

**VILLAGE OF MANCHESTER REGULAR BOARD MEETING
HELD AT 8 CLIFTON STREET
ON FEBRUARY 06, 2012**

Present: Nancy W. Johnsen, Mayor
William F. Henry, Trustee
Debra Gulvin-Chase, Deputy Clerk/Treasurer
Jeffrey P. Liberati, DPW Supervisor
Richard Coffey, Police Officer
Harry Bowker, Fire Chief

Absent: Gary J. Bogner, Trustee

Others: Ed Ruthven, Alex Colburn; MFD

Recording: Rita J. Gurewitch, Village Clerk/Treasurer

The meeting was called to order at 6:00 PM by Mayor Johnsen. The Clerk led the Pledge of Allegiance to the flag. The minutes of the regular meeting and special meeting held on January 9, 2012 were read and then approved upon motions from Mayor Johnsen and Trustee Henry. The December Treasurer's report was reviewed and approved upon motion from Trustee Henry, seconded by Mayor Johnsen, subject to audit, voted on and carried unanimously. 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.

ELECTION 2012 - INSPECTORS

A motion was made by Mayor Johnsen, seconded by Trustee Henry and carried unanimously to hire one Democrat and one Republican Inspector of Election, plus two alternates for the March 20, 2012 village election at \$90.00 each.

The following were named:

Democrat – Marlene DeGloma
Republican – William Schwartz
Alternate Democrat – James Thompson
Alternate Republican – Jacquelyn Thompson

TEP TRAIL

There was a discussion on the retaining wall needed for the railroad trestle area. Approximate cost will be around \$1,500. See DPW report.

VILLAGE BOARD OF TRUSTEES RESIGNATION – GARY J. BOGNER, TRUSTEE

A resignation letter was received from Gary Bogner stating he is resigning his position as Trustee effective February 29, 2012. He has taken a new position as District Executive with the Boy Scouts of America. This position now makes it difficult to perform his duties as trustee. It is with great sadness that he must tender his resignation. The Board reluctantly accepted Mr. Bogner's resignation. This vacancy will require the Mayor to make an appointment for Trustee to fill the remainder of the term to April 2014.

BUILDING DEPARTMENT REPORT – 2011

Code Enforcement Officer Steven DeHond submitted his 2011 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. 67 permits issued with a construction cost total of \$1,347,853.94. Permit fees collected totaled \$2,441.60. Full report is on file in the clerk's office.

SPRING CLEAN-UP

The Annual Village Spring Clean-up dates will be determined at next month's meeting. It will either be May 7th & 8th, or May 14th & 15th. Casella Waste Services and K & D will be contacted for quotes.

FIRE DEPARTMENT:

- A verbal report of 16 calls for January was given. Report on file in the clerk's office. Good member response.
- Trustee Henry stated he would like to attend the next Executive Board meeting.
- Air Packs (Self-Contained Breathing Apparatus) Bid opening is set for February 13, 2012 at 4:00 pm.
- DPW will contact Hibbs Construction to see about roof leak around siren.
- Concession stand at the Fireman's field needs repair. DPW inquired as to having the Village take over the property at the Fireman's Field, thereby doing the upkeep and maintenance needed. The Fire Dept will discuss this proposal at their meeting.
- The Executive Board voted to look into the Restricted Active Member (RAM) Program for the Manchester Fire Department. This program is designed for any young adult, male or female, ages 16 or 17. The program is to recruit, train and retain future firefighters for the Manchester Fire Department. Restrictions apply. The clerk will check for any insurance restrictions.

DPW REPORT

- MRB Group will meet here at the Village Hall with the DPW to do a walk through to upgrade energy efficiency and American Disability Act requirements.
- Trail retaining wall by the trestle to be done as soon as sanders are out of the trucks. Table top panel needs to be completed by May. Will target first week in June for official opening of the trail.
- Priority will be the wall, panel and trail. Landscaping and top soil will be last. A spur to the Railroad Memorial park is being contemplated. Check with Dan Schreiber Excavating to assist. Will check on soil certification.
- South Avenue road work will be scheduled
- The brush pile is scheduled to be ground.

POLICE REPORT:

- January 2012 Police report is on file in the clerk’s office.
- 66 calls
- Patrol car in for service and NYS inspection.

EXECUTIVE SESSION – POSSIBLE LITIGATION

A motion was made by Mayor Johnsen to move to executive session to discuss possible legal issues, seconded by Trustee Henry, voted on and unanimously carried. Mayor Johnsen requested that the clerk remain in the room.

EXECUTIVE SESSION BEGAN 6:45 PM
EXECUTIVE SESSION ENDED 7:04 PM
RESUMED REGULAR MEETING AT 7:05 PM

NYS CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) PROJECT NO. 694C088-06

The Village of Manchester received a letter from Matthew L. Nelson, President, of the New York State Office of Community Renewal (formally known as Governor’s Office of Small Cities). This letter addresses the recapturing of funds from the CDBG grant the village received in 2006. This letter also requests that the Village of Manchester submit checks to the NYS Housing Trust Fund Corporation. (see attached letter)

SPECIAL COUNSEL – RESOLUTION NO. 3 – 2012

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

WHEREAS, our present village attorney has requested additional counsel concerning pending filing for breach of contract with a consultant concerning the NYS Community Development Block Grant Project No. 694C088-06; and

WHEREAS, our present Special Counsel attorney is unable to accept representing the Village of Manchester at this time; and

WHEREAS, a need may arise to have an attorney other than our village appointed attorney and current special counsel; and

WHEREAS, Trevett Cristo Salzer & Andolina P.C., Attorneys at Law, of Rochester NY, will be appointed to act as special counsel on behalf of the Village of Manchester, when Village Attorney John Tyo and Special Counsel Attorney Jeff Graff withdraw council or are not available;

BE IT RESOLVED, that this resolution will take effect immediately.

The above resolution was put to a roll call vote as follows:

Mayor Johnsen	voting	“AYE”
Trustee Henry	voting	“AYE”
Trustee Bogner	absent	

The resolution was duly adopted.

A letter will be written to our legislative representatives to appeal OCR’s request to recapture the grant funding.

The next Budget meeting is scheduled for Friday, February 10, 2012 at 9:30 am.

The next Village Board meeting will be on Monday, March 05, 2012 at 6:00 pm.

The meeting was adjourned upon motion at 7:10 PM.

Respectfully submitted,

Rita J. Gurewitch
Village Clerk/Treasurer