

**TOWN OF SOUTH BRISTOL
JANUARY 12, 2026**

**Organizational Meeting 6:00 P.M.
Regular Meeting immediately following Organizational Meeting**

[Zoom Link](#)

Call to Order

Pledge of Allegiance

Led by Senior Vice Commander of the South Bristol VFW, Al Voss.

Roll Call

Ad Hoc Committee Appointments

- Finance (Lisa Moore Liaise)
- Community Engagement (Jamie Hall Liaise)
- Parks, Recreation & Beautification (Chris Abraham Liaise)

Organizational Meetings Resolution #1-2026 thru 25-2026

Establishment of Regular Meeting Date

We meet on the second Monday of each month at 6:00 P.M. at the South Bristol Town Hall, except Columbus Day (October 12), when we meet on Tuesday.

Multi Year Appointments

- David Bowen, Planning Board Chair, renewal, 7 year term (\$500/year)
- Barbara Howard, Zoning Board of Appeals Chair, renewal, 5 year term (\$450/year)
- Assessor: Open Position, 5 year term to fulfill Assessor's Term (Acting Assessor, Tracey Otto Howe)

Audits

- Chief Fiscal Officer External Audit (TBD)
- Justice Internal Audit (LGSS)

Official Newspaper: *Daily Messenger*

Depositories: Canandaigua National Bank, NY Class

Mileage Rate: IRS Rate 72.5 cents

Wages: General Fund (Informational)

Name	Annual Salary	Bi Weekly
Town Board	\$3,500.00	\$134.62
Supervisor	\$22,000.00	\$846.15
Town Justice	\$13,750.00	\$528.85

Town Clerk	\$58,250.00	\$2,240.38
Assessor (open)	Up to \$55,125.00	\$2,120.19
Highway and Transfer Station Supt	\$90,411.00	\$3,459.62
	Per Hour	
Rene Hick/Martha Meister	\$21.50	
Scott Martin	\$36.40	
Alan Pearce	\$32.50	
Assessor Clerk	\$21.84	
Justice Clerk	\$20.00	
Planning Admin	\$28.40	
Honeoye Lake Watershed Task Force Representative	(mileage reimbursement and \$25 per meeting attended	

Wages-Highway Fund (Informational)

	Per Hour	
Jamie Bashford	30.50	
Paul Brahm	26.92	
Bill Caves	30.50	
Mark Caves	32.05	
Kody Schenk	30.50	
J.P. Bradley	25.92	
Sam Germano	\$21.00	
Mike Vest	\$20.00	
Paula Plyter	\$19.40	

Schedule of Paid Holidays (Informational)

- New Year's Day (January 1)
- Memorial Day (May 25)
- Juneteenth (June 19) as a floating holiday
- Independence Day (July 4)
- Labor Day (September 7)
- Columbus Day (October 12) as a floating holiday
- Veteran's Day (November 11)
- Thanksgiving Day (November 26)
- Christmas Day (December 25)

The Transfer Station will be closed Sunday, April 5 (Easter). Three floating holidays may be scheduled on the approval of the Department Head.

Annual Appointments

- Lisa Moore, Supervisor, Budget Officer & Chief Fiscal Officer
- Stephen Cowley, Deputy Supervisor, Highway and Code Liaise

- Chris Abraham, Councilmember, Buildings and Grounds
- Meghan Fuller, Councilmember, Information Technology (IT)
- Jamie Hall, Councilmember, Human Resources
- Beth Thomas, Town Historian
- Jeffrey Graff, Esquire, Municipal Law Attorney
- The Adams Leclair Law Firm, Litigation Attorney
- Kate Ott, County Health Director, Health Officer
- Local Government Support Services (LGSS), Bookkeeper
- Lisa Moore, Canandaigua Lake Watershed Council
- TBD, Honeoye Lake Watershed Task Force

Confirmation of Officials (Informational)

- Judy Voss, Town Clerk, Registrar of Vital Statistics, Foil Officer, Payroll Clerk
- Rene Hick/Martha Meister, Deputy Town Clerk, corresponds with Town Clerk's term
- James Wight, Highway and Transfer Station Superintendent
- Scott Martin, Code Enforcement Officer
- Alan Pearce, Deputy Code Enforcement Officer
- Diane Graham, Planning and Zoning Assistant
- Tracey Otto Howe, Justice

Public Comment on Organizational Matters (Time Limit: 3 Minutes): Please stand if able and state name and address

Adjournment Organizational Meeting

Regular Meeting

Approval of the Minutes

Privilege of the Floor (Time Limit: 3 Minutes): Please stand if able and state name and address

Canandaigua Lake Watershed Council Presentation (Kevin Olvaney, Director)

Reports

- Code Enforcement Report
- Highway Superintendent/Transfer Station Report
- Supervisor: Financial Report

Approval of Abstract of Vouchers

Unfinished Business

New Business

- Playground Update
- Motion for Attorney to Write Local Law for Code Change of Period for Building Permit, with optional 6 month extension
- Resolution to Schedule Public Hearing concerning the adoption of Tax Cap Overrides

Board Member Concerns

Announcements: Next Meeting, Monday, February 14, 2026, 6:00 P.M.

Adjournment Regular Meeting