

**MANCHESTER TOWN BOARD - REGULAR MEETING
2020 Preliminary Budget - 6:00 P.M.
November 12, 2019 - 6 P.M.**

The Regular Monthly Meeting of the Manchester Town Board was held tonight, November 12th, 2019, 6:00 p.m. at the Manchester Town Hall with the following members present:

Jeffery Gallahan	Supervisor
David Phillips	Councilman
Donald Miller, Jr.	Councilman
Jaylene Folkins	Councilwoman
Kevin Blazey	Councilman

OTHERS PRESENT: Jill Havens, Town Clerk; Steve DeHond, Code Enforcement Officer; Willie Murphy, Deputy Highway Superintendent/Water Superintendent; Jennifer Fagner, Assessor; Kevin Lyke, Deputy Water Superintendent/Highway Employee; Isaac VanBortel (newly elected Councilman) & Francis Vanderwall, Town Resident(s)

ABSENT: Jason Lannon, Highway Superintendent

CALL TO ORDER: Supervisor Gallahan called the November 12, 2019 Regular Board meeting to order at this time, 6:00 p.m.

PUBLIC HEARING OPENED: Supervisor Gallahan opened the public hearing for tonight at this time, 6:00 p.m., with the reading of the Legal Notice, no objection. The Legal Notice was published in the Daily Messenger and posted in the Town Hall as follows:

**LEGAL NOTICE TOWN OF MANCHESTER RESIDENTS
NOTICE OF PUBLIC HEARING UPON 2020 PRELIMINARY BUDGET, SPECIAL
ASSESSMENT ROLL, EXEMPTION REPORT AND REGULAR MONTHLY MEETING,
NOVEMBER 12th, 2019, 6:00 P.M.**

NOTICE is hereby given that the preliminary budget, special assessment roll and exemption report of the Town of Manchester for the fiscal year beginning January 1st, 2020, has been completed and filed in the office of the Town Clerk at 1272 Co. Rd. 7, Clifton Springs, N.Y., where it is available for inspection by any person at all reasonable hours.

FURTHER NOTICE is hereby given that the Town Board of the Town of Manchester will meet and review said preliminary budget and hold a public hearing thereon, at the Manchester Town Hall at 6:00 p.m. on the 12th day of November, 2019, and that at such hearing, any person may be heard in favor of or against the preliminary budget as compiled or for or against any item or items therein contained.

FURTHER NOTICE is hereby given, pursuant to Section 108 of the Town Law, that the following are the proposed yearly salaries of Town Officials of this Town:

Supervisor (Includes Budget Officer)	\$24,500.00
Councilman:	\$ 3,691.00
Councilman:	\$ 3,691.00
Councilman:	\$ 3,691.00
Councilman:	\$ 3,691.00
Town Clerk/Tax Collector:	\$53,599.00
Town Highway Superintendent:	\$37,131.00

BY ORDER OF THE TOWN BOARD
DATED: October 22, 2019
Jill A. Havens, Town Clerk

PUBLIC HEARING 2019 PRELIMINARY BUDGET: Supervisor Gallahan asked if anyone wished to speak regarding the 2019 Preliminary Budget, repeated three times, hearing none, CLOSED the Public Hearing at this time, 6:02 p.m. and continued with the Regular Meeting.

November 12, 2019

➤ **RESOLUTION #141 - APPROVAL OF MINUTES, REGULAR MEETING October 8, 2019, AS SUBMITTED**

On motion of Councilwoman Folkins, seconded by Councilman Phillips, the following resolution was unanimously **ADOPTED**:

VOTE: **AYES - 5** **NAYS - 0**

RESOLVED, to approve the minutes from the Regular Meeting held on October 8, 2019, as submitted.

➤ **RESOLUTION #142 - APPROVAL OF SUPERVISOR’S MONTHLY FINANCIAL STATEMENT**

On motion of Councilman Phillips, seconded by Councilman Miller, the following resolution was unanimously **ADOPTED**:

VOTE: **AYES - 5** **NAYS - 0**

RESOLVED, to approve the Supervisor’s Monthly Report as submitted. See Minute Book Attachment for report.

➤ **RESOLUTION #143 - APPROVAL OF TOWN CLERK’S MONTHLY REPORT**

On motion of Councilman Miller, seconded by Councilman Miller, the following resolution was unanimously **ADOPTED**:

VOTE: **AYES - 5** **NAYS - 0**

RESOLVED, to accept the Town Clerk’s report as follows:

-- Dog Licenses (109 N & R; 1-PB; 0-Exempt; 1-Tag)	\$	1,761.00
-- State Surcharge Fees	\$	152.00
-- Late Fees (Dog Licenses)	\$	180.00
-- Transfer Station	\$	2,974.08
-- Zoning Fees	\$	2,655.60
-- DEC Licenses	\$	1,078.00
-- Certified Copy (4-M & 6-D)	\$	100.00
-- Bingo Fees	\$	26.57
-- Marriage License (5)	\$	200.00
-- Bingo License (0)	\$	0.00
TOTAL COLLECTED	\$	9,208.25
PAID TO NYSDEC	\$	1,017.06
PAID TO STATE	\$	152.00
PAID TO SUPERVISOR (TOWN)	\$	7,926.69
PAID TO NYS HEALTH DEPT.	\$	112.50
PAID TO NYS RACING & WAGERING	\$	0.00

Supervisor Gallahan received and reviewed the following correspondence with the Board at this time (See minute book attachment for all correspondence):

- a. **Town Clerk monthly report**
- b. **Supervisors monthly report**
- c. **10/16, Lori Reals, CSFD monthly report**
- d. **10/21, Kendall Larson NYSDOT, water dept report**
- e. **10/10, Justice Court Fund**
- f. **10/15,, Dan White, canal Society of NY Reimagining NY Canals**
- g. **10/9. Beth Johnson, FLCC invite**
- h. **10/9, Gary Palumbo, NYPA, SEQUA notification**
- i. **10/30, Bank Account Collateralization**
- j. **MFD Monthly Report**
- k. **10/22, Jeffery Gallahan, letter of accomplishment, Eagle Scout Jacob Wright**

November 12, 2019

At this time, Supervisor Gallahan asked Town of Manchester Resident, Francis Vanderwall of 4167 Hackett Road to address the Board.

Francis Vanderwall: The problem is, the ditch is on the wrong side of the road. The Town came out ran a transit down the other side of the road but they have to get the permits. The stagnate in front of my house and the ditch next door to me has ruined my well. Also because of the ditch in front of my house, I go through two (2) sump pumps a year and that's getting kind of expensive, seeing as they are about \$150 a piece. What I am here to see is if the Town of Manchester would waive the fee to hook me up to town water? I will pay for everything else but I cannot pay the \$1,600-\$1,700 to hook up to the water and I can't drink my water. My well is contaminated and, in the summertime, I can't even go outside because of the mosquitoes. It's ridiculous. The Town came out and I have to give Jason and Willie a lot of credit, they have done more in the last 2 months than the previous highway superintendent in the whole time he was in office. Now, I still have 6-10 inches of standing water in my front yard. My sump pump runs almost 24 hours a day, got to do something about it. Jason explained to me that they have to get permits to do any ditch work on the other side of the road. But what I want to see about tonight, is hooking up to the Town water.

Supervisor, Jeff Gallahan: Do you have reports from anyone that tested your well that you can present to the Board?

Francis Vanderwall: No.

Supervisor, Jeff Gallahan: We would need to see that before we could even consider your request.

Francis Vanderwall: No problem, I will bring them in,

Supervisor, Jeff Gallahan: Ok, then we will bring it up at the next meeting.

Francis Vanderwall: Ok, thank you.

Supervisor, Jeff Gallahan: Do any board members have questions for Fran before he goes?

Councilman, Dave Phillips: I guess I am not sure where you are located?

Francis Vanderwall: Hackett Road, 4th house on the south side. There is no place for the water to go. When it does fill up out there it seeps into DeBrock's field which is turning that into a swamp. The mosquitoes will carry you away in my yard.

Councilwoman, Jaylene Folkins: Is there something that has changed the situation so that now there is an issue?

Supervisor, Jeff Gallahan: I don't know of anything that has changed on Hackett Road since I have been sitting on the board for the last 14 years.

Councilwoman Folkins: What has changed with your property? Has it always been this way?

Francis Vanderwall: Yes, and I have talked to Wayne Holtz, the former Highway Superintendent and nothing was done until finally Jason and Willie have started doing something about it. Well, they are trying to. Like I said, I have sump pumps running 24/7 because of the standing water and if was run down the other side of the road, it would be taken care of.

Supervisor, Jeff Gallahan: Fran, did you build that house?

Francis Vanderwall: No.

Supervisor, Jeff Gallahan: When did you move in?

Francis Vanderwall: 1988

Supervisor, Jeff Gallahan: Where was the ditch then?

Francis Vanderwall: It ran across Captain's field along the end of the road.

Supervisor, Jeff Gallahan: There was no ditch in front of your house?

Francis Vanderwall: Well, if you want to call it that. The road was higher than my front yard but then Wayne had Fish come out and dig the ditch and now it's a mess. On the end of my property, Fish dug a pond and when the water shoots out from across the road, it washes the bank away. Now the bank is going back farther and farther.

Supervisor, Jeff Gallahan: That is on the west end of your property?

Francis Vanderwall: Yes. That ditch originally, up by Eddinger's house, where the pipe goes under the road, that ran all the way across the field, down to Black Brook. It was diverted from running across that field to down my side of the road

Supervisor, Jeff Gallahan: So, that was a buried pipe that ran across that field?

Francis Vanderwall: No, it was an open

Supervisor, Jeff Gallahan: It just ran across that field

Francis Vanderwall: Right. The ponds on the east side on 21 drain over onto Eddinger's and then it runs on a pipe underneath the road and it did run in a pipe all across the field down to Black Brook. Now, I don't know why, they diverted it and it comes right down in front of my house and ends on the end of my property. Right now, you wouldn't want to walk down through there because you would have to put hip boots on.

Supervisor, Jeff Gallahan: When was that work done?

Francis Vanderwall: 5 years ago.

Deputy Highway Superintendent, Willie Murphy: Longer than that, it hasn't been done since I have been here and I have been here 8 years. We have had to replace it because when they put the water line done Hackett Road, it got ruined and needed to be replaced but it was already there.

Councilman, Kevin Blazey: When you shot the grade, what did you find out?

Willie Murphy: That it will flow in front of his house.

Councilman, Kevin Blazey: It will flow where?

Willie Murphy: Down past his property into the pond.

Councilman, Dave Phillips: How does it get to Black Brook now?

Willie Murphy: It must just find its way when it gets out into the woods.

Francis Vanderwall: The ditch across the road from my house doesn't drain anywhere, that just fills up and leaches out my way.

Supervisor, Jeff Gallahan: Willie, as you go west on the north side of the road, aren't there feeders to the south side of the road to push that water to Black Brook to the west?

Willie Murphy: 5 of them I believe

Supervisor, Jeff Gallahan: Where does the first one go across from north to south?

Francis Vanderwall: In my front yard, but that is all collapse now

Willie Murphy: I don't think there is much water that comes across there now.

Supervisor, Jeff Gallahan: So, where is the water coming from the north crossing the road that is getting to your property?

Francis Vanderwall: Up by Eddinger's House and at the ponds.

Supervisor, Jeff Gallahan: Is the well that you have, the original well for the home?

Francis Vanderwall: Yes, and I have never had any problems with it before until all this water started backing up after Fish dug that pond. I asked Wayne Holtz several times to do something about it.

Supervisor, Jeff Gallahan: I was out there with Wayne twice. So, bring us the report on your well and come back to the Town Board Meeting next month.

Francis Vanderwall: Ok, will do. Thank You.

➤ **RESOLUTION #144 - RESOLUTION OF APPRECIATION FOR PLANNING BOARD, AG BOARD & BOARD OF ASSESSMENT REVIEW MEMBERS, RUBY AND TOM MORRISON**

On motion of Councilwoman Folkins, seconded by Councilman Phillips, the following resolution was unanimously ADOPTED:

VOTE:	AYES - 5	NAYS - 0
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WHEREAS, a letter of resignation has been received from Ruby Morrison, Planning Board & Board of Assessment Review Member, effective as of November 1, 2019;

WHEREAS, a letter of resignation has been received from Tom Morrison, Ag Board & Board of Assessment Review Member, effective as of August 28, 2019;

RESOLVED, to approve this Resolution of Appreciation for BOTH Ruby & Tom Morrison, Planning Board, Zoning Board of Appeals, AG Board and Board of Assessment Review Members, with gratitude for their service to the Residents of this Town and we wish them all the best with their move.

➤ **RESOLUTION #145 - APPROVAL FOR DESIGNATION OF LEAD AGENCY STATUS RE: MALCHO'S CAR WASH & STORAGE FACILITY**

On motion of Councilman Phillips, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:

VOTE:	AYES - 5	NAYS - 0
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RESOLVED, to approve the Village of Manchester to serve as Lead Agency for the SEQR review of the proposed Malcho's Car Wash & Storage Facility and to authorize Supervisor Gallahan to sign the requested paperwork on behalf of the Town of Manchester.

November 12, 2019

Department Reports:**a. DEPUTY HIGHWAY SUPERINTENDENT, Willie Murphy reported the following:**

- **1A Stone**
 - The stone used for road projects is going to start being brought in already, starting tomorrow, November 13, 2019.
- **Winter Equipment**
 - Ready for winter.
- **New Hire, Pat Curran**
 - Is working out very well.
- **Equipment Repair**
 - Had some work done on the 1-ton dump truck.
 - Dump body was sand blasted
 - Frame was sandblasted, painted and holes patched
- **Sexual Harassment Training**
 - Completed by all highway employees.

b. WATER SUPERINTENDENT, Willie Murphy:

- **Willie Murphy reported:**
 - He and Kevin had a couple more meetings regarding the purchase of new meters last week. Currently waiting on numbers for comparison.

c. CODE ENFORCEMENT OFFICER, Steve DeHond, reported the following:

- **There were fourteen (14) building permits issued in the Town of Manchester in October.**
- **Fees Collected - \$1,597.00.**
- **Estimated Construction costs - \$106,652.00**
- **Steve and Marty performed 22 fire inspections in the Town and the 3 Villages in October, many of those were for Mormon Properties.**
 - At the Mormon Property Inspections, we were told that after next year, they are tearing everything down except for the visitor center at that main location.
- **Habitat for Humanity Project: Corner of Teft Ave & Park**
 - There is a house being built in Clifton but it is being built off-site at the Williamson BOCES. Steve and Marty are going to work with that class this winter. Currently have three (3) different times scheduled to go over and meet with the class and go over the framing inspections, etc starting around February 2020.

d. ASSESSOR, Jennifer Fagner, reported the following:

- **All exemptions have been printed off and are ready to be mailed 12/9/2019.**
 - There will be no Enhanced Star sent this year as everyone has been enrolled in the IVP
 - Only people with a current Basic Star that are 65 years of age or older and income approved can come in to the office to fill out an application for the Enhanced Star along with the IVP.
- **Spoke with Assessor's Aide, he will be starting in January 2020.**
 - Trying to set up a date for him to come into the office to fill out his new hire paperwork, introduce him to the staff and show him his work area.
- **Working on filing and reorganizing.**
- **Working on the Revaluation.**
- **This is the 4th week of class and I will be out of the office this Friday, November 15th to take the exam in Batavia.**
- **I will be out of the office from 11/26/19 to 12/9/19.**
 - I will be bringing home with me everything for the Revaluation. This I do not want to get behind on.

➤ **RESOLUTION #146 - TO APPROVE THE 2020 PRELIMINARY BUDGET, AS AMENDED, TO BECOME THE 2020 BUDGET FOR THE TOWN OF MANCHESTER**

On motion of Councilman Phillips, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:

VOTE:**AYES - 5****NAYS - 0**

RESOLVED, to approve the amendments made to the Preliminary Budget, and approve that Preliminary Budget to become the 2020 Budget for the Town of Manchester.

****See pages following this meeting for the 2018 Budget****

November 12, 2019

➤ **RESOLUTION #147 – APPROVAL OF TRANSFERS**

On motion of Councilman Phillips, seconded by Councilman Miller, the following resolution was unanimously ADOPTED:

VOTE: AYES - 5 NAYS - 0

RESOLVED, to approve the following Transfers:

From:	Amount:	To:	Reason:
<u>HIGHWAY FUND</u> DB5110.4	\$10,000.00	DB5142.4	To cover cost of salt for snow removal.

NO ADDENDUM ITEMS

BOARD MEMBER ITEMS:

• **Councilman Miller:**

- 1.) Questioned the dirt & debris pile on East Avenue, Shortsville in front of Douglas Cummings residence.
 - a. Steve DeHond informed that was from the Village of Shortsville hooking up water to the new greenhouses going in on the opposite side of the road from Mr. Cummings.
- 2.) Congratulations to everyone on their Election Day Victories!!!

• **Councilwoman Folkins:**

- 1.) Trying to coordinate setting a date for the Zoning Code kick-off.
- 2.) Attended the Veteran's Hall of Fame Event held by Senator Pam Helming.
- 3.) Port Gibson Grant for cemetery has been passed off to Cynthia Houck with the Landmark Society.

• **Councilman Blazey:**

- 1.) Questions regarding line charges for Time Warner Cable
 - a. Supervisor Gallahan has inquired at the county but has not heard anything back as of tonight's meeting.

• **Councilman Phillips:**

- 1.) The new website looks amazing! Much easier to use and a lot more information available for users. Thank You, Jill.

• **Supervisor Gallahan:**

- 1.) Board of Supervisors will be passing the 2020 Budget on Thursday and it is a reduction from last year. It reduces the budget back to 2009 rates. For the tax rate for Ontario County.

➤ **RESOLUTION #148 - AUDIT OF CLAIMS APPROVAL**

On motion of Councilwoman Folkins, seconded by Councilman Miller, the following resolution was unanimously ADOPTED:

VOTE: AYES - 5 NAYS - 0

RESOLVED, to approve to pay the 2019 bills as follows:

- **GENERAL FUND**, in the amount of \$54,192.91 as set forth on the Abstract #011 dated 11/12/2019;
- **ZONING FUND**, in the amount of \$2,736.29 as set forth on the Abstract #011 dated 11/12/2019;
- **REFUSE & GARBAGE FUND**, in the amount of \$4,398.18 as set forth on the Abstract #011 dated 11/12/2019;
- **HIGHWAY FUND**, in the amount of \$25,958.08 as set forth on the Abstract #011 dated 11/12/2019;
- **WATER FUND**, in the amount of \$3,862.07 as set forth on the Abstract #011 dated 11/12/2019;
- **TRUST & AGENCY FUND**, in the amount of \$6,771.43 as set forth on the Abstract #011 dated 11/12/2019;

November 12, 2019

JUSTICE REPORT: The monthly reports from Justice Denosky and Justice Schaertl for the month of October 2019, were submitted and reviewed by the Board at this time.

ADJOURNMENT: There was no other business before the Board at this time. Supervisor Gallahan moved to adjourn the meeting, 7:02 p.m., seconded by Councilman Blazey, unanimously APPROVED.

Respectfully Submitted,

Jill A. Havens, Town Clerk

****Next Meeting(s):**

- *Regular meeting: December 10, 2019 - 6:00 P.M.*