



**TOWN OF BRISTOL  
REGULAR MEETING**  
May 9, 2022 6:30 PM

PRESENT: Supervisor Robert A. Green, Jr., Council Members; Frederick Stresing, Christopher Hart, Lauren Bolonda, David Parsons, Town Clerk Karen Maczynski, Attorney Russ Kenyon, Zoning Sec. Mrs. Sandra Riker, Highway Superintendent Ron Wilson.

Also present in the Town Hall: Mr. Jeffrey Langer

Also in attendance via Zoom: Attorney David Hou, Bristol Code Officer Chris Jensen, Bristol Fire Dept Chief Chris Drake, Mr. AJ Magnan,

6:30 PM: Executive Session -Town Council to address: (NY Public Officers Law Art 7sub D) discussion regarding proposed, pending or current litigation. Motion to enter executive session by Council Member Hart at 6:31 PM and seconded by Council Member Bolonda and carried. Motion to exit executive session by Council Member Bolonda at 6:54 PM and seconded by Council Member Parsons and carried.

**7:00 PM Regular Meeting of the Town Board** held via Zoom hybrid process, a format in accord with Executive Orders from the Governor's office of NYS. Meeting called to Order at 7:00 PM, by Supervisor Green Jr., followed by Pledge of Allegiance to the US Flag and a statement: *Effective Thursday, February 10, 2022, (per Governor Hochul's directive) employees and members of the public may enter Town facilities without wearing masks. The Town urges both employees and the public to assess their own risk and strongly encourage those with an increased risk of contracting COVID-19 to continue to wear a mask at their own discretion.*

**Privilege of the Floor:** Supervisor Green, Jr. opened the floor at 7:01 PM. Mr. Jeffrey Langer address the board for approximately 3 minutes. Mr. Langer asked board members to discuss any crimes they had perpetrated. Board members were not forthcoming with responses. Mr. Langer enumerated crimes he stated he believed Supervisor Green had perpetrated. Mr. Langer stated he was investigating the details of those crimes and would follow-up with the appropriate law enforcement agency(s). Hearing no further requests to speak, Supervisor closed the privilege of the floor at 7:05 PM.

- I. A motion was made by Council Member Bolonda to accept the April 2022, board minutes, seconded by Council Member Hart and motion carried.
- II. Audit of the bills, Monthly Report of Supervisor:

**Abstract 4**

<b>A General Fund:</b>	<b>\$ 33,136.10</b>
<b>DA Highway Fund:</b>	<b>\$ 48,431.66</b>

**Motion to pay the bills and accept the Supervisor's Monthly Report by Council Member Parsons and seconded by Council Member Stresing and carried.**

**IV. OLD Business**

**Bristol Volunteer Fire Dept.**

Supervisor Green invited Chief Drake to update the board regarding old business radio purchase using ARPA Funds. Chief Drake presented his request for 12 portable radio's and 4 mobile radios.

**RESOLUTION 05.09.2022**

**AUTHORIZATION to Purchase Radios for Bristol Volunteer Fire Dept.  
Using ARPA FUNDS**

At a regular meeting of the Town Board of the Town of Bristol, held at the town hall in said town, County of Ontario and State of New York on May 9, 2022, and a quorum of the Board being

present, the following resolution was offered by Council Member Hart and seconded by Council Member Parsons;

**WHEREAS**, the Bristol Volunteer Fire Department requires replacement of outdated communication radios for use in maintaining communications with Fire Department personnel, and first responders during and while responding to active emergency calls to ensure public safety,

**WHEREAS**, after review and examination of aging radio equipment by the Bristol Fire Chief Christopher Drake and staff, the recommendation to the Town Board by the Bristol Volunteer Fire Department is the purchase of 12 portable radios and 4 mobile(vehicle) radios,

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Bristol authorizes the purchase 12 Kenwood VP6430 Portable Radios and 4 Kenwood VM5930 Mobile Radios and associated software, programming, and cables, and not to exceed \$40,522.16, using ARPA funds awarded to the Town of Bristol.

The question of the adoption of the resolution was duly put to a roll call vote which resulted as follows:

Supervisor Green, Jr.	Yes
Council Member Bolonda	abstain
Council Member Stresing	Yes
Council Member Hart	Yes
Council Member Parsons	Yes

The Resolution was thereupon deemed duly adopted on May 9, 2022.

### III. Monthly Reports

**A. Highway:** Superintendent Ron Wilson, his report for May 2022 as follows:

- 1) THE NEW Cat 140 Grader is on Order.
- 2) Update on the new 10-wheel dump truck the truck chassis delivery date has been pushed back from January 2023 to June. It will be a 2024 model.
- 3) Truck five is up to regional having the rear brakes repaired.
- 4) Chips money amount we are getting this year. We were told we will have an increase in funding. Its about a \$50 decrease in total. I guess it could be worse.
- 5) 284 agreement is as complete as it can be for now, we will have to adjust as needed as to cost increases.
- 6) We are ditching Footer Rd getting ready for wedging.
- 7) We are also grading the dirt roads and cutting shoulders as we go to get the water in the ditch better.
- 8) The ARPA money; I would like to request we spend some of the money on a couple culverts. The Precision Group is a company that puts an inner fiberglass liner in the culverts and saves digging up the culverts. I am in the process of getting formal quotes. The first one is at Gregg RD and Elm Tree Rd 42in x 150 ft long; \$65-70,000. The second culvert is at the top of Whitetail Rd 24 in x approximately 200 ft at around \$32,000. This company is on State contract, so we don't need to bid it. There are two companies that do this that I'm getting quotes from, but the one company wasn't sure if they can do 42 in.
- 9) Also, with the ARPA money we are receiving I would like to request the purchase of a sheep's foot trench roller for culvert replacement. We have rented it several times in the past at \$800 each time. Due to the cost of rental, we have not rented it as much as we could or should have. Richmond highway has wanted to get one also that would be a piece of equipment we could share 50/50. Both towns have paid for it in rental fees many times over.

10) Due to the busy schedule if project this year I would request that I can bring on a part time person to mow roadsides this year.

*-Respectfully submitted Ronald Wilson*

Board discussion corning joint agreement with Town of Richmond and trencher roller equipment. Also, discussion concerning hiring for a road side mower position. Board discussion concerning the Elm Tree Rd culvert repair.

**Planning Board & Zoning Board of Appeals and Code Office;** Mrs. Sandra Riker.

**Planning, ZBA and Code Office Report**

May 2022

**Planning Board Meeting** reviewed minor subdivision for 4963 Morrow Hill Road and made conditional approval based on the provision of a revised map showing the topography of the whole parcel.

**Zoning Board of Appeals-** Variance request for a reduction in the front setback to provide to build a single-family home at 4565 Kear Road. This was approved and the family can get a building permit for their home.

**General Code-**371 Hits for April. Top 1 design criteria and #2 flag lot.

**Code Office-** CEO Report: New permits – 8

Inspections -7

Completions -2

Code Office- on going permits and questions regarding new purchase of land in the town.

**Webpage-** iC9 Design the work is now in the Town's hands to finish the updates to the page.

**Ordinance Committee** — met on April 28<sup>th</sup> in attendance were Justin Steinbach, Patti Giordano, Marty Snyder,

John Krebbeks, Chris Jensen, and myself. Short term rentals, ADU (Accessory Dwelling Units) for Seniors, Continuation of RV Regulations (outside of a mobile home park) as well the need for an actual Law regarding BESS Systems (battery energy storage systems) or including it as an amendment to the Solar Energy Regulations. Other topics in discussion for future meetings.

- Possible change of the length time needed prior to an application being reviewed by the Boards.
- Light Ordinance
- Flag lots
- Update of ordinance regarding alternative energy sources such as wind generator.
- Special Events permitting for distilleries, barns, etc.

They will meet again on May 24<sup>th</sup> to continue their work.

Respectfully submitted,

*Sandra Riker*

Planning Board, ZBA Secretary &

Code Office Assistant

Board discussion concerning future topics for the ordinance committee.

**B. Park Commissioner's Report;**

Grant is still in effect until 12/21/2022. No monthly report.

**C. Town Clerk Report.** Town Clerk Karen Maczynski presented her report. Total disbursements were \$2,171.70 for April 2022. Retirement Resolution put forward by Council Member Bolonda and seconded by Council Member Hart and carried.

Received Date

**Standard Work Day and Reporting Resolution for Elected and Appointed Officials**

Please type or print clearly in blue or black ink

Employer Location Code  
 3 0 1 7 0

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

**RS 2417-A**  
 (Rev. 11/19)

BE IT RESOLVED, that the TOWN OF BRISTOL, hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Karen Maczynski			Town Clerk	01/01/2022-12/31/2025	8	22.50	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
Kelly Ducar			Assessor	10/01/2019-09/30/2025	6	12.45	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Karen Maczynski, secretary/clerk of the governing board of the Town of Bristol, of the State of New York, (Name of Secretary or Clerk) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 09 day of May, 2022 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Bristol on this 09 day of May, 2022

*Karen Maczynski*  
 (Signature of Secretary or Clerk)

Affidavit of Posting: I, Karen Maczynski, being duly sworn, deposes and says that the posting of the Resolution began on 05/09/2022 and continued for at least 30 days. That the Resolution was available to the public on the: (Date)

- Employer's website at: www.TownofBristol.org
- Official sign board at: 6740 County Rd 32, Canandaigua, NY 14424
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

Page 1 of 1 (for additional rows, attach a RS 2417-B form.)



**Motion by Council Member Bolonda to accept as a block the all-monthly reports, seconded by Council Member Hart and motion carried.**

**IV. New Business**

- A. ARPA funding for use on Elm tree culvert, discussed under highway report.
- B. Resolution for Revaluation 2023.

TOWN BOARD RESOLUTION May 09, 2022

**Real Property Assessment Revaluation Project 2023**

**WHEREAS**, the Town of Bristol has undergone the data collection of real properties within the Town; the Town has determined it is necessary to conduct a revaluation project of all properties for the 2023 assessment roll to maintain a uniform standard of assessment for the Town; and

**WHEREAS**, the Ontario County Real Property Tax Office will provide assistance to the Town with the project, and the State of New York may also provide financial assistance to the Town for the implementation of a system of real property tax administration which conforms to the standards established pursuant to Subdivision 1 of #1570 of the Real Property Tax Law; and

**WHEREAS**, to complete the revaluation the assessor is authorized to secure the assistance of Sylvia Staples, who recently retired from the county's real property tax office and consults with town assessors as needed at an hourly rate, and has offered to assist the town assessor with the town's project, at an estimated cost not to exceed \$4,000, which has been provided for in the 2022 town budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Bristol, New York that the Town of Bristol hereby requests assistance, specifically from the Real Property Tax Office of Ontario County to help do a revaluation project to achieve and maintain a uniform standard of assessment in accordance with Section 305 of the Real Property Tax Law; and

**BE IT FURTHER RESOLVED THAT**, the Supervisor is authorized and directed to expend the necessary funds for the preparation of a revaluation plan and the establishment and maintenance of the Real Property Improvement Program, including payment to Sylvia Staples for consulting services as needed, not to exceed \$4000.00, and to make application to the Office of Real Property Tax Services for financial assistance pursuant to section 1573 of the New York State Real Property Tax Law.

I, Karen Maczynski, Town Clerk of the Town of Bristol, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Bristol on May 9, 2022, by the following vote:

	Aye	Nay
Robert Green, Jr. Supervisor	x	
David Parsons, Council Member	x	
Fredrick Stresing, Council Member	x	
Christopher Hart, Council Member	x	
Lauren Bolonda, Council Member	x	

The Resolution was thereupon deemed duly adopted on May 9, 2022.

**C. Town Hall Ramp Replacement Project using JCAP Grant.**

Supervisor Green reviewed the ramp replacement options and pricing. Board discussion concerning length and cost of the ramp. Supervisor Green to follow-up with contractors. To be reviewed at next board meeting.

**V. Round Table**

Supervisor Green authorized to sign encroachment agreement for 3758 Oakmount Road by motion offered by Council Member Stresing, seconded by Council Member Bolonda and carried.

Board discussion concerning purchasing property at 4470 State Route 64. Motion by Supervisor Green to approve performing an appraisal of the property for *not to exceed amount of* \$750.00, seconded by Council Member Parsons and carried.

**VI. Motion to Adjourn** by Council Member Bolonda and seconded by Council Member Hart and carried 8:38 PM.

Respectfully submitted,

Karen Maczynski  
Town Clerk