

**VILLAGE OF MANCHESTER
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
HELD AT 8 CLIFTON STREET, MANCHESTER NY
ON JANUARY 03, 2011**

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

Absent: Chad Romeiser, Fire Chief

Others: Anthony Cirulli, James Moses, Michael Buttaccio

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 held on December 06, 2010 were read and approved upon motions from Trustee Henry and Trustee Bogner. The December Treasurer's report was reviewed and approved upon motion from Trustee Bogner, seconded by Trustee Henry, subject to audit, voted on and carried unanimously. Bills were authorized for payment on Abstract #7 of Audited Vouchers, General Fund totaling \$; Water Fund totaling \$; Sewer Fund totaling \$; CDBG totaling \$0.00 and TEP totaling \$0.00.

TEP TRAIL

Fisher Associates is coordinating with the contractor (F. W. Construction Corp.) regarding submission of the required documents and forms. Construction of the trail will begin in Spring 2011. May start to "grubbing and clearing of brush anytime. UFPO's (Underground Facilities Protective Organization) have been done. Based on the current estimate to complete the project, it is anticipated that the total design phase budget will be under approximately \$10,000, which can be applied to the budget available for construction.

ZONING BOARD OF APPEALS (ZBA)

RESIGNATION

A letter of resignation was received from ZBA Chairman, Donald Mordue, stating that he has decided to retire from the ZBA Board effective December 31, 2010. The Board reluctantly accepted Mr. Mordue's resignation. Mayor Johnsen directed the clerk to write a letter to Mr. Mordue thanking him for his many years of service to the village.

CHAIRMAN APPOINTMENT

ZBA Member Anthony Muscolino has expressed interest in becoming the new ZBA Chairman. Mr. Muscolino has many years of dedication and experience serving on the Zoning Board of Appeals board. The Board agreed that he would do a fine job. Mayor Johnsen made the appointment of Anthony Muscolino to ZBA Chairman to finish Donald Mordue's term to March 31, 2013.

MEMBER APPOINTMENT – OATH OF OFFICE

A Letter of Interest to become a permanent member of the Zoning Board of Appeals was received by Alternate ZBA Member Michael Buttaccio. The Board viewed his letter favorably. Mayor Johnsen Made the appointment of Michael Buttaccio to ZBA Member to finish Anthony Muscolino's term to March 31, 2012. Michael Buttaccio undertook the Oath of Office for ZBA Member from Mayor Johnsen.

CABOOSE

Mr. Buttaccio is also on the Caboose Project Committee to preserve the local railroad history by assisting the village in acquiring a caboose for local display and a possible memorial park to honor the workers of the Lehigh Valley Railroad.

The land needed to position the caboose on has been transferred from the Lehigh Valley Railroad Historical Society to the Village of Manchester. The caboose has been purchased. Mr. Buttaccio is involved with the relocation of where the caboose is now to get it to the site. A letter was submitted by Mr. Timothy Munn

(Educator, Author and Historian) supporting the Lehigh Valley Caboose Project with an itinerary phasing the project to fruition. This includes renovating the caboose (inside and outside), photos of railroad history inside, a Historical marker on location, a "brick park", and a special 100 year anniversary ceremony marking the August 25, 1911 rail disaster.

Trustee Bogner will assist, along with DPW Supervisor Jeff Liberati, to prepare a site plan for the Caboose and park, as this project will need to be reviewed by the Planning Boards from the village and Ontario County. A Caboose Committee meeting will need to be schedule.

VILLAGE HEALTH OFFICER

The Health Officer term expires on January 31, 2011. Mayor Johnsen appointed Ms. Carole Kern for a four year term as Health Officer from February 1, 2011 to January 31, 2015.

PRATT ROAD FENCE

A draft letter was received from Village Attorney, John Tyo that he would send to Mr. Isaac Moses. A portion of the letter stated "*It appears that the fence issue involved considerable miscommunication and misunderstanding*". The letter went on to say it was concurred that the fence is a non-conforming pre-existing use that would resolve the zoning issue. The right-of way issue remains, as the fence lies within the public right of way. Also in the draft letter is "if the Village were to decide to create a sidewalk within the public right of way,...the village could cause the fence removal through legal proceedings".

A motion was made by Trustee Henry, seconded by Trustee Bogner to approve the letter of explanation that the village attorney drafted to send to Mr. Isaac Moses concerning his fence at 4 Pratt Road. Motion carried unanimously. No sidewalk is scheduled at this time in that area.

The Mayor directed the clerk to send a letter to Code Enforcement Officer, Steve DeHond, to rescind his letter directing Mr. Moses to remove his fence. Also as no fence permit was issued, the \$20.00 fence permit fee was returned to Mr. Moses. At this time, Mr. Buttaccio requested that the \$50.00 ZBA application fee be returned also. Since the ZBA did review the application, Mayor Johnsen was unsure if the \$50.00 is refundable. She would check the village attorney.

Mr. Buttaccio stated that he felt the curbing in front of 4 Pratt Road is wrong and would like it fixed. DPW Supervisor Jeff Liberati explained a conversation he had with Mr. Moses then stated that curbing is put in accordance to the road not according to the yard. A discussion proceeded. No action taken at this time.

DPW REPORT

- Highway Garage – "Punch out" list need from Pat Nicoletta (MRB) as to what is left to do on the project.
- Mayor Johnsen stated she would like to plan "open houses" for the trail, the caboose and the highway garage.
- Finger Lakes Water Works Conference is scheduling their Annual meeting February 3, 2011. Supervisor Liberati will be attending. Also, there is operator training available for Grade C and Grade D licenses. Grade C – February 14-17, 2011 @ SUNY Morrisville and Grade D – March 22-23, 2011 @ SUNY Morrisville.

POLICE REPORT:

- December 2010 Police report on file is the clerk's office.
- Over night parking compliance is good
- Five (5) street lights out have been reported to RGE. Due to the number of power outages, Mayor Johnsen spoke with Town of Farmington Supervisor Ted Fafinski suggesting a meeting be scheduled between the Towns of Manchester and Farmington, the Village of Manchester and Rochester Gas & Electric.

FIRE DEPARTMENT:

- No report - Fire Chief not present.

A Budget Workshop will be held on Wednesday, January 26, 2011 at 9:00 am at the Village Hall. The next Village Board meeting will be on Monday, February 07, 2011 at 6:00 pm.

The meeting was adjourned upon motion at 7:16 PM.

Respectfully submitted,
Rita J. Gurewitch
Village Clerk/Treasurer