

**MANCHESTER TOWN BOARD - REGULAR MEETING - 6 P.M. &  
PUBLIC HEARING RE: FIRE CONTRACTS - 6:00P.M.  
PUBLIC HEARING RE: 2022 PRELIMINARY BUDGET - 6:10P.M.  
PUBLIC HEARING RE: CANNABIS OPT. OUT - 6:15P.M.  
November 9, 2021**

The 2021 Town Board Meeting was held at the Manchester Town Hall on Tuesday, November 9<sup>th</sup>, 2021 at 6:00 P.M., with the following members present:

<b>David Phillips</b>	<b>Supervisor</b>
<b>Kevin Blazey</b>	<b>Councilman</b>
<b>Jaylene Folkins</b>	<b>Councilwoman</b>
<b>Matthew Shannon</b>	<b>Councilman</b>

**OTHERS PRESENT:** Jill Havens, Town Clerk; Jason Lannon, Highway Superintendent; William Murphy, Deputy Highway Superintendent; Kevin Lyke, Water Superintendent; Steve DeHond, Code Enforcement Officer; Janis Catalano, Bookkeeper & Jennifer Fagner, Assessor **Town of Manchester Residents:** Elaine Liberio, Scott DeCook & Matt Schaertl

**PUBLIC HEARING OPENED: Supervisor Phillips** opened the Public Hearing re: Fire Contracts for 2022, 2023 and 2024 at this time, 6:00 p.m. and read the legal notice which was posted at the Town Hall and published in the Daily Messenger as follows:

**TOWN OF MANCHESTER --- NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE**, that a Public Hearing will be held at the Manchester Town Hall, 1272 County Road 7, Clifton Springs, New York, on Tuesday, November 9<sup>th</sup>, 2021, beginning at 6:00 p.m. to consider extending the fire contracts with: Manchester Fire District, Clifton Springs Fire District, Shortsville Fire District, Port Gibson Fire District & Palmyra Fire District. It is proposed that the rates for the aforementioned districts are as follows:

<u>Department</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Manchester Fire District	\$ 56,968.00	\$ 58,358.00	\$ 59,748.00
Clifton Springs Fire District	\$ 56,225.00	\$ 57,596.00	\$ 58,967.00
Port Gibson Fire District	\$ 34,594.00	\$ 35,438.00	\$ 36,282.00
Shortsville Fire District	\$ 25,580.00	\$ 26,165.00	\$ 26,750.00
Palmyra Fire District	\$ 9,252.00	\$ 9,478.00	\$ 9,704.00

At such time and place all persons interested in the subject thereof concerning the same shall be heard. Written comments may also be directed to the Manchester Town Clerk, Manchester Town Hall, 1272 County Road 7, Clifton Springs, New York, 14432, on or before 4:30 p.m. on the 9<sup>th</sup> day of November, 2021.

Dated: October 13, 2021  
Jill A. Havens, Town Clerk  
Town of Manchester

**PUBLIC HEARING CLOSED / REGULAR MEETING RESUMED: Supervisor Phillips** asked if anyone wished to be heard re: Fire Contracts. Repeated three (3) times, hearing none, Closed the Public Hearing at this time, 6:03 p.m.

**PUBLIC HEARING OPENED: Supervisor Phillips** opened the Public Hearing re: 2022 Preliminary Budget at this time, 6:10 p.m., with the reading of the Legal Notice. 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 2022 PRELIMINARY BUDGET, SPECIAL ASSESSMENT ROLL,  
EXEMPTION REPORT AND REGULAR MONTHLY MEETING, NOVEMBER 9<sup>th</sup>, 2021, 6:10 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 1<sup>st</sup>, 2022, 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 6:10 p.m. on the 9<sup>th</sup> day of November, 2021, 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)	\$24,990.00
Councilman:	\$ 3,765.00
Councilman:	\$ 3,765.00
Councilman:	\$ 3,765.00
Councilman:	\$ 3,765.00
Town Clerk/Tax Collector:	\$53,599.00
Town Highway Superintendent:	\$38,245.00

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**PUBLIC HEARING 2022 PRELIMINARY BUDGET:** Deputy Supervisor Phillips asked if anyone wished to speak regarding the 2022 Preliminary Budget, repeated three times, hearing none, CLOSED the Public Hearing at this time, 6:12 p.m.

**PUBLIC HEARING OPENED: Supervisor Phillips** opened the Public Hearing re: Cannabis Opt. Out at this time, 6:15 p.m., with the reading of the Legal Notice. The Legal Notice was published in the Daily Messenger and posted in the Town Hall as follows:

**PLEASE TAKE NOTICE**, that a public hearing will be held by the Town Board of the Town of Manchester on the 9<sup>th</sup> day of November, 2021, at 6:15 p.m., at the Manchester Town Hall, 1272 County Road 7, Manchester, New York, regarding the adoption of a Local Law in which the Town Board of the Town of Manchester opts out of allowing cannabis retail dispensaries and on-site cannabis consumption sites from being established and operated within the town's jurisdiction and requests the Cannabis Control Board to prohibit the establishment of such cannabis retail dispensary licenses and on-site consumption licenses contained in Article 4 of the Cannabis Law, within the jurisdiction of the Town of Manchester.

Any resident of the Town of Manchester shall be entitled to be heard upon said proposed Local Law at such public hearing. Copies of said proposed Local Law are available for review at the Town of Manchester Town Hall, 1272 County Road 7, Manchester, New York.

This by Resolution of the Town Board of the Town of Manchester.  
Jill Havens, Town Clerk

**PUBLIC HEARING CLOSED / REGULAR MEETING RESUMED: Supervisor Phillips** asked if anyone wished to be heard re: Cannabis Opt Out.

Town Resident, Elaine Liberio used this opportunity to thank the Town Board on behalf of Wellspring Church in Clifton Springs and herself, for Opting Out at this time until they had more information and could make a more informed decision regarding dispensaries and on-site cannabis consumption sites.

**Supervisor Phillips** asked if anyone wished to be heard re: Cannabis Opt. Out. Repeated three (3) times, hearing none, Closed the Public Hearing and resumed the Regular Meeting at this time, 6:17 p.m.

**CALL TO ORDER:** Supervisor Phillips called the November 9<sup>th</sup>, 2021 Regular Board meeting to order at this time, 6:17 p.m.

➤ **RESOLUTION #130 - APPROVAL OF MINUTES, REGULAR MEETING OCTOBER 12<sup>th</sup>, 2021, WITH CHANGES**

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

VOTE: AYES - 4 NAYS - 0

**RESOLVED**, to approve the minutes from the Regular Meeting held on October 12<sup>th</sup>, 2021, as submitted.

➤ **RESOLUTION #131 - APPROVAL OF SUPERVISOR'S MONTHLY FINANCIAL STATEMENT**  
On motion of Councilman Blazey, seconded by Councilwoman Folkins, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

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

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- **RESOLUTION #132 - APPROVAL OF TOWN CLERK'S MONTHLY REPORT**  
**On motion of Councilman Shannon, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:**

**VOTE:                                AYES - 4                                NAYS - 0**

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

-- Dog Licenses (106 N & R; 3-PB; 1-Exempt; 0-Tag)	\$	1,270.00
-- State Surcharge Fees	\$	100.00
-- Late Fees (Dog Licenses)	\$	150.00
-- Transfer Station	\$	2,954.30
-- Zoning Fees	\$	1,743.20
-- Fax Fees	\$	0.00
-- DEC Licenses	\$	449.00
-- Certified Copy (6-M, 0-D)	\$	60.00
-- Bingo Fees	\$	44.76
-- Marriage License (2)	\$	80.00
-- Bingo License (0)	\$	0.00
-- Game of Chance License (0)	\$	0.00
<b>TOTAL COLLECTED</b>	<b>\$</b>	<b>6,839.23</b>
PAID TO NYSDEC	\$	422.76
PAID TO STATE	\$	100.00
PAID TO SUPERVISOR (TOWN)	\$	6,271.47
PAID TO NYS DEPT. OF HEALTH	\$	45.00

**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's Monthly Report
- c. Charter Communications, change in channel lineup
- d. Clifton Springs notice of public hearing re: zoning change
- e. Manchester-Shortsville Joint Sewer, letter of appreciation
- f. Charter Communications, change in channel lineup
- g. Association of Towns, notice of annual training opportunities
- h. Charter Communications, change in channel lineup
- i. Spectrum Government Affairs, new and updates November 2021
- j. Copy of Public Notice, Fire Contracts
- k. Copy of Public Notice, Preliminary Budget
- l. Copy of Public Notice, Cannabis Opt. Out
- m. Interfund Transfer
- n. Contract from Ontario County re: Town Health Officer
- o. Email from County re: Dog Control Rates
- p. Village of Manchester Fire Department report January - October 2021

- **RESOLUTION #133 – APPROVAL OF FIRE DISTRICT CONTRACT AGREEMENTS FOR A THREE-YEAR PERIOD**  
**On motion of Councilwoman Folkins, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:**

**VOTE:                                AYES – 4                                NAYS – 0**

**WHEREAS**, the "Contract Agreements" for the five (5) Fire Districts in the Town of Manchester have all been reviewed by this Board and by the parties involved; and a Public Hearing was held regarding the Contract Agreements tonight; therefore, be it

**RESOLVED**, to approve the Contract Agreements as submitted, for a three-year period as follows:

<b><u>Department</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>
Manchester Fire District	\$ 56,968.00	\$ 58,358.00	\$ 59,748.00
Clifton Springs Fire District	\$ 56,225.00	\$ 57,596.00	\$ 58,967.00
Port Gibson Fire District	\$ 34,594.00	\$ 35,438.00	\$ 36,282.00
Shortsville Fire District	\$ 25,580.00	\$ 26,165.00	\$ 26,750.00
Palmyra Fire District	\$ 9,252.00	\$ 9,478.00	\$ 9,704.00

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➤ **RESOLUTION #134 – TO APPROVE THE 2022 PRELIMINARY BUDGET, TO BECOME THE 2022 BUDGET FOR THE TOWN OF MANCHESTER**

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

VOTE: AYES - 4 NAYS - 0

**RESOLVED**, to approve the Preliminary Budget to become the 2022 Budget for the Town of Manchester.

**\*\*See pages following this meeting for the 2022 Budget\*\***

➤ **RESOLUTION #135 – APPROVAL OF RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD OF THE TOWN OF MANCHESTER OF LOCAL LAW NO. 3 OF 2021 ENTITLED “A LOCAL LAW OPTING OUT OF ADULT USE CANNABIS RETAIL DISPENSARIES AND ON-SITE CONSUMPTION SITES”**

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

VOTE: AYES – 4 NAYS – 0

**WHEREAS**, a resolution was duly adopted by the Town Board of the Town of Manchester for a public hearing to be held by said Town Board on November 9<sup>th</sup>, 2021, at 6:00 p.m. at Manchester Town Hall, 1272 County Road 7, Manchester, New York, to hear all interested parties on a proposed Local Law to opt out of allowing cannabis retail dispensaries and on-site cannabis consumption sites in the Town of Manchester that would otherwise be allowed under Article 4 of the Cannabis Law; and

**WHEREAS**, notice of said public hearing was duly advertised in the official newspaper of the Town of Manchester, on November 9<sup>th</sup>, 2021, and all other notices required by law to be given were properly served, posted or given; and

**WHEREAS**, said public hearing was duly held on November 9<sup>th</sup>, 2021, at 6:00 p.m. at the Manchester Town Hall, 1272 County Road 7, Manchester, New York, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

**WHEREAS**, the Town Board of the Town of Manchester, after due deliberation, finds it in the best interest of the Town of Manchester to adopt said Local Law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Manchester hereby adopts said Local Law No. 3 of 2021, entitled, “A local law to opt out of allowing cannabis retail dispensaries and on-site cannabis consumption sites in the Town of Manchester that would otherwise be allowed under Cannabis Law Article 4”, a copy of which is attached hereto and made a part of this resolution, and be it further

**RESOLVED**, that this local law is subject to a permissive referendum, that the Town Clerk is directed to give notice thereof to the public by publication and posting and that this local law shall not become effective until either forty-five days after its adoption or until approved by the affirmative vote of a majority of the qualified electors of the Town of Manchester voting on a proposition for its approval if within forty-five days after its adoption there be filed with the Town Clerk a petition protesting against this local law, signed and authenticated as required by New York State law by qualified electors of the Town of Manchester, registered to vote therein at the last preceding general election, in number equal to at least ten per centum of the total number of votes cast for governor at the last gubernatorial election in the Town of Manchester; and be it further

**RESOLVED**, that, should this law become effective, the Town Clerk be and she hereby is directed to enter said Local Law in the Local Law Book of the Town of Manchester, and to give due notice of the adoption of said local law to the Secretary of State of New York.

I, Jill Havens, Town Clerk of the Town of Manchester do hereby certify that the Town Board of the Town of Manchester adopted the aforementioned resolution on November 9<sup>th</sup>, 2021, by the following vote:

	Aye	Nay
David Phillips	<u>X</u>	___
Kevin Blazey	<u>X</u>	___
Jaylene Folkins	<u>X</u>	___
Matthew Shannon	<u>X</u>	___

Dated: November 10<sup>th</sup>, 2021

\_\_\_\_\_  
Jill Havens, Town Clerk

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➤ **RESOLUTION #136 – APPROVAL TO SET DATE, TIME & LOCATION FOR THE JOINT PUBLIC HEARING ON PETITION FOR ANNEXATION OF TERRITORY IN THE TOWN OF MANCHESTER TO THE VILLAGE OF SHORTSVILLE**

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

VOTE: AYES – 4 NAYS – 0

**WHEREAS**, a petition, pursuant to General Municipal Law Article 17, has been received by the Town Board of the Town of Manchester and the Village Board of the Village of Shortsville for the annexation of the entirety of Tax Parcel # 44.00-1-3.120 from the Town to the Village

**RESOLVED**, to set a Joint Public Hearing on Wednesday, December 8<sup>th</sup>, 2021, beginning at 6:00p.m. to consider such petition will be held by the Town Board of the Town of Manchester and the Village Board of the Village of Shortsville, at the Shortsville Fire Department 5 Sheldon Street, Shortsville, New York

➤ **RESOLUTION #137 – APPROVAL TO APPOINT EMMA DEPEW TO THE POSITION OF TRANSFER STATION ATTENDENT, PART-TIME**

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

VOTE: AYES - 4 NAYS - 0

**RESOLVED**, to approve the appointment of Emma Depew, 534 County Road 7, Clifton Springs, NY 14432 to the position of Transfer Station Attendant, part-time at a pay rate of \$15.00/hour.

➤ **RESOLUTION #138 - APPROVAL TO APPOINT SCOTT DECOOK TO THE TOWN BOARD MEMBER POSITION FOR THE REMAINDER OF THE 2021-2022 YEAR**

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

VOTE: AYES – 4 NAYS - 0

**WHEREAS**, the vacant position of Town Councilmember has been advertised for, and there were five (5) candidates that submitted a letter of interest / resume for that position, and interviews were held; therefore, be it

**RESOLVED**, that based upon the recommendation of the Interview Committee, the Town Board is hereby approving the appointment of Scott DeCook, 305 County Road 27, Clifton Springs, NY 14432, to fill the vacant Councilperson position for the remainder of the 2021-2022 year, pending next election results in November 2022 this appointment is effective as of 11/9/2021.

➤ **RESOLUTION #139 – APPROVAL TO ENTER INTO AN INTERMUNICIPAL AGREEMENT WITH ONTARIO COUNTY AND TO APPOINT OF MARY BEER, RN MPH AS LOCAL HEALTH OFFICER FOR THE TOWN OF MANCHESTER**

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

VOTE: AYES – 4 NAYS – 0

**WHEREAS**, in an effort to comply with the Shared Services Initiative Ontario County and the Town of Manchester have identified an opportunity to share and coordinate the services of Mary Beer, RN MPH, the Public Health Director of Ontario County, to act as the Local Health Officer for the Town of Manchester; and

**WHEREAS**, The Town of Manchester wishes to have appointed Mary Beer, RN MPH, the Ontario County Public Health Director as the Town Local Health Officer; and

**WHEREAS**, The Ontario County Public Health Director, Mary Beer, RN MPH agrees to act at the Local Health Officer for the Town of Manchester, thereby eliminating the need for the Town to appoint and pay a local health officer; and

**WHEREAS**, Part BBB of Chapter 59 of the Laws of 2017 specifically authorizes cooperating municipalities to enter into shared services agreements; and

**WHEREAS**, The Parties wish to enter into a Shared Services Agreement providing for the appropriate service; now therefore, be it,

**RESOLVED**, in consideration of the preceding, and pursuant to New York Public Health Law §320, it is mutually agreed upon between Ontario County and the Town of Manchester, Mary Beer, RN MPH shall be appointed as the Local Health Officer; and be it further

**RESOLVED**, Mary Beer, RN MPH, in furtherance of this appointment, will investigate complaints of public health nuisances arising with the Town and when necessary to resolve said nuisances, will present the facts and recommendations to the Town Board for their decision and enforcement action; and be it further

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**RESOLVED**, the payment of any costs to abate a public health nuisance shall be a Town cost; and be it further

**RESOLVED**, the duration of appointment-will begin January 1, 2022 and will end on December 31, 2025.

~ **Brief Discussion/Presentation – Toys for Tots** – collection box temporarily in the lobby until the donation box for Supervisor Gallahan is delivered, then will place box in the Assessor’s Office. The Town of Manchester Assessor is the contact person for the Toys for Tots collection bin and will be responsible for all donations and communications regarding collection.

**Department Reports:**

a. **HIGHWAY SUPERINTENDENT, Jason Lannon reported the following:**

- **Heating Fuel**
  - Not available on a State Bid
  - Able to get a price of \$2.99/gallon from NOCO
  - Councilman Blazey suggested trying to get a better price on a pre-buy basis.
- **Road Striping is complete**
- **Flooding**
  - There were 2 “mud slides” on Armington Road.
  - Thompson Road had water backed up on the south sides 4-foot culvert, there is a resident that would like another culvert installed on the other side of the road as well.
- **New Fire Panel is up & running**
- **Winter equipment is getting ready**
- **Generators for the building**
  - Got 3 bids for generators, would like to purchase from SUPERGEN Products in Newark the refurbished Champion Generator 12,000/15,000w for \$1750; if unavailable will purchase a NEW Champion Generator 12,000/15000w for a cost of \$2448.00.

➤ **RESOLUTION # 140 – APPROVAL TO PURCHASE GENERATOR FOR HIGHWAY BUILDING**

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

**VOTE:    AYES - 4    NAYS - 0**

**RESOLVED**, to approve the purchase of a new or refurbished 12,000/15,000w Champion Generator from SuperGen Products, 320 Hoffman Street, Newark, NY 14513 at a cost not to exceed \$2448.00.

b. **WATER SUPERINTENDENT, Kevin Lyke reported:**

- **Water Leak was found and repaired in Port Gibson near the Fire Hall**
- **550 New Water Meters**

c. **CODE ENFORCEMENT OFFICER, Steve DeHond, submitted report to Supervisor for September:**

- **Eleven (11) building permits in October.**
- **Collected \$1,055.00 in fees.**
- **Estimated Construction Costs \$129,045.00.**
- **Twenty-Four (24) fire inspections were done last month in the villages & the town.**
- **Planning Board is making progress on the new Solar Code.**
- **Flood Damage information was sent to Ontario County.**
- **County Road 13 Solar Farm would like an extension on the Site Plan – to discuss with the Planning Board.**
- **Steve DeHond, Jaylene Folkins and Ontario County met via Zoom with Molly from Barton & Loguidice regarding the Zoning Code update and Ontario County has some concerns.**
  - Another meeting is scheduled for further discussion regarding their concerns.

d. **ASSESSOR, Jennifer Fagner, reported the following:**

- **Lon received his results from the Civil Service exam he took in July for the Assessors Aid position. He came in 2<sup>nd</sup> with a 95.**
- **Residents have been coming in changing over from the Basic Star to Enhanced.**
- **We had a total of 14 transfers from mid-October to now.**
- **I received an email from NYS Department of Taxation and Finance regarding the Residential Trends this past October. The Town of Manchester alone increased 14% from March to now. The sales have slowed down, but it is that time of year. The ones**

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that are selling, the prices are still significantly higher than the AV.

- I registered for my next class which starts 11/29/2021. It will be online, every other day. Lon will be in the office those days until 2:30 but I will be unavailable to the public.
- I am handling the Toys for Tots for the Ontario County Assessor’s Association again this year. I did reach out to the Ontario County Sheriff’s Office as this is where I deliver the toys. The same day I spoke with the Sherrif’s Office, I received a call from Mrs. Donna Schaertl from Senator Pam Helming’s Office regarding Toys for Tots being collected by the Marine Corps. I had accepted to collect donations at the Town of Manchester for the Marine Corps. I knew we were doing the blanket drive for Assemblyman Gallahan. I thought it would be a great opportunity for us to assist in helping give children a wonderful Christmas.

**e. TOWN CLERK, Jill Havens, reported the following:**

- **DOT Findings for County Road 13 & County Road 19 Intersection.**
  - They have determined that no speed reduction is necessary at this time.
- **New Legislation passed by Governor Hochul**
  - Requires all documents being discussed in an open Government meeting to be made available to the public 24 hours before the meeting.
- **Tax Collection**
  - Need to find a place for collection to occur this year. Court Room appears to have many hearings scheduled during the daytime hours, which will make it unusable.

**f. BUDGET, Supervisor Dave Phillips, reported the following:**

The month of October continues to show healthy finances for all funds in the Town of Manchester.

- **General Fund**
  - Did not see any unusual revenues or expenditures in October 2021.
  - General Fund finances continue to be strong and steady.
- **Zoning Fund & Highway Fund**
  - Received 3<sup>rd</sup> quarter sales tax at the end of October
    - This payment showed an overall increase of 17.11% over 2019 and almost 20% over 2020 third quarter receipts
    - This increase in Sales Tax helped both funds finish strong at the end of October.
- **Refuse & Garbage Fund**
  - Refuse & Garbage Fund appears to be doing well financially. No major expenditures have been recorded in the last few months and this helps the fund to slowly grow financially as revenues are showing a positive increase as well. It is hoped that this trend continues.
- **Central Water District & County Road 13 Water District**
  - Collected water payments in the month of October.
    - As of the end of October, no water customers had signed a self-certification form claiming financial hardship due to COVID.
      - Good new for the water districts.
        - Over 70% of water customers had paid their water bills in full by October’s end.

➤ **RESOLUTION #141 – APPROVAL OF TRANSFERS**

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

**VOTE:                                      AYES - 4                                      NAYS - 0**

**RESOLVED**, to approve the following Transfers:

<b>From:</b>	<b>Amount:</b>	<b>To:</b>	<b>Reason:</b>
<b><u>GENERAL FUND</u></b>			
A1110.1	\$2,000.00	A1110.4	To cover remaining 2021 expenses for Town Court - Contractual.
<b><u>REFUSE &amp; GARBAGE FUND</u></b>			
CR8160.2	\$1,200.00	CR8160.1	To cover Personal Services for remainder of 2021.
CR8160.4	\$500.00	CR8160.1	To cover Personal Services for remainder of 2021.
CR8160.4	\$50.00	CR9030.8	To cover Personal Services for remainder of 2021.

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**BOARD MEMBER ITEMS:**

- **Councilwoman Folkins:**
  - 1.) Historian is working with Ontario County to get a historic sign along the Erie Canal.
- **Councilman Blazey:**
- **Councilman Shannon:**
  - 1.) Is the Laborer job posting on the County and Town Websites?
    - a. Jason Lannon, Highway Superintendent says yes to the county site.
    - b. Jill Havens, Town Clerk says yes to the Town site.
- **Supervisor Phillips:**
  - 1.) Repairs to the sewer I Clifton Springs are needed

➤ **RESOLUTION #130 - AUDIT OF CLAIMS APPROVAL**

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

**VOTE:    AYES - 4    NAYS - 0**

**RESOLVED, to approve to pay the 2021 bills as follows:**

- **GENERAL FUND**, in the amount of \$68,677.54 as set forth on the Abstract #011 dated 11/09/2021;
- **ZONING FUND**, in the amount of \$14,730.08 as set forth on the Abstract #011 dated 11/09/2021;
- **REFUSE & GARBAGE FUND**, in the amount of \$2,602.08 as set forth on the #011 dated 11/09/2021;
- **HIGHWAY FUND**, in the amount of \$94,790.40 as set forth on the Abstract #011 dated 11/09/2021;
- **WATER FUND**, in the amount of \$154,740.92 as set forth on the Abstract #011 dated 11/09/2021;
- **TRUST & AGENCY FUND**, in the amount of \$11,606.41 as set forth on the Abstract #011 dated 11/09/2021.

**ADJOURNMENT:** There was no other business before the Board at this time; Councilman Blazey moved to adjourn the meeting, 7:05 p.m., seconded by Councilman Shannon, unanimously APPROVED.

*Respectfully Submitted,*

*Jill A. Havens, Town Clerk*

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

➤ **Regular meeting:**    **December 14, 2021 – 6:00 P.M.**