

MANCHESTER TOWN BOARD - REGULAR MEETING (CONT.)

April 9, 2024

-- Town Clerk Interest	\$.21
-- Bingo Proceeds	\$	366.89
-- Transfer Coupons	\$	4,756.20
-- Zoning Fees	\$	1,523.60
-- Games of Chance License	\$	30.00
-- Bell Jar License	\$	10.00
-- Death Certified Copies	\$	320.00
-- Marriage Certified Copies	\$	50.00
-- Marriage License	\$	52.50
-- Conservation	\$	1.94
-- Dog Licensing	\$	1,864.00
-- Late Fees	\$	190.00
TOTAL COLLECTED	\$	9,165.34
PAID TO NYSDEC	\$	33.06
PAID TO NYS DEPT OF HEALTH	\$	67.50
PAID TO NYS AG & MARKETS	\$	111.00
PAID TO STATE COMPTROLLER	\$	60.00
PAID TO SUPERVISOR (TOWN)	\$	9,165.34

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

- a. Supervisor’s monthly report
- b. Town Clerk Monthly Report
- c. Copy of water bills to Village of Manchester
- d. Letter of Support to Town of Farmington
- e. Letter of Support to City of Canandaigua
- f. High volume water rate proposal
- g. Os-Cubed router quote
- h. Daily Messenger rate increase
- i. Charter Communications channel update
- j. ROW encroachment agreement Willo-Crest
- k. Casella rate increase
- l. NYCLASS investments rates
- m. TOM quarterly investment report
- n. ARPA interfund transfer
- o. Town Courts comparison
- p. Manchester Town Court request for more clerk hours
- q. Manchester Fire Department monthly report
- r. NYSEG, reminder to call before digging
- s. TOM Code Enforcement monthly report

➤ **RESOLUTION #55– RESOLUTION APPROVING THE RIGHT OF WAY ENCROACHMENT CONTRACT WITH WILL-O-CREST FARMS FOR UNDERGROUND MANURE PIPES**

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

VOTE: AYES - 5 NAYS - 0

RESOLVED, to approve the right of way contract with Will-O-Crest Farms

~ Brief Discussion – Village of Manchester water rates; The Town of Manchester has some water customers that are receiving water from the Village of Manchester. For approximately 2 years, the Town of Manchester bills the Village of Manchester at one rate and the Village of Manchester is paying that bill at a lower rate. Prior to that, the Village of Manchester was paying the correct amount. There have been meetings regarding this issue, but the Town has not been successful at negotiating with the Village. This is a loss of approximately \$2,000 a year. Supervisor Phillips spoke to the town attorney asking about possible remedies to the situation. The Town could set up the customers as out of district water users and bill the customers, but this could cause confusion if the Village continued to bill for water also. There is an option to take legal action against the Village but this would be at the tax payer expense and would take many years to make that action worthwhile. A unanimous decision was made to continue to attempt negotiations with the Village.

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- **RESOLUTION #56– RESOLUTION TO ADJUST THE WATER RATE FOR HIGH VOLUME CUSTOMERS. All WATER CUSTOMERS WOULD PAY \$2 LESS A GALLON AFTER REACHING 500,000 GALLONS**

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

VOTE: AYES - 5 NAYS - 0

RESOLVED, to adjust the water rate for high volume customers

~ Brief Discussion – New router for the office building; There have been problems with a weak signal from the router since the new heaters were put in. When the court has trials, they use the television to give instructions to the jurors and it does not always feed well. The IT company said that the router is old and should be replaced. The benefits would be an increase in the security level and a stronger signal throughout the building.

- **RESOLUTION #57– RESOLUTION TO PURCHASE TWO ROUTERS FOR THE TOWN HALL BUILDING**

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

VOTE: AYES - 5 NAYS - 0

RESOLVED, to purchase new routers for the Town Hall

~ Brief Discussion – Daily Messenger subscription; The subscription increased in price again. It is the Town’s official newspaper, but we do not have the need to cut the public notices out of the paper as we receive confirmation of publishing from the newspaper which is notarized. Supervisor Phillips asked the board if they found any reason to renew the subscription. All board members agreed that the subscription should not be renewed.

- **RESOLUTION #58– RESOLUTION TO ADD NYCLASS AS ELIGIBLE BANK TO THE TOWN OF MANCHESTER**

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

VOTE: AYES - 5 NAYS - 0

RESOLVED, to add NYCLASS as an eligible bank to the Town of Manchester

~ Brief Discussion – Court Clerk hours; 52 hours a week are currently budgeted for the Court Office with 40 hours being utilized. The judges are asking to increase the 52 hours to 64 hours as they want to hire a second person at 24 hours per week. Along with the request a was a list of duties that are expected of the Court Clerk. The Town Board reviewed the workload and staffing comparisons in six nearby towns. The staffing for the two towns that most closely match in workload are the Town of Hopewell, doing almost double the workload with 52 hours and the Town of Phelps, which has 2 part-time people at 20 hours each. The Town Board unanimously decided that the court should use the 52 hours budgeted first and it can be reevaluated after that if necessary.

~ Brief Discussion – Number of dogs; Supervisor Phillips reported that there is an individual that is over the limit of dogs. There was a meeting at the Town Hall with Code Enforcement and Dog Wardens to develop a plan on how this should be handled. It was decided that it would be proposed to the Town Board that the individual be allowed to license and keep her dogs. She will not take on any more dogs or replace any should they pass away until she is under the four dog per household limit. The Humane Society will make an annual visit to make sure it is still a safe environment. The Town Board unanimously decided this was a good plan with a possible update being more than one inspection a year.

Brief presentation: Dave Collett requested time to speak at the meeting. He wanted to thank the Town of Manchester for holding a significant place in his religion, the Church of Latter-day Saints. He also left information that he had created and given to the Town Historian previously noting the history of Joseph Smith.

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ADJOURNMENT: There was no other business before the Board at this time; Councilman Shannon moved to adjourn the meeting, 7:04 p.m., seconded by Councilman Blazey, unanimously APPROVED.

Respectfully Submitted,

Devon R Hayes, Town Clerk

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

- *Regular meeting: May 14, 2024 - 6:00 P.M.*
- *Regular meeting: June 11, 2024 - 6:00 P.M.*
- *Regular meeting: July 9, 2024 - 6:00 P.M.*
- *Regular meeting: August 13, 2024 -6:00 P.M.*
- *Regular meeting: September 10, 2024 - 6:00 P.M.*
- *Regular meeting: October 8, 2024 - 6:00 P.M.*
- *Regular meeting: November 12, 2024 -6:00 P.M.*
- *Regular meeting: December 10, 2024 - 6:00 P.M.*