

SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

**REGULAR MEETING**

Supr. Lisa Moore called the Regular Meeting of the South Bristol Town Board called to order March 9, 2026, at 6:00pm.

**PRESENT**

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

**RECORDING SECRETARY**

Judy Voss, Town Clerk

**OTHERS**

Jim Wight, Dan Marcellus, John Bolton, Jonathan Heiderich, Bruce Didsbury, Linda Didsbury, Christopher Bennem, Dionne Abraham, Karin Thack, Ginny Lalka, Gloria Harrington, Tom Hawks II, Beth Fitch, Marcia Smith, Beth Thomas  
Online: David Bowen, Ann Jacobs, Todd Jungen, Martha Meister, et al

**REGULAR MEETING CALLED TO ORDER**

Supr. Lisa Moore opened the Regular Meeting.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by South Bristol Town Historian, Beth Thomas.

**ROLL CALL**

**PRESENTATION: 188<sup>TH</sup> ANNIVERSARY BY BETH THOMAS, TOWN HISTORIAN**

Beth Thomas: *“The Town of South Bristol acknowledges that it stands on land that is part of the historic homeland of the Seneca Nation of Indians. The Haudenosaunee Confederacy, also known as the Iroquois Confederacy or Six Nations were called the “People of the Longhouse.” Their sophisticated, matriarchal, participatory democracy governed by the Great Law of Peace, significantly influenced the U.S. Constitution. The local Senecas, “Keepers of the Western Gate,” flourished in South Bristol from 1200A.D. until September 11, 1779 when George Washington ordered the Clinton-Sullivan Campaign to retaliate against the Senecas for siding with the British during the Revolutionary War. The scorched earth campaign dispersed the Native Americans that had planted the large apple and peach orchard on Seneca Point, established a summer camp near Bopple Hill Rd. and built the large village in the Bristol Valley just northeast of Bristol Mountain. Undoubtedly many other areas in town served as Native American sites thousands of years before the Senecas*

*In 1788 the Phelps and Gorham Purchase sold large tracts of land to a syndicate of land developers, including Gamaliel Wilder who bought all of the land which is now South Bristol for Prince Bryan(his given name not) of Luzerne, PA. Wilder chose S. Bristol because as a Revolutionary soldier, he knew of the Seneca Point orchard that had survived the destruction of*

## SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

*the Sullivan campaign. Wilder built a log home and a sawmill on the point not long after arriving from Hartland, CT in 1789 with his four sons, daughter and son-in-law, Theophilus Allen, Jonathan and Nathan Allen, Jeremiah Spicer, Jared Tuttle, Aaron Rice, and Elisha Parrish. The Dighton Land Company from BRISTOL County Massachusetts purchased the northern section of range 8 and collectively these two purchases officially became the town of Bristol in 1789. Other than Seneca Point, the two centers of habitation were "Baptist Hill" originally Bristol and "The Center" Bristol Center where town meetings were held. This was an arduous journey for the Wilder group and the two entities decided to divide the town in half from east to west.*

*On March 8, 1838 the Town of S. Bristol was officially created at a meeting in the Brown Stand Tavern that once stood at the intersection of Rte. 64 and County Rd. 34.*

*Wilder and Allen descendants, by 1838, had harvested the timber from Seneca Point to Stid Hill and continued over the hill to County Rd. 34 where Wilder built his second tiny village of "Boswell Corners" emerged. A blacksmith shop, stagecoach inn, tavern, Presbyterian church, store, school, and the first official S. Bristol Town Hall quickly followed, all built in the County Rd. 34 vicinity primarily due to the creek and an artesian well. Later, Wilder continued due west and built a third mill on Gulick Rd which is now part of Cumming Nature Center.*

*The harvested hills and valleys became farms with barley and wheat which were ground at the sawmills turned into grist mills. Hops, sheep, raspberries, grapes, apples, pole beans, cattle and horses dominated the farms while the Randall, Standish and Wood families who all contributed to the lake boat industry and former hotel in Woodville.*

*In 1848, Emily Parmely Collins, who was born in "Berby Hollow" County Rd 33, attended the Seneca Falls Convention for Women's rights and abolition, and came home to start the very first women's equality club in America, right here in South Bristol.*

*Our wonderful little town was later known as "Little Switzerland" for our three ski areas: Berby Hollow Ski Club, Ski Valley and Bristol Mountain, and the highest point in Ontario County is the top of Gannett Hill where Mees Observatory and the Ontario County Park are located.*

*The hard-working and hardy group of citizens who persevered in the isolated and difficult climate of the Bristol Hills were probably drawn here for the same reasons many of us call it home. The natural beauty of our lake, hills, ponds and streams which attract visitors from all over the world. How lucky we are to live here."*

Supr. Lisa Moore asked for a motion to adopt the Resolution commemorating the 188<sup>th</sup> Anniversary of the founding of South Bristol.

On a motion made by Councilman Chris Abraham and seconded by Councilman Stephen Cowley, Resolution No. 31-2026 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

### **RESOLUTION NO. 31-2026**

#### **RESOLUTION COMMENORATING THE 188<sup>th</sup> ANNIVERSARY OF THE FOUNDING OF SOUTH BRISTOL**

**WHEREAS**, the Town of South Bristol which stands on land that is part of the historic homeland of the Seneca Nation of Indians was founded on March 8, 1838, marking the beginning of a vibrant community built on shared values, hard work, and neighborly spirit; and

**WHEREAS**, for 188 years, the people of South Bristol have contributed to its growth, prosperity, and cultural heritage, fostering a strong sense of unity and pride; and

SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

**WHEREAS**, the anniversary of the town’s founding provides an opportunity to honor the history of South Bristol that is woven from the stories of Native Americans and European pioneer farmers, loggers, carpenters, blacksmiths, brewers, distillers, vineyardists, hop growers, merchants, educators, artisans, leaders, and families; and

**WHEREAS**, this anniversary is not only a celebration of years gone by, but a tribute to the enduring spirit of unity, resilience, and hope that continues to guide our community; and

**WHEREAS**, it is fitting that we pause to honor our founders, acknowledge the contributions of all who have called South Bristol home, and inspire future generations to cherish and protect our heritage;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of South Bristol, on behalf of all its citizens, hereby commemorates the 188th Anniversary of the Town’s founding;

**BE IT FURTHER RESOLVED**, that this resolution be entered into the official records of the Town of South Bristol as a lasting tribute to our shared heritage and enduring community bonds.

**PRESENTATION: "EXPANDING BROADBAND COVERAGE IN SOUTH BRISTOL & PRACTICAL TIPS FOR RESIDENTS," DAN MARCELLUS, SOUTH BRISTOL IT, AND OWNER OF SKYPORT**

Supr. Lisa Moore introduced Dan Marcellus from Skyport IT, owner of the company that supplies the Town’s IT. Also thanked Tom Hawks for helping with the presentation and the Community Relations Committee for presenting the idea for this topic. Mr. Marcellus will speak about expanding broadband coverage in South Bristol, and practical tips for residents.

Mr. Marcellus spoke to his Power Point presentation. As far as expansion, there are options out there: CBN Wireless, Spectrum, Empire Fiber and Starlink. There was an ARPA funding fiber project that was approved by this Board in 2022 and put those funds towards expansion. Ideally, we are looking for grants to do the same thing. From the data, it looks like there are 120 households that are still underserved. Grants available through ConectAll Infrastructure with \$295 Million available that the Town can apply for.

Supr. Lisa Moore thanks Mr. Marcellus for preparing the presentation and being available to the residents of South Bristol.

**PRIVILEGE OF THE FLOOR**

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**APPROVAL OF THE MINUTES**

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Stephen Cowley, the minutes from the January 12, 2026 Organization Meeting, January 12, 2026 Regular Town Board meeting, February 9, 2026 Public Hearing Minutes, February 9, 2026 Regular Town Board minutes, February 21, 2026 Special Meeting were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Councilwoman Meg Fuller said she would like to make a motion as other communities record their Town Board meetings on Zoom and then post those recording on their website.

On a motion made by Councilwoman Meg Fuller and seconded by Councilwoman Jamie Hall the motion carried. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

**FINANCIAL REPORT: SUPERVISOR**

Supr. Lisa Moore: *“The Annual AUD is not completed yet and will report on that next month. At the point in the year, we should be at 16% into the Budget and we are only at 12%. However, the Highway Budget is at 19%.*

*I do have some housekeeping we need to discuss. In our Organizational Meeting we are supposed to have more financial information than we had traditionally, but we are supposed to have it. There are resolutions that we need to put forward. The Resolution No. 32-2026 is to approve Community Bank as one our depositories. We all ready have accounts at Community Bank, it just wasn’t listed on the approved depositories in the Organization meeting. We are amending that list to include Community Bank.”*

On a motion made by Councilwoman Meg Fuller and seconded by Councilwoman Jamie Hall, Resolution No. 32-2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

**RESOLUTION NO. 32-2026  
RESOLUTION AMENDING THE LIST OF APPROVED MUNICIPAL DEPOSITORIES  
TO INCLUDE COMMUNITY BANK**

**WHEREAS**, pursuant to New York State General Municipal Law §10, the Town of South Bristol is authorized to designate one or more banks, trust companies, savings banks, savings and loan associations, or credit unions as depositories for municipal funds; and

**WHEREAS**, the Town Board of the Town of South Bristol previously adopted Resolution No. 1-2026, VII. designating approved depositories for the deposit of municipal funds; and

**WHEREAS**, the Town of South Bristol has determined that it is in the best interest of the municipality to expand the list of approved depositories to include Community Bank, located at 109 S Mian St, Naples, NY 14512, which meets all statutory and regulatory requirements;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of South Bristol hereby amends Resolution No. 1-2026 to add Community Bank as an authorized depository for municipal funds; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

Supr. Lisa Moore continued: *“There is another one that we talked about last meeting, but we didn’t do any resolution for. We have about \$1 million in our savings account that is not an interest-bearing account. We have interest bearing cash account with NYCLASS and our bookkeeping service suggests that we put half of those funds into NYCLASS. Resolution 33-2026 authorizes the transfer of funds from CNB savings account to the interest-bearing NYCLASS”*

Councilwoman Jamie Hall asked if we have any policies when we move money?

Supr. Lisa Moore answered, no.

Councilwoman Meg Fuller: *“That \$900,000.00 in that savings account is split between the A Fund, General Savings and the DA Fund, a consolidated savings account. Is there any consideration in terms of how to track these accounts as to which fund this is coming from? The DA Savings has \$500,000 but the A Fund savings does not.”*

Supr. Lisa Moore: *“All that is suggested was to put the funds in there as a consolidated savings account, the way we do it now. There is no plan, just following the advice of LGSS. Do you have a plan you’d like to suggest?”*

SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

Councilwoman Meg Fuller: *“No, we need to pay attention to the amount we are taking out because we’ve been using that amount we are pulling for our vouchers. It doesn’t matter if it goes to NYClass, we just pull from there. Is that the plan moving forward, just pull from NYClass into the checking account to pay vouchers.”*

Supr. Lisa Moore: *“Agreed, if we need to. There’s still a lot of money in there to pay the vouchers.”*

Councilwoman Meg Fuller: *“My only note would be to just ask LGSS what the plan in terms of pulling from those two accounts.”*

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham, Resolution No. 33-2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

**RESOLUTION NO. 33-2026**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

**WHEREAS**, the Town Board has determined that surplus or unexpended funds exist in the Canandaigua National Bank Consolidated Savings Account; and

**WHEREAS**, pursuant to Town Law §113, the Town Board may authorize the transfer of such funds to another lawful fund or account; and

**WHEREAS**, the Board finds it in the best interest of the Town to transfer said funds to the NYCLASS Investment Account] for earning interest on that deposit;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board hereby authorizes the transfer of \$500,000.00 from the Town’s Canandaigua National Bank Consolidated Savings Account to the NYCLASS Investment Account; and

**BE IT FURTHER RESOLVED** that the Town Supervisor is directed to make said transfer and ensure proper accounting in accordance with New York State law and Comptroller guidance.

Supr. Lisa Moore mentioned that there are 2 more Resolutions on the back of the agenda concerning the Community Bank accounts. After researching, these are accounts we have had for decades but have not been recognized in the Organizational Meeting resolutions. This is some housekeeping for now and will be part of the Organizational Meeting resolutions in the future.

The first resolution will approve Community Bank, NA as a depository for the tax collector.

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Stephen Cowley, Resolution No. 34-2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

**RESOLUTION NO. 34-2026**

**RESOLUTION TO APPROVE COMMUNITY BANK  
AS DEPOSITORY FOR THE TAX COLLECTOR**

**BE IT RESOLVED**, that pursuant to Municipal Law §35, the Town Board of South Bristol hereby designates Community Bank, 109 Main Street, Naples, New York, as the official depository for all tax collection funds received by the South Bristol Tax Collector for the fiscal year 2026, with deposits not to exceed statutory and policy limits, and authorize the Tax Collector to deposit and manage such funds in accordance with all applicable laws.

SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

Supr. Lisa Moore: *“As I was talking with Community Bank, the tax collecting account we have now has about \$4 million in it. The account is only active during the tax collection period, so it is not always there. We are legally required to have a separate account to collect the property taxes. But it is in a non-interest-bearing checking account, so I spoke with Community Bank this morning and they can move that into an interest-bearing account at 3% interest. It’s not said in the resolution, so we have to make a motion to do that. If we are interested in doing that and putting the money in an interest-bearing account. Do I hear a motion?”*

Councilwoman Jamie Hall asked how long does the money stay in the account?

Supr. Lisa Moore answered, about 3 months each year, at least you are earning something.

Councilwoman Meg Fuller asked if there was any change in how it would operate or any penalties?

Supr. Lisa Moore answered, no, it is a non interest-bearing checking account and is business as usual.

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham, motion to make the Community Bank Tax Collecting account interest-bearing was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Supr. Lisa Moore continued, it is required that the Town Clerk has their own account where fees collected be deposited. The Town Clerk handles that account, and at the end of the month, the fees are paid to the Town. All we are doing right now is authorizing the practice that we have been doing legally for decades.

Councilman Stephen Cowley mentioned that the Bank is also requiring this resolution.

Supr. Lisa Moore agreed.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, Resolution No. 35-2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

**RESOLUTION NO. 35-2026**

**RESOLUTION AUTHORIZING TOWN CLERK ACCOUNT FOR FEES**

**RESOLVED**, that the Town Clerk is hereby authorized to open and maintain a separate bank account, in the name of the Town of South Bristol, for the sole purpose of depositing fees collected in the performance of official duties; and

**FURTHER RESOLVED**, all transactions shall comply with Town fiscal policies and applicable laws, with monthly reports provided to the Town Board.

**TOWN OF SOUTH BRISTOL FEBRUARY 2026 EXECUTIVE SUMMARY  
BALANCE SHEET**

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

Bank accounts were reconciled as of 2/28/2026. The Town has \$3,984,974.72 in the bank.

REVENUES AND EXPENSES: Total receipts for the month were: \$917,639.25. Major receipts were Town Clerk Report (January) - \$5,258.21, Town Justice Report (January) - \$150.00, Property Taxes 2026 - \$839,667.50, Ontario County Snow & Ice - \$47,768.98, Ontario

## SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

County Soil & Water Dept reimbursement - \$9,900.00, B&B Recycling - \$463.50, Charter Franchise Fees - \$6,088.34, Payroll reimbursements - \$242.96, Interest - \$8,099.42.

EXPENSES Expenditures through February on average should equal 16.66% of the annual budget. General Fund Townwide: Year to date expenses are \$252,398.71 compared to the annual budget of \$2,076,744.00 or 12.15% of the annual budget. Highway Townwide: Year to date expenses are \$397,692.55 compared to the annual budget of \$1,995,168.00 or 19.93% of the annual budget.

Councilwoman Meg Fuller mentioned that the Statement of Activity, there are a couple of line items that are getting close to 100% or slightly over, one of which is Zoning. With their new software and roll-out there have been extra fees, we might want to keep our eyes on that because they are at 82.5% of their expenditure. The towing of the truck came out of that too.

Supr. Lisa Moore said she did speak with LGSS about that and we have decided that the best practice would be a quarterly review of the budget lines. Then they can present to the Board budget modifications so that we are consistent with the budget and not go over our budget.

### **REPORTS OF TOWN OFFICIALS**

#### **TOWN CLERK**

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, the Town Clerk's Report for February 2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

#### **APPROVAL OF ABSTRACT OF VOUCHERS**

On a motion made by Councilwoman Meg Fuller and seconded by Councilman Chris Abraham, the Abstract of Vouchers totaling \$122,280.12 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Councilman Stephen Cowley mentioned \$63,313.00 for salt.

Supt. Jim Wight mentioned that the salt was ordered in January and was just delivered.

#### **CEO REPORT**

Councilman Stephen Cowley read the CEO Report.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller, the CEO Report for February 2026 was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Beth Fitch asked if CEO Scott Martin could attend the Town Board meetings so he could give his report.

Supr. Lisa Moore said it has never been required of him, it would be nice to have him here.

#### **HIGHWAY REPORT**

Councilman Stephen Cowley read the Highway Report for February.

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

Supt. Jim Wight mentioned that the Highway Dept. will be applying oil/stone on the whole length of Seneca Point Road, from Bopple Hill to Hicks Road. Depending on oil prices

## SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

we plan on mill and pave 2 miles of Gulick Road. Culverts will be replaced and striping will also take place.

Supr. Lisa Moore mentioned that Supt. Wight is looking into upgrades for the Transfer Station and remediation of our storage buildings.

Supt. Jim Wight said that Article 284 which is an Agreement to Spend Highway Funds needs Town Board signature. It's all part of the budget and is an approximation of where all the money is going. It will cover the oil and stone for Seneca Point Road, the paving on Gulick. We can approve this next month so you have time to review the document.

### **AD-HOC COMMITTEE REPORTS COMMUNITY ENGAGEMENT COMMITTEE**

Supr. Lisa Moore asked for anyone in the audience that is on a committee to stand up. These committees have done incredible work. The people in South Bristol has just poured their hearts into these committees. They have done so much extra work and bring so much talent to these committees.

Councilwoman Jamie Hall reported that the committee is making big strides, most notably they have made the decision for the first panel discussion on April 20<sup>th</sup>. That will be a continuation of what we talked about this evening with digital equity. Then there will be a Talk Of the Town afterwards with Supervisor Moore. The following set of discussions will be about the transition with the Transfer Station and the Landfill closing and what we can do as citizens to make that easier on the Transfer Station, lighter on the community and we've been reaching out to various experts. People who know more than we do how to reduce that load. Also, the Town Historian, Beth Thomas, has also taken on the conversation for the 250<sup>th</sup>.

Councilwoman Meg Fuller said that she has attended all the meetings. There has been a lot of talk in those meetings about nothing is done in those committees without approval of \*\*.

Councilwoman Jamie Hall answered that we don't need to have Board approval of these ones, just need building to be open and the insurance is already approved so we don't need that.

### **PARKS, RECREATION & BEAUTIFICATION COMMITTEE**

Councilman Chris Abraham said he would like to take a moment in honor of Women's History Month to remark on the exceptional women that are serving our Town of South Bristol today. Supr. Lisa Moore, Councilwoman Jamie Hall, Councilwoman Meg Fuller, Planning/Zoning Admin Diane Graham, Assessor Clerk Tracey Howe, Town Historian Beth Thomas, and Town Clerk Judy Voss.

Councilman Chris Abraham continued, wanted to re-visit the Memorial Bench for Ann Marie Rotter and the Board did not official adopt the bench dedication.

Councilwoman Jamie Hall mentioned that we had a question as to how long the dedication would last if the item needed to be replaced.

Councilman Chris Abraham said the committee is going to have a discussion on policy and would like to draft a policy that would include cemeteries, etc. But this one particular bench could be something we could ease in.

Supr. Lisa Moore noted that the bench is composite, not made of wood.

Councilwoman Meg Fuller thought they did vote on this last meeting for the life of the bench and fully supports a comprehensive policy.

## SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

On a motion made by Councilwoman Meg Fuller to approve the Memorial for AnnMarie Rotter for the life of the bench, seconded by Councilwoman Jamie Hall was ACCEPTED. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Abraham and Hall.

Councilman Chris Abraham asked if it was appropriate for the citizen led Ad-Hoc committee to address that?

Supr. Lisa Moore said they would have to give the recommendation.

Councilman Chris Abraham continued with his report on their work. It is ongoing, a list of Town owned and other public properties have been generated for the Committee's review. Currently organizing that list for historical significance, maintenance and public safety, aesthetic, vulnerable to high intensity storms and relevance to the Canandaigua Lake Watershed. Committee members will also draft a policy for memorials and dedications. The next meeting will be held Sunday, March 22<sup>nd</sup> at Noon at the Town Hall. The community is invited to attend.

### FINANCE COMMITTEE

Supr. Lisa Moore has met and are discussing the Request for Proposal for the audit working with Co-Chairs David Gates and Bruce Capron. We now have a RFP out with four vendors that were recommended. We asked for a response by April 1<sup>st</sup>. Two have responded stating that they are working on it. That was the main discussion of our last meeting. The RFP was also sent to the attorney and has approved the proposal. The next meeting will discuss policy and procedures related to finance. The two chairs of the committee have done remarkable work, research and bring a lot of financial expertise as do the other members. We are also researching grant writing and looking at creating a working committee that is cross-functional. Alyssa has worked for MRB, one of the grant producing firms and is on that committee. Jeff Liebenritt has also volunteered to part of the working group that just focus's on grants. One of the things we realized was it could take all your time just focusing on grants.

Councilwoman Meg Fuller noted that there was a notice that was sent out for the Finance Committee, but there wasn't a link to Zoom, is there any plan to make the Finance Committee meeting public?

Supr. Lisa Moore answered no, because there are sensitive subjects and will do a report. Ad-Hoc Committees are not required to have a reporting like a standing committee. If we made this a standing committee then we could do it. If you interested in making the Finance Committee a standing committee I would not object. At this time, it is just an advisory committee.

Councilwoman Meg Fuller asked what about the Town finances is sensitive information?

Supr. Lisa Moore: *What would you imagine ...*

Councilwoman Meg Fuller said that everything we do and discuss, all of our decisions should be public.

Supr. Lisa Moore said there are discussions about particular organizations that we may not want to share.

Councilwoman Meg Fuller, we have to talk about those for IT, any decision about finances and the thought process should be public.

Supr. Lisa Moore said the report will be public when we are not required to do anything, we are doing so much more than is required by law. You have suggested that these committees should follow standing committee rules, and if we want that they need to turned into standing committees. We should look at that and maybe that is what we should do.

## SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

Councilwoman Meg Fuller continued, *“but then the membership in the committees be open to an application process that is public. It is my opinion that all town finances be public, all of our decisions are public and everything that we do regarding our town finances should be public information.”*

Supr. Lisa Moore: *“I understand your position and am willing to make them a standing committee. We have to consider all the implications of turning these into standing committees.”*

### NEW BUSINESS

#### IT

Councilwoman Meg Fuller: *“We got the southbristolny.gov domain name and are approved as a actual town. The next step is figuring out how to implement that, working with Dan (Marcellus) as it is a little bit different than getting a domain from Go Daddy. We are going to figure out a process. That is a project we are working towards for the next few months.*

*We approved at the last board meeting the Quarter-One projects, in progress getting that accomplished. There was one project that put us over the \$5,000.00 that they approved for a battery, over by \$155.00. Just wanted to bring it up.”*

Dan Marcellus of Skyport IT said: *“It is something that can wait until Q2 anyway, because it is due to be replaced. You want to make sure it doesn't fail and this is what we do to prevent that. If you want to approve it, it is part of what we already approved as part of that \$5,000.00. It will put you over \$128.00. It can wait until Q2.*

Councilwoman Meg Fuller said: *“Let’s just wait until Q2 and we can do it all together. I wrote up a draft of the South Bristol information security policy because we are required to. I sent it to Dan (Marcellus) to look at. He is going to provide comments. I have also provided it to all of you with, look through it. Steve has already had a good comment about the information security officer that is name in it that would be the person that would report if there was a breach to the State and that is one of the main reasons why we are supposed to have this. He suggested that there may be having a second reporter in case the information security officer is unavailable. Take your time, and provide with whatever you can.”*

Dan Marcellus: *“What we typically recommend is having a security officer and privacy officer as part of the policy. That is what the State wants the term to be. You would typically want to and they would share information. Two different pieces.”*

Councilwoman Meg Fuller: *“Take a look at what we put together and let us know. I was trying to cover all the bases but we are a small town. We are not doing massive transactions so taking what Ontario County had put together and making it more appropriate for South Bristol.”*

Councilwoman Jamie Hall: *“One of the things we were told in our training in Corning was they noted whatever you have in this policy has to be followed exactly. So you can’t just blanket statement something because you will end up with a policy you don’t want actually enforce.”*

Councilwoman Meg Fuller: *“I tried very, very hard to make meet all the requirements from the State and also being realistic to how we do business for the Town of South Bristol. It is in draft state and requires all of us take a look at it and open to feedback and comments.”*

Supr. Lisa Moore: *“I’d like to be able to upload the reports from the Ad-Hoc Committees on the town website. Under documents, is there a way to put several more links there for the committees?”*

Councilwoman Meg Fuller: *“We can talk about however you want to do that, like, as a part of an existing page or in Navigation, have sub-page items. There are many options and the*

SOUTH BRISTOL TOWN BOARD MEETING

March 9, 2026

*website can have unlimited pages and has a lot of capacity for storage. Could be easier to set up a Google Drive similar to the Board meeting documents. We can talk through it.”*

Town Historian Beth Thomas asked if our .gov active right now?

Councilwoman Meg Fuller: *“Not yet, we do own it. The activation of a .gov domain is more complicated. Part of the roll-out will be updating emails, etc.”*

Town Historian Beth Thomas: *“As soon as it is activated, we qualify for more grants. Through Grant Watch.”*

**APPOINTMENTS**

Supr. Lisa Moore said Ann Buck has been appointed as Town Assessor and will fulfill the term ending September 30, 2031. She worked as Assessor in Penfield for 16 years and has Re-Val experience. We spoke with 4 candidates and Ann’s Re-val experience and her references were what made her stand out.

**ANNOUNCEMENTS**

Supr. Lisa Moore thanked Supt. Jim Wight and the Highway employees for their extraordinary efforts keeping the roads safe this winter. We did have a “name the snowplow contest” and had 40 submissions. The winners are Boppledagger, Mosher Musher, Stid Hill Stomper, Salty Stallion, Mountain Goat, White-out Warrior and Mailbox Striker. This is one way we can let the highway employees know how grateful the Town is for all of their work.

**ADJOURN: 7:28pm**

Respectfully submitted:

Judy Voss  
South Bristol Town Clerk