government, meaning towns, villages and cities have a vested interest in assuring that the residents in their communities receive these medication; and

WHEREAS, the Public Health Department has determined that the best strategy for meeting this need is to establish Points of Distribution Sites (PODS) within each local town, village and city and that these sites be managed by the residents within these communities; now therefore, be it

RESOLVED, that the Village of Manchester, by way of this resolution, does support this effort by the Ontario County Public Health Department; and further

RESOLVED, that the individual board members agree to be actively engaged in the process of assisting the Public Health Department in establishing a site within our community with the understanding that the goal is to have this site be maintained and managed by the local community; and further

RESOLVED, that the Ontario County Public Health Director assures each Board Member that in the event that this goal cannot be met that the Public Health Department continues to have the obligation to meet this need.

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

Mayor Johnsen	Voting	“AYE”
Trustee Bogner	Voting	“AYE”
Trustee Henry	Voting	“AYE”

The resolution was thereupon declared duly adopted.

**TRANSPORTATION ENHANCEMENT PROGRAM (TEP) TRAIL GRANT**

An public informational meeting will be held on April 23, 2008 at 7:00 pm. This meeting will provide an opportunity to share information, listen to concerns, and gather ideas. The village’s engineering and design

consultants will present a comprehensive overview of the current status of planning and answer any questions.

### **EAGLE SCOUT AWARD – JARED R. POWER**

Mayor Johnsen received a letter from Boy Scout Troop #39 announcing that Jared R. Power completed the requirements for, and having been examined by an Eagle Scout Board of Review, was found worthy of the rank of Eagle Scout. The Board directed the clerk to create a Certificate of Recognition from the Village of Manchester to be presented to Jared Power at an Eagle Scout Court of Honor being held on April 27, 2008 at the American Legion Post 34 in Shortsville. Trustee Bogner will deliver the award.

### **EXECUTIVE SESSION**

The Board so moved to executive session at 8:50 pm.

The executive session was closed at 9:00 pm. No motions or decisions were forth coming.

### **MEETING TIME CHANGE**

The next board meeting will be on May 05, 2008 at 7:00 pm instead of 6:00 pm.

The meeting was adjourned on motion at 9:07 PM.

Respectfully submitted,

Rita J. Gurewitch  
Clerk/Treasurer