

SOUTH BRISTOL TOWN BOARD MEETING

January 12, 2026

REGULAR MEETING

The Regular meeting of the South Bristol Town Board was called to order January 12, 2026 at 6:32pm.

PRESENT

Lisa Moore, Supervisor
Stephen Cowley, Councilman
Chris Abraham, Councilman
Meg Fuller, Councilwoman
Jamie Hall, Councilwoman

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Jim Wight, Al Voss, Chris Bennem, Liz Caprini, Tracey Howe, Beth Thomas, Kevin Olvaney, Ellen Amyerich, John Holtz, Paul Miller, Kristie Braun, Lenore Friend, Cathy Colby, Scott Trumbower, Alex Logan, Deb Denome, Mark McCloskey, Jeremy Fields, Cathy Fields, Beth Fitch, Dionne Abraham, Al Carvill, Kelli Becka, Marcia Smith, Karin Thack, John Bolton, Ian Bolton, Bruce Didsbury, Linda Didsbury, Ellen Aymerich
Online: Ann Jacobs, Diane McCloskey, Diane Graham, Casey Wood, Jon Heiderich, Robyn Skitt, Berna T, David Bowen, Lew White, Clark Kreuter, Chuck Ryan

APPROVAL OF MINUTES

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller, the minutes of December 8, 2025 Town Board Meeting were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

PRIVILEGE OF THE FLOOR

Tom Hawks of Stemple Hill Road, said that he loved to see so many people here and feel this is going to be a new trend that we are going to have. The Organizational Meeting, I sat through several of those myself and that was the liveliest one I've sat through. Thank you.

Supr. Lisa Moore said is delighted today with a special guest who has come out to speak to us about the Canandaigua Lake Watershed Council and the state of Canandaigua Lake. Kevin Olvaney, Director of the Watershed. .

Kevin Olvaney, thanked for the invite and there are two former watershed members here, Steve Cowley and Tom Hawks. It's really important to recognize Supervisor Dan Marshall in his years of service. I was hired in 1998, and Dan came on in 2000 and has been on the Watershed Council for that length of time.

The Watershed Council is made up of 14 municipalities around Canandaigua Lake. We work through Inter-Municipal Agreement amongst the 14 municipalities. The Highway Superintendents play a critical role in a lot of the work we do, trying not to contract things out.

Mr.Olvaney presented an update on the state of the Canandaigua Lake Watershed and highlighted the importance of the lake as a common resource, providing water supply, recreation, and economic value to the surrounding communities. He discussed the challenges posed by

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harmful algal blooms, extreme storm events, and the need to adapt infrastructure to new storm patterns. Kevin also presented various projects and partnerships aimed at protecting the watershed, including grant-funded road ditch stabilization and community outreach efforts.

Water Management and Partnership Initiatives including the construction of wetlands and basins to reduce sediment and phosphorus loss and discussed a public-private partnership initiative to fund \$35 million in projects over five years. Kevin explained that the municipalities contribute \$185,000 annually to the Watershed Council, which is distributed based on a formula considering water supply, assessed value, and municipality size. Kevin also addressed the impact of quagga mussels on lake water quality, noting their role in filtering out beneficial algae and potentially contributing to harmful algal blooms.

Councilwoman Meg Fuller said that this fall, the Council approved an increase in funding to demonstrate that public/private partnership. Can you explain how the towns contribute to the Council?

Mr. Olvaney answered, we have a fair-share formula which Dan Marshall was part of in 1999. We devised a formula that squared out the costs of our base program, so the Watershed Council budget this year is a little over \$1 million. The municipalities are putting in \$185,000.00. Collectively across those 14 municipalities, \$185,000.00 gets divided out via water supply, assessed value, size of municipality in the overall watershed, things along those lines that we use to devise a formula to spread out those costs. These funds can be used as a match for state grants, we are managing about 20 state grants right now.

Supr. Lisa Moore: Thank you, Kevin, as you know protecting the lake is one of our top priorities here, we're grateful for the work you do. We are lucky to have a coalition of 14 municipalities all working together and we are the envy of all other lakes. We look forward to working with you and your team.

REPORTS:

CODE ENFORCEMENT REPORT

Councilman Stephen Cowley read the CEO Report for December 2025.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller the CEO Report for December 2025 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

HIGHWAY SUPERINTENDENT/TRANSFER STATION REPORT

Councilman Stephen Cowley read the Highway Report:

Here is the Highway report for this month.

- 750 tons of road salt ordered and received.
- Plenty of snow removal happening. 28 response days so far
- All of the old playground equipment removed
- Old mulch surface also removed from the playground area.
- New highway radio installed in our new dump truck.
- Lots of tree cleanups going on from the high winds.
- Busy in the shop cleaning, repairing and painting equipment for the upcoming road work season.

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On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller the Highway Report for December 2025 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

TOWN CLERK'S REPORT

Councilman Stephen Cowley read the December Town Clerk's Report, \$3,912.06 went to the Supervisor to the General Fund.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller to approve the Town Clerk's Report was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

SUPERVISOR'S FINANCIAL REPORT

Supr. Lisa Moore read the Supervisor's Financial Report: *I have met with LGSS twice and can present the Executive Summary for December 2025. This is a cash summary; bank accounts have been reconciled as of 12/31/25. As of 12/31/25 the Town has \$3,475,648 in the bank. Total revenue receipts for the month were: \$68,781.34*

- *Town Clerk Fees (November): \$2,995.04*
- *Casella: \$80.40*
- *Justice (November) \$400*
- *Ontario County mortgage tax: \$43,881.32*
- *Interest: \$9,223.80*

Our expenditures through December are currently approximately 97% but are expected to equal 99.9% of the annual budget, when all the expenditures are in.

*Our General Fund year to date expenses are \$1,956.66 compared to the annual **revised budget of \$2,015,887** (97.07%)*

*Our Highway Fund year to date expenses are \$2,067,946.80793 compared to **the revised annual budget of \$2,191,571** (\$94.36).*

The books are not yet closed and do not account for additional 2025 vouchers, outstanding checks, and the expected the Ontario County Sales Tax, which is estimated to be between \$400,000 and \$600,000 and which will be added into our unexpended fund balance. When they are closed, I can give a clearer picture of our 2025 budget. In the meantime, LGSS has inquiries on how to appropriately account for the approved playground expenses (should this be placed in a capital fund specifically for the playground). There are also inquiries into several areas where we are overbudget.

In our General fund we are overbudget in zoning/contractual expense by approximately \$4000.00 and the state retirement system by approximately \$10,000,

In our Highway fund we are overbudget in machinery, equipment & cap outlay by approximately \$13,000 and in Services by almost \$18,000.

LGSS wants more information to make sure we are accounting for those expenses accurately. Despite these overages (and a few others), we are on budget as expenses in some areas were less than budgeted. The closed books will be converted from a cash ledger to an accrual ledger in compliance with state comptroller requirements and their annual report is due by the end of February.

General Fund

Debt Reserve for Highway Barn is currently 1,092,314.36

Cash in NYCLASS earmarked for the Highway is 211,348,000

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*Other NYCLASS Cash is \$588,881.81; Savings is 401,694.38
Unexpended Fund Balance \$718,944 (minimum required 25% of budget; LGSS
recommends 50- 60% of budget) – to come Ontario County Sales Tax (fourth quarter)
Special Cash Reserve: \$2,020.00)
Highway: Unexpended Fund Balance: \$497,186.18.*

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham to approve the Supervisor's Financial Report was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

APPROVAL OF VOUCHERS

Supr. Lisa Moore went through and identified some of our big-ticket items on the Abstract of Bills, salt \$40,000.00, 600-ton were ordered; \$45,000.00 for insurance, which are the two biggest items. In total the \$161,475.05 of vouchers we need to approve to pay our bills and will entertain a motion.

On a motion made by Councilwoman Meg Fuller and seconded by Councilwoman Jamie Hall, the Abstract of Vouchers was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Clerk Judy Voss mentioned that there was a bill that came in late for Code Enforcement training with Yates Ontario Building Association that Deputy CEO Alan Pearce requested costing \$425.00 and would like to add that to the abstract.

On a motion made by Councilwoman Jamie Hall to add the voucher of \$425.00 to the Abstract and seconded by Councilwoman Meg Fuller was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

UNFINISHED BUSINESS

Supr. Lisa Moore asked if there was any unfinished business?

NEW BUSINESS

Supr. Lisa Moore: *At this time we will hear from Chris Abraham on an update of the Playground renovation.*

Councilman Chris Abraham thanked Supt. Jim Wight for removing the old equipment and getting the playground site ready. Finger Lakes Recreation is expected to come in around April for the playground installation. As per contract, the equipment will be installed to NYS Municipal Standards with a 12-inch layer of playground classification mulch. Everything is moving forward and is in order.

CEO CODE CHANGE REQUEST

Supr. Lisa Moore: *Our Code Enforcement Officers have asked for a Motion for our Attorney to write Local Law Code Change to extend the Period for Building Permit to 12 months (it's currently 6 months) and include waiving the fee for an optional 6 month extension which must be applied for during period when the permit is still active.
We will need a motion on the floor to discuss this request.*

Councilman Stephen Cowley asked, that's 6-months to one-year extension with no fee involved, correct?

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Supr. Lisa Moore, said correct, as long as it is applied for during the permit is still active. It was an error when the Code was last revised.

Councilman Stephen Cowley said he did speak with both Code Enforcement Officers about this and it makes sense to do it this way.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller, the motion was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

SCHEDULE PUBLIC HEARING

Supr. Lisa Moore: *We also have a request from our lawyer for a Resolution to Schedule a Public Hearing for our next meeting, February 9th, concerning the adoption of Tax Cap Overrides. The Public Hearing would be held at 6:00pm prior to the Regular Meeting. Do I have a motion to hold the Public Hearing on the Tax Cap Overrides?*

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham to schedule a Public Hearing on February 9th was ACCEPTED. Voting AYE: 4. Voting NAY: 1. Voting AYE: Moore, Cowley, Abraham and Hall. Voting NAY: Fuller.

RESOLUTION NO. 26-2026

INTRODUCING LOCAL LAW AND CALLING A PUBLIC HEARING

WHEREAS, the Town Board of the Town of South Bristol, after due deliberation, finds it in the best interests of the Town to schedule a public hearing to solicit public comment upon a proposed Local Law to override the tax levy limit established in General Municipal Law §3-c; and

WHEREAS, the Town Board of the Town of South Bristol has reviewed the draft of the aforementioned proposed Local Law attached hereto as Exhibit "1" and deems it in the best interests of the Town of South Bristol to proceed in accordance with the Code of the Town of South Bristol and the Laws of the State of New York in adopting said Local Law,

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk be, and she hereby is, directed to schedule a public hearing to be held on February 9, 2026, at 7:00 p.m. at the South Bristol Town Hall, 6500 Gannett Hill Road - West, South Bristol, New York; and be it further

RESOLVED, that the Town Clerk, be and hereby is, authorized to forward to the official newspapers of the Town a Notice of Public Hearing in the form substantially the same as that attached hereto as Exhibit "2"; and be it further

RESOLVED, that the Town Clerk be, and she hereby is, directed to post a copy of the proposed Local Law on the Town of South Bristol sign board and take any and all other necessary actions to properly bring the aforementioned Local Law before the Town Board of the Town of South Bristol for its consideration; and be it further

RESOLVED, that the Town Clerk be, and hereby is, authorized to provide all other notices as required by law for the adoption of this local law.

I, Judy Voss, Town Clerk of the Town of South Bristol do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of South Bristol on January 12, 2026, by the following vote:

	Aye	Nay
Lisa Moore	<u> x </u>	<u> </u>
Stephen Cowley	<u> x </u>	<u> </u>
Meghan Fuller	<u> </u>	<u> x </u>
Chris Abraham	<u> x </u>	<u> </u>

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Jamie Hall

Dated: January 12, 2026

x _____

Judy Voss, Town Clerk

SEAL

BOARD MEMBER CONCERNS

Supr. Lisa Moore said that there are 4 candidates interested in the Assessor position. Two have sent in resumes and are scheduled for interviews this week. We will follow up with references.

TOWN WEBSITE

Supr. Lisa Moore asked Councilwoman Meg Fuller would like to update the Board regarding the conversion from .org to .gov for our Town Website?

Councilwoman Meg Fuller mentioned that they have been in discussion to switch the domain for the website from .org to .gov. This is a recommendation of both our insurance provider and also our IT firm. It's going to be a fairly simple process, we just redirect traffic.

Announcements:

We are happy to announce we have three locations approved to be on the Virtual Museum Tour of the Finger Lakes Connection: Bristol Mountain, Gannett Hill Park, and the Grange. Gannett Hill Park was featured on the Ontario County NY.gov website.

Senator Pam Helming has announce an additional \$15 million is available to help eligible New Yorkers facing a home heating emergency. Households that have already received emergency assistance from the **Home Energy Assistance Program (HEAP)** this winter can apply for a second round of benefits if they are in danger of running out of fuel or having their service disconnected. The deadline to apply for both the regular and emergency HEAP benefits has been extended to April 30.

The Federal Law has changed for the Post Office, they are no longer required to stamp the envelope the day that it is delivered to the Post Office. If you are paying your taxes, and you want a post mark, be sure to give yourself a few days or more.

Next Meeting, Monday, February 9, 2026, 6:00 P.M.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall to adjourn the meeting was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

ADJOURN: 7:20pm

Respectfully submitted:

Judy Voss
South Bristol Town Clerk