

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

2026 ORGANIZATIONAL MEETING

The 2026 Organizational meeting of the South Bristol Town Board was called to order January 12, 2026 at 6:00pm at the South Bristol Town Hall, 6500 W Gannett Hill Road, Naples, NY 14512.

PRESENT

Lisa Moore, Supervisor
Stephen Cowley, Councilman
Chris Abraham, Councilman
Meghan 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

2026 ORGANIZATIONAL MEETING

Supr. Moore opened the 2026 Organizational Meeting:

“As the first formal meeting of the year, the purpose of the organizational meeting is to establish the structure and priorities of South Bristol’s Town Board. Leadership roles will be specified and key operating ground rules are established at this meeting.”

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Senior Vice Commander of the James R. Moore VWF, Albert Voss.

ROLL CALL

2026 ORGANIZATIONAL MEETING

Supr. Moore continued: *Let me begin with some history and context on citizen-led advisory ad hoc committees.*

The last ad hoc committee for South Bristol was established in 2017 to review and update South Bristol’s Comprehensive Plan – a plan that was then again updated in 2023. As a period of transition on the board, this is an opportune time to follow up on key initiatives enacted by outgoing board members (such as the playground, an independent financial audit, and so forth).

In this organizational meeting, I am asking to establish three citizen-led advisory ad hoc committees of five to seven members each, chairs to be elected by their committees, who commit to meeting for two to three hours a month:

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

Finance Committee

One of the final measures passed by the Town Board last year, at the direction of the supervisor, was to recommend and fund a financial audit. Accordingly, the finance committee will convene to research and make recommendations on the following:

- *Find / endorse a qualified firm to implement the town audit*
- *Analyze the results of the audit, providing professional, community-based context and transparency, and recommendations based on the findings*
- *Explore opportunities to leverage statewide grants for investment in South Bristol • And at the recommendation of the State Comptroller, review our banking systems.*

Appointments:

Lisa Moore, Board Liaison

Committee members: Alyssa Benjamin-Trejo, Bruce Capron, Al Carvill, Dan Crowley, David Gates

Parks, Recreation, & Beautification Committee

Maintaining and protecting South Bristol's natural beauty and rural character has been recognized as a key component of the quality of life here since the Comprehensive Plan's inception. This committee will be asked to identify and evaluate the current public lands owned by South Bristol and to insure these areas are safe and properly maintained. Goals include:

- *Identify and evaluate current South Bristol public lands as well as potential lands to be made public*
- *Assess potential for improvement and/or historic significance*
- *Assess potential costs, and develop budgets associated with development & maintenance • Identify funding sources for these budget items*
- *Present findings and recommendations to the South Bristol Town Board.*

Appointments:

Chris Abraham, Board Liaison

Committee members: Beth Fitch, Beth Thomas, Berna Ticonchuk, others TBD

Community Engagement Committee

After an extended period of stable governance, South Bristol now has a new supervisor and two new board members. Throughout 2025, residents made clear their desire for more opportunities to help shape the future of their town, whomever the new board members might be. This committee will leverage the heightened interest in civic discourse in the following ways:

- *Conducting a review of the Town Comprehensive Plan and determine whether / when to implement an update and recommend line items for implementation by the town • Finding ways to solicit ideas / input from the broader community through suggestion boxes, surveys, and other mechanisms*
- *Exploring / implementing opportunities for town education & discussion in areas of topical interest such as: digital equity and broadband access, economic assistance for the aging, and more*
- *Making recommendations for South Bristol participation in the 250th celebration of our country's founding.*

Appointments: Jamie Hall, Board Liaison

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

Committee members: Chris Bennem, Deborah Denome, Lenore Friend, Tom Hawks, John Holtz, others TBD

These committees respond to the desire expressed by South Bristol residents in many, many, many conversations for more involvement in the town, and we are fortunate in South Bristol to have access to a surfeit of highly talented individuals who have often retired recently and are willing to volunteer their time and expertise to civic activity.

I would like to point out that the committees suggested here correspond to similar committees in our neighboring areas, including the Town of Canandaigua, the City of Canandaigua, and the City of Geneva, such as a Community Advisory Committee, which is like our engagement committee, Parks & Recreation Committees, Open Space Preservation Committees, Environmental Conservation Committees, and Finance Committees.

Do I have a motion to establish three citizen-led advisory ad hoc committees of five to seven members, chairs to be elected by their committees, for Finance; Parks, Recreation, and Beautification; and Community Engagement? Meetings to be open for public comment with schedules established by these committees.

On a motion made by Councilman Chris Abraham and seconded by Councilwoman Jamie Hall, to establish three (3) citizen led advisory ad hoc committees as described was ACCEPTED. Voting Aye: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Supr. Lisa Moore: *It is moved by Chris Abraham and seconded by Jamie Hall that we should establish three citizen led advisory ad hoc committees of five to seven members, chairs to be elected by their committees, for Finance, Parks/Recreation/Beautification, and Community Engagement. Meetings to be open for public comment with schedules established by these committees. Is there further discussion?*

Councilwoman Meg Fuller, said this is great, the document with the descriptions of the Ad-Hoc committees, is there a reason why that document was not included in any of our Board Meeting documents prior to meeting; it wasn't on the website?

Supr. Lisa Moore said there is no reason that we didn't do it that way.

Councilwoman Lisa Fuller said it was literally 10 minutes before the meeting, the first that I had received this. Doesn't give a lot of time to mull over and think before deciding. Community engagement, getting more people involved is really important. What's important to me is that request of those who are interested in participating in these committees be solicited to the public and that there is some sort of process for how members for the committees are selected. Similar to how we have process documents for both the Planning Board and the Zoning Board. Is there any plans to kind of come up with criteria for selection for a committee, or is it just picking?

Supr. Lisa Moore said there was no processed plan, like that, it was more that people had expressed interest in those committees.

Councilwoman Meg Fuller asked if there has been public sharing of these committees as existed prior to this meeting?

Supr. Lisa Moore, just with conversations like I had with you, on our website.

Councilwoman Meg Fuller, said, just for me, I think if we are really going to have this citizen led committees where we are asking for engagement from the public, it is important to me that, if you advertised to the public, that the meetings are posted as when they are going to happen, hopefully minutes are kept so people will want to see what's discussed at these meetings, that's available. But the most important for me is that we request or solicit just anyone

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

from the public that these committees are happening and if they would like to participate that they can submit an application or email to someone that interest. Those are my comments, but I think it is awesome that we are adding committees and glad that so many people are willing to participate and be involved.

Supr. Lisa Moore asked for a page on the Town's website for the committees?

Councilwoman Meg Fuller said she would be happy to do that.

Supr. Lisa Moore continued with the Organization Meeting: We have 25 Resolutions to cover today to establish the structure, responsibility, authority, and leadership of the South Bristol Town Board. Please note that the agenda provides an overview of the major resolutions but does not present them in numerical order of the resolutions themselves.

Resolution 1 covers the governing investment and banking policies, and the authority and responsibility of the Town Board and the Town Supervisor, including payment of our bills, including our Depositories: Canandaigua National Bank, NY Class

Resolution 2 establishes our official newspaper (Daily Messenger) and the town website as the source of information on government activities.

Resolution 3 and Resolution 4 establish our regular meeting dates and times and authorizes us to have a year-end meeting if required.

I want to make the point here that this change responds to what we hope will increase attendance by the community in our town board meeting. Given we live in aging community, our straw poll indicates that an earlier time would be desirable especially during winter months. In addition, an earlier time addresses board member concerns about traveling to and from Town Hall for board meetings, again, especially during winter months.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, Resolutions 1-2026 through 4-2026.

Discussion:

Councilwoman Meg Fuller said that Resolution No. 3-2026 meeting time should be changed in the resolution from 7:00pm to 6:00pm.

On a motion made by Councilwoman Meg Fuller and seconded by Councilman Stephen Cowley, Resolution 1-2026 through 4-2026 were ACCEPTED. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

RESOLUTION #1-2026 INVESTMENT POLICY

I.SCOPE

This investment policy applies to all monies and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

II.OBJECTIVES

The primary objectives of the local government's investment activities are, in priority order,

- to conform with all applicable Federal, State, and other legal requirements (legal)
- to adequately safeguard principal (safety)
- to obtain a reasonable rate of return (yield).

III.DELEGATION OF AUTHORITY

The governing board's responsibility for administration of the investment program is delegated to the Town Supervisor, who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a

January 12, 2026

database or records incorporating description and amounts of investment, transactions dates, and other relevant information and regulate the activities of subordinate employees.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of South Bristol to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process should refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the Town of South Bristol to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

VI. INTERNAL CONTROLS

It is the policy of the Town of South Bristol for all monies collected by any officer or employee of the government to transfer those funds to the Town Supervisor within 30 days of deposit, or within the time specified in law, whichever is shorter.

The Town Supervisor is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly and are managed in compliance with applicable laws and regulations.

VII. DESIGNATION OF DEPOSITORIES

The banks and trust companies authorized for the deposit of monies up to the following maximum amounts are:

<u>Depository Name</u>	<u>Office</u>
NY Class	Supervisor
Canandaigua National Bank	Supervisor

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, §10, all deposits of the Town of South Bristol, including certificates of deposit and special time deposits, more than the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

By a pledge of "eligible securities" with an aggregate "market value" or provided by General Municipal Law §10, equal to the aggregate number of deposits from the categories designated in appendix A to the policy.

IX. SAFEKEEPING & COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by (the depository and/or a third party) bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

which will enable the local government to exercise its rights against the pledged securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Trust Department or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances be commingled with or become part of the backing for any other deposit or liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution, or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such an agreement shall include all provisions necessary to provide the local government with a perfected interest in securities.

X. PERMITTED INVESTMENTS

As authorized by General Municipal Law, §11, the Town of South Bristol authorizes the Supervisor to invest moneys not required for immediate expenditures for terms not to exceed its projected cash flow needs in the following types in investments:

- Special time deposit accounts.
- Certificate of deposit.
- Obligations of the United States of America.
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America, Obligations of the State of New York.
- Obligations issued pursuant to LFL §24,00 or 25.00 (with approval of the State comptroller) by any municipality, school district or district corporation other than the Town of South Bristol.
- Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general state statutes governing such entities or whose specific enabling legislation authorizes such investments.

All investment obligations shall be payable or redeemable at the option of the Town of South Bristol within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Town of South Bristol within two years of the date of purchase.

RESOLUTION #2-2026 LEGAL NEWSPAPER & INFORMATIONALS

RESOLVED, the South Bristol Town Board designates the MPN Messenger Post Newspapers online as the legal newspaper.

RESOLVED, the South Bristol Town Board designates www.southbristolny.org as the source for information on local government activities.

RESOLUTION #3-2026 REGULAR TOWN BOARD MEETING DATES

RESOLVED, the South Bristol Town Board designates the second (second) Monday of each month, except for October when it will be Tuesday, Oct.13th, to conduct the regular Town Board meeting. The meeting time will be 6:00 pm, at the South Bristol Town Hall.

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

RESOLUTION #4-2026 YEAR END TOWN BOARD MEETING DATE

RESOLVED, the South Bristol Town Board designates December 28, 2026 as the date to conduct a year-end meeting if required. The meeting time will be 6:00 pm, at the Town Hall, Bristol Springs, NY.

Supr. Lisa Moore continued and explained the remaining Resolutions of the 2026 Organizational Meeting.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, to approve Resolutions 1-2026 through 25-2026.

Discussion: Councilwoman Meg Fuller said she printed this off at 1:00pm this afternoon and am not sure, it sounds like there were changes made to this? For Resolution 5-2026 .725 cents per mile, the verbiage is changed too? Resolution 6-2026, I just want to point out that the Board of Review is paid \$15.00 per hour and minimum wage in NYS is \$16.00 per hour. For Resolutions 12, 15 and 16 there seems to be a lot of discrepancies between the agenda salaries and what was in the resolutions for the meeting. Which ones are correct? The resolution or the agenda? For Paul Brahm, Bill Caves the pay in the resolution are different than in the agenda and requested that those changes be made. Resolution 15-2026, the Assessor is written as \$55,000.00 per year, I think we had \$55,125.00, I would just change it to that. For the Code Enforcement Officer, his salary is listed as \$36.2 in the resolutions and the agenda \$36.40 per hour. Deputy CEO, Alan Pearce, the resolution says \$34.80 per hour and the agenda is \$32.50. Justice Clerk is missing, I believe it is \$20.00 per hour, right? And Paula Plyter is missing off of the Paid Employees and she is paid \$19.40 per hour. For David Bowen, he is listed as \$550 per year but in the agenda it is \$500.

On a motion made by Councilwoman Meg Fuller to amend based on those changes Resolutions 5-2026 through 25-2026 and seconded by Councilman Stephen Cowley was ACCEPTED. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

RESOLUTION #5-2026 MILEAGE RATE

RESOLVED, the South Bristol Town Board rate of Seventy-Two.Five cents (.725) per mile for official town business is in keeping with the IRS 2026 Standard Mileage Rate. The Town Board may change the mileage rate at any time during the calendar year 2026 to reflect any adjustments made in the IRS Standard Mileage Rate.

RESOLUTION #6-2026 WAGES – Planning Board, ZBA & BAR

RESOLVED, Planning Board Members be paid \$400 per year, (prorated for attending less meetings).

RESOLVED, Zoning Board Members be paid \$300 per year, (prorated for attending less meetings).

RESOLVED, pursuant to the adopted budget for 2026, an hourly rate of Twenty-dollars per hour (\$20.00) is established for each member of the Assessment Board of Review.

RESOLVED, the above referenced wage scale is applicable to Grievance Day, necessary training, and all on-sight inspections in the completion of their assigned duties.

RESOLUTION #7-2026 AGENDA – ABSTRACT OF VOUCHERS

RESOLVED, that the Supervisor shall within five business (5) days preceding any regularly scheduled Town Board meeting, have available the agenda for all Town Board members; and be it further.

RESOLVED, that the Town Clerk shall have available within five business (5) days preceding any regular scheduled Town Board meeting all vouchers and corresponding vendor invoices for review by all Town Board members.

RESOLUTION #8-2026 PAYMENTS WITHOUT PRIOR AUDIT

WHEREAS the NYS Town Law §118 provides that the Supervisor may pay certain claims and contracts which exceed one (1) year in duration, including fixed salaries, principle of interest on indebtedness, utility, postage, freight expenses, etc. before they are audited; be it.

RESOLVED, the Supervisor is authorized to execute such pre-audit indebtedness as may be necessary including all insurance premiums and bills where interest or late charges would be incurred by the Town in the event said bills were not paid prior to the next scheduled regular town board meeting. The Town Board shall, through its auditing authority, have final approval of all such pre-audit claims.

RESOLVED, that all such pre-paid vouchers are to be clearly identified as such in the monthly abstract of vouchers prepared by the Town Clerk.

RESOLUTION #9-2026 SUPT. OF HIGHWAY PURCHASE AUTHORIZATION

RESOLVED, the South Bristol Town Board authorizes the Highway Superintendent to make purchases not to exceed three thousand dollars, (\$3,000.00) per purchase for which provision has been made in the annual Highway budget subject to verification of availability of appropriations.

RESOLVED, the Town Board shall, through its auditing authority, have final approval of all pre-audit claims.

RESOLVED, that all such pre-paid vouchers are to be clearly identified as such in the monthly abstract of vouchers prepared by the Town Clerk.

RESOLUTION #10-2026 APPT. ATTORNEY FOR THE TOWN

RESOLVED, the South Bristol Town Board appoints Jeffrey Graff to represent the Town as Attorney for the Town for the year 2026. The Adams LeClair Law firm shall represent matters of Litigation.

RESOLUTION #11-2026 APPT. DEPUTIES

RESOLVED, the South Bristol Town Board approves the following appointments for 2026:

Deputy Supervisor – Stephen Cowley
Deputy Town Clerk – Rene Hicks
Deputy Tax Collector – Martha Meister
Deputy Highway Supt. – Mark Caves

RESOLUTION #12-2026 WAGES – HOURLY EMPLOYEES

RESOLVED, the following employees' hourly wages shall be:

<u>Highway Fund</u>	<u>YEAR 2026</u>
---------------------	------------------

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING
January 12, 2026

Jamie Bashford	\$30.50
Paul Brahm	\$27.04
Bill Caves	\$29.61
Mark Caves	\$32.05
Kody Schenk	\$30.50
J.P. Bradley	\$25.92
<u>General Fund</u>	<u>YEAR 2026</u>
Rene Hicks	\$21.11
Martha Meister	\$21.11

RESOLUTION #13-2026 APPT. HISTORIAN

RESOLVED, the South Bristol Town Board appoints Beth Thomas as Town Historian for 2026 with an annual wage of \$1,000.00.

RESOLUTION #14-2026 FIXED ASSET INVENTORY

RESOLVED; the Town Board authorizes all fixed assets of \$1,000 or more to be permanently recorded and on file in the office of the Bookkeeper to the Supervisor.

RESOLUTION #15-2026 APPOINTMENTS – PAID EMPLOYEES

RESOLVED, the South Bristol Town Board makes the following appointments for 2026.

ASSESSOR - up to \$55,125.00 per year

ASSESSOR CLERK – Tracey Howe, \$21.84 per hour

CODE ENFORCEMENT OFFICER – Scott Martin, \$36.40 per hour.

DEPUTY CEO – Alan Pearce, \$32.50 per hour

RECYCLING CENTER – Michael Vest \$20.00 per hour

RECYCLING CENTER – Paula Plyter \$19.40 per hour

TRANSFER STATION OPERATOR – Sam Germano, \$21.00 per hour

OFFICE SPECIALIST I – Diane Graham \$28.40 per hour

JUSTICE CLERK -

RESOLUTION #16-2026 APPT. BOARD CHAIRPERSON

RESOLVED, the Town Board appoints the following Board Chairperson positions for

2026:	Planning Board – David Bowen	\$550/YEAR
	Zoning Board of Appeals – Barbara Howard	\$450/YEAR

RESOLUTION #17-2026 SCHEDULE OF PAID HOLIDAYS

RESOLVED, the Town Board confirms the following days, as outlined in the Employee Handbook, as paid holidays:

New Year's Day (January 1)

Memorial Day (May 27)

Juneteenth (July 19)

Independence Day (July 4)

Labor Day (September 2)

Veteran's Day (November 11)

Thanksgiving Day (November 27)

Christmas (December 24)

RESOLVED, that the Transfer Station be closed Sunday April 20th, (Easter).

Three floating holidays may be scheduled upon approval of the Department Head.

RESOLUTION #18-2026 ESTABLISHMENT OF PETTY CASH ACCOUNTS

RESOLVED, that Petty Cash Accounts are established for the following offices:

Town Clerk	\$ 150.00
CEO	\$ 50.00
Highway Superintendent	\$ 100.00

RESOLVED, fiscal responsibility for Petty Cash Accounts is the responsibility of the Department Head.

RESOLUTION #19-2026 APPOINTMENT OF BOOKKEEPER

RESOLVED, that the town board appoints Local Gov't Support Services, LLC to be Bookkeeper and Payroll administrator at a monthly rate of \$2100.00 per month.

RESOLUTION #20-2026 FINANCIAL AUDIT

WHEREAS Town Law 123 requires the town to undertake a financial audit by either the town board or a public accountant; be it.

RESOLVED, the town board authorizes the completion of a 2026 financial audit by a public accountant.

RESOLUTION #21-2026 APPOINTMENT OF COMPLIANCE OFFICER

RESOLVED, that Diane Graham be appointed as Compliance Officer with a stipend of \$300 per year.

RESOLUTION #22-2026 BOARD APPOINTMENTS

RESOLVED, that the following be re-appointed to their respective Boards as listed:

Planning Board Chair – David Bowen, January 1, 2026 to December 31, 2032.

Zoning Board of Appeals Chair – Barbara Howard, January 1, 2026 to December 31, 2030.

RESOLUTION #23-2026 APPOINTMENT OF CITIZEN REPRESENTATIVE TO THE HONEOYE LAKE WATERSHED TASK FORCE

RESOLVED, that the Board appoints Sally Berry to serve as the Citizen Representative to HLWTF and receive mileage reimbursement and a stipend of \$25.00 per meeting attended.

RESOLUTION #24-2026 APPOINTMENT OF REGISTRAR OF VITAL STATISTICS AND FOIL OFFICER

RESOLVED, that the Board appoints Town Clerk Judy Voss as the Registrar of Vital Statistics and FOIL Officer.

RESOLUTION #25-2026 APPOINTMENT OF HEALTH OFFICER

RESOLVED, that Kate Ott, County Health Director be appointed as Town Health Officer.

COMMITTEE ASSIGNMENTS

Annual Appointments

- o Lisa Moore, Supervisor, Budget Officer & Chief Fiscal Officer

SOUTH BRISTOL 2025 ORGANIZATIONAL MEETING

January 12, 2026

- 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
- Sally Berry, 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
- 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

Supr. Lisa Moore: *Upon the motions duly made and seconded, it is unanimously resolved that Resolutions 1-4 and 5-25 be, and hereby are, adopted as blocks, as set forth in the agenda dated January 12, 2026, and the officers of the Town Board are authorized and directed to take all actions necessary to implement them.*

Supr. Lisa Moore asked for public comment on our Organizational Meeting?

Clerk Judy Voss said that Planning Board Administrator, Diane Graham, noted that the Chair of the Planning Board stipend is \$550.00 and for the Chair of the Zoning Board of Appeals is \$450.00. The Resolution is correct.

On a motion made by Councilman Stephen Cowley to Adjourn the 2026 Organizational Meeting and seconded by Councilwoman Meg Fuller was ACCEPTED. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Adjourn: 6:25pm

Respectfully Submitted,

Judy Voss

South Bristol Town Clerk