

SOUTH BRISTOL TOWN BOARD MEETING

June 8, 2026

REGULAR MEETING

Supr. Lisa Moore called the Regular Meeting of the South Bristol Town Board called to order
June 8, 2026, at 6:00pm.

PRESENT

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

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Jonathan Heiderich, John Holtz, Ellen Aymerich, Kelli Becka, Marcia Smith, Ginny Lalka, Tom Hawks III, Christopher Bennem, Daniell Hulbert, Lenore Friend, Gloria Harrington, Larry Leach, Paul Miller, Bruce Jennings, Curtis Nehrinc Bliss, Alan Deans, Ann Hanley, Mark McCloskey, Judy von Bucher, Erik von Bucher, Beth Thomas, Alexandra Logan, Pam Jensen, Cynthia Merrill, Joe Koher & Jim Wight

Online: John McCabe, Diana McCloskey, Ann Jacobs

REGULAR MEETING CALLED TO ORDER

Supr. Lisa Moore opened the Regular Meeting.

PLEDGE OF ALLEGIANCE

Privilege of the Floor

- Writers and Books: South Bristol Cell Center: A Creative Retreat.

Curt Nehring-Bliss, the caretaker with Writers & Books Gell Center, has been invited to give an update on the Gell Center. The Gell Center is located on County Road 33, owned and operated by Writers and Books, which is Rochester's literary art center. The Center serves as a retreat, a workshop, a gathering place for writers, artists, educators, readers, community members throughout the Finger Lakes and Rochester. I came to Gell in 1999 for a story-telling workshop. It was the first place I saw in South Bristol. We just completed our first year as caretakers and we were chosen by Writers and Books as locals, as people connected to the local literary scene, education scene, in order to create a community bond with the area. A month ago, we had a Earth Day event which featured local poets and writers, including Angie Cannon, Petra Page-Mann, Marty Dodge and Steve Lewendowski. It was a great time to bring the literary world and natural world and our local literary talent together for celebration. One of the points to show the connections and relationships that we are building is community connection. Chris Bennem has joined the Board of Writers and Books and is Chair of Community Engagement Committee. One of the things he is really focused on is making more of our community aware of the Gell Center's programs and we are now meeting regularly to look at boosting Gell's programming, particularly in support of the community here and how we can be the best neighbor possible. On Saturday, July 11th, from 10am-4pm, we are having our Annual

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Open House. This year's Open House is so visitors can visit the property, walk the trails. We are also encouraging community bike rides, bringing biking and cycling into the Gell Center; all connecting it to writing as well. Hopefully this might become a monthly community ride, connecting with bike clubs out of Rochester. A new program - and you are the first to hear about it - is our Poetry Potluck, which we aim to hold about 3 times a year. It's an informal gathering that brings a featured writer and local writers together to share the work they are doing. August 16th is our tentative date and our featured poet will be John Pozner, poet who just retired from FLCC. We hope that these gatherings become a signature part of the literary scene of this area and support writers that are known and up and coming of all ages and levels. As we move forward our commitment is to be good stewards of the property, of the relationship with the Town, and to have Gell contribute positively to the culture of the community and life in South Bristol while respecting and preserving its character that makes this place so special. Thank you for the opportunity to speak to the Board, to develop relationships and bringing all these great ideas to better serve this community.

- Leif Herrgessel, Freedom Festival, Levi Corser Park, June 13-14

Supr. Lisa Moore introduce the next speaker: Leif Herrgessel is the chair of the Freedom Festival Planning Committee, the town historian of the Town of Canandaigua, a blacksmith at Cumming Nature Center, and Chief Petty Officer in the United States Navy Reserve. Mr. Herrgessel is here to discuss the Freedom Festival at Levi Corser Park in Bristol this coming weekend.

Mr. Herrgessel: This coming weekend, the 13th and the 14th is a celebration of 250 years of American history called the Freedom Festival. We have quite a robust plan in place. There will be different crafts and reenactors that will be in historic-dress from the Revolutionary War and the Civil War period. We are going to have a blacksmith who is bringing a full union artillery forge that they towed behind horses to work on cannons and shoe the horses. There will be a quick class in blacksmithing, all done very authentically, including another reenactment with a farrier. We will also have sheepdog trials. It really looks to be a very exciting weekend. Beth, Thomas, and I, and Lisa and everybody else decided that this event should kind of reflect the bicentennial that we all grew up with. So, hopefully this will be a hometown and family affair feel to it. It is a great event to bring the grandkids, nephews, nieces, and out-of-town visitors, so please come and join us.

Guest Presentation: Ontario County Landfill (Closure 2028)

Lenore Friend spoke as a member of the South Bristol Community Engagement Committee: as you know, that committee is charged with coming up with some session series about important topics that our Town is facing. The schedule for the next 3 months is the upcoming Landfill Closure. Our speaker today is Carla Jordan, Director of the Department of Sustainability & Solid Waste Management. She's been with the County for 12 years. Carla will talk about the 2024 Landfill Alternatives Analysis Report that a consulting firm prepared for the County. The County's decision in 2024 to close the landfill and what the County is doing right now in assessing options for waste disposal, recycling and diversion. Carla's talk will set the table for our July 20th Panel Discussion that will get into more depth and focus on decisions that will have to be made at the County level, by each Town and by businesses and families.

- Carla Jordan, Director, Ontario County Department of Sustainability & Solid Waste, spoke to the Board and residents on the State of the Ontario County Landfill.

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Approval of the Minutes

On a motion made by Councilman Chris Abraham and seconded by Councilwoman Jamie Hall, the minutes of the May 11, 2026 Town Board meeting were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

Accounting

- Town Clerk Report – Clerk Judy Voss read the Town Clerk's Report.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, the May 2026 Town Clerk's Report was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

- Assessor Report – Supr. Lisa Moore read the Assessor's Report and announced a 2027 Town Re-val. Grievance Day was held on Wednesday, May 27th, 2026. There were 18 grievances filed all by the same owner and the BAR is still in deliberation over these grievances.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, the Assessor's Report for May 2026 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

- Supervisor – Finance Report: Supr. Lisa Moore read the Financial Report:

Total amounts in the bank, \$4,170,504,004 and 68% of that amount are in interest-bearing accounts. Revenues for May were \$76,000.00 which includes the monthly payments from the Town Clerk, Town Justice, mortgage tax, sale of scrap, charter franchise fees and \$10,000.00 from the interest-bearing accounts. Our expenditure should be, at this time of year, 42.67% of our annual budget. The general fund is 28.37% of the annual budget, so we're way below that, we've been very fiscally conservative. The Highway budget highway is 34% of the annual budget. However, heavy highway work will be done this summer, including asphalt and other road work and we expect highway to catch up their budget for the year, this summer.

Supr. Lisa Moore mentioned that there are some resolutions to pass tonight. A resolution for the backup generator at the Highway Barn, which is an emergency resiliency plan, and another resolution to pave the parking lot on the scenic overlook, both those require significant amounts of money. The resolutions include transfers from the Unexpended Fund Balance and will not affect the budget.

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

Councilwoman Meg Fuller said, I have a request, I know that this report came in for us as board members at about 11 o'clock this morning, which gave us about 6-7 hours to digest. This was emailed from LGSS last Friday, and it didn't make it to us until Monday. Could LGSS be sending it directly to the town board members? It would allow us the time that we need to be able to do our jobs, which is review the finances.

- **Approval of the Vouchers**

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Meg Fuller, the Abstract of Vouchers, totaling \$130,659.16 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

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Reports

- **Highway/Transfer Station** – Councilman Stephen Cowley read the Highway Report.

Supr. Lisa Moore mentioned the Highway parking lot will need seal-coating this year. Councilman Stephen Cowley agreed and received 2 quotes from Supt. Jim Wight; Shuttleworth Enterprises for \$5,900.00 and Ruston Paving for \$8,825.00. Seal-coating the whole parking lot at the Highway Garage and we are still waiting on a quote for crack-sealing.

Supt. Jim Wight noted that crack-sealing will need to be done before the sealcoating which will come from the County bid. Crack-sealing is more important than the sealcoating if we only want to do one of these jobs.

Councilwoman Meg Fuller asked where this is being paid from in the Town Budget?

Supr. Lisa Moore mentioned that this was discussed last month an using the Building Reserve to pay for this; were you thinking of the DA fund?

Supt. Jim Wight said the DA Fund is for roadwork, nothing to do with maintenance of buildings or grounds.

Councilwoman Meg Fuller said that it is possible because it is for the Highway building and it is associated with that and you may be able to pull the funds from the DA Fund and requested LGSS to look into this.

Supt. Jim Wight indicated that there is enough in the DA Fund to cover the expense.

Discussion.

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

- **Code Enforcement** – Reports for April & May were read.

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, the Code Enforcement Report for April & May were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

- **Buildings & Grounds** – Supr. Lisa Moore presented a Resolution authorizing the expenditure of up to \$28,750.00 for a back-up generator at the Highway Barns. There are 3 estimates and this is the lowest of the 3 submitted by a town resident.

Discussion: Councilwoman Meg Fuller asked why the funds being taken \$28,705.00 out of Unappropriated Fund Balance when we have \$40,000 in that line item?

Supr. Lisa Moore said given that we are going to have expenses with the buildings the thought was to preserve that money in that budget line for such expenses as it had initially been budgeted for, such as the parking lot and air conditioners that need to be replaced, but we can appropriate money when those expenses occur and use money from the budget line now.

Councilwoman Meg Fuller mentioned that the funds are in the budget, the Board just needs to approve the purchase.

Councilwoman Jamie Hall agreed.

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On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, the expenditure to purchase a Generator for Highway was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

Councilman Chris Abraham announced that South Bristol is proud to announce that the playground has undergone a comprehensive transformation to provide a safe, enjoyable, and aesthetically pleasing space for families in the community. The renovation was made possible thanks to efforts from the town. Buildings and Grounds Committee, who oversaw the extensive renovation and to thank Jim Wight and the Highway Department for the work that they did to pull the equipment that was aging out, and replace the pressure-treated boards to retain the mulch, making it safe. And also heartfelt gratitude to former town councilperson Jim Strickland for his unwavering dedication and vision in championing the playground renovation and enduring its approval in the town budget. His commitment has played a key role in bringing this project to fruition. We are aiming for an August 8th celebration of the playground and town campus. More information will follow.

Supr. Lisa Moore said the Board already motioned to add \$2,500 to the playground budget. A resolution is in front of the Board for the transfer. The resolution just formalizes the motion that was passed at the last meeting.

On a motion made by Councilman Chris Abraham and seconded by Councilwoman Jamie Hall, Resolution No. 43-2026 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

RESOLUTION NO. 43-2026

AUTHORIZING A \$2,500.00 INCREASE IN THE APPROPRIATION FOR THE PLAYGROUND FOR FISCAL YEAR 2026

WHEREAS, a review of the current municipal budget indicates that an Unappropriated Unreserved Fund Balance exists within the General Fund; and

WHEREAS, the Playground located on the Town Hall campus requires additional funding to support the renovation and park maintenance; and

WHEREAS, pursuant to Town Law 112, the Town Board is authorized to increase by \$2,500.00 an existing appropriation for the Playground located on the Town Hall campus (AA7140.4) and that the \$2,500.00 amount is available for the financing thereof from the Unappropriated Fund Balance (AA5999.00); and

WHEREAS, this transfer is deemed necessary and in the best interest of the community to ensure the safety and continuity of the Playground;

NOW, THEREFORE, BE IT RESOLVED that the Board of the Town of South Bristol hereby increases the appropriation for the Playground and authorizes the transfer of \$2,500.00. So, do I have a motion to accept this resolution authorizing a \$2,500 increase in the appropriation for the playground for fiscal year 2026?

Account Description	Account Code	Debit	Credit
Unappropriated Fund Balance	A5999.00	\$2,500.00	
Playground Budget	A7410.4		\$2,500.00

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage and approval according to law.

Supr. Lisa Moore asked about air conditioning unit and what needs to happen.

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Councilman Chris Abraham mentioned that it is working, and we haven't got that third estimate, we thought a local HVAC person would show up, but they haven't. One HVAC had said it could be repaired for this year and will contact them.

- **IT**

Councilwoman Meg Fuller gave the IT report: This month has been the Wi-Fi saga in the Town Hall, which has been challenging. Both Empire and Skyport were consulted. A VPN cord has been installed as a backup for meetings. A new access point arrived and installed this morning. That will do two things. It will allow for more users on the system, if that was a part of the potential problem. We have more people using Wi-Fi at the same time and it also has a larger range and that should help. Skyport still has their logs on, so if there is an issue, they can look at their logs, they can see what systems might be failing.

Councilwoman Meg Fuller continued: The website transitioned from .org to .gov, so that's a part of that process that's been ongoing. Next up is email which could be this week or next.

We obtained licenses for the server project. That project will be completed off hours and on weekends. They will be working on one server at a time and schedule that out so it's not disruptive. Empire fixed the VPN at the highway building and that will allow for that server project to happen.

And then Diane and I went up to look at Bristol's scanner. We are not sure if that will work and will report back on that if there is something more.

- **Human Resources**

Councilwoman Jamie Hall explained that there is currently an employee out on disability and this transfer is to cover the cost of additional disability costs associated with that, which is something we couldn't have anticipated or budgeted for, given the nature of the disability. Funds were budgeted for a HSA for an employee who is no longer with us that will be used for this transfer. This is a resolution to make that transfer for his disability.

On a motion made by Councilwoman Meg Fuller and seconded by Councilman Stephen Cowley, Resolution No. 45-2026 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

RESOLUTION 44-2026

AUTHORIZING A \$2910.00 APPROPRIATION FOR DISABILITY INSURANCE FOR FISCAL YEAR 2026

WHEREAS, a review of the current municipal budget indicates that HSA (Health Spending Account) Funding exists within the AA Fund; and

WHEREAS, Disability Insurance requires funding to remediate an overage (that supports the recovery of an employee); and

WHEREAS, HSA (Health Spending Account) has an extra \$4000.00 budgeted for an employee that was not due (as the employee resigned); and

WHEREAS, pursuant to Town Law 112, the Town Board is authorized to increase by \$2910.00 an existing appropriation for Disability Insurance (AA9055.800.00) and that the \$2910.00 amount is available for the financing thereof from HSA (Health Spending Account) (AA.9060.801.00); and

WHEREAS, this transfer is deemed necessary;

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NOW, THEREFORE, BE IT RESOLVED that the Board of the Town of South Bristol hereby appropriates \$2,910.00 for Disability Insurance and authorizes the transfer of \$2910.00 from the HSA (Health Spending Account) Funding to Disability Insurance for the Fiscal Year 2026 budget:

Account Description	Account Code	Debit (Decrease)	Credit (Increase)
HSA (Health Spending Account) Funding	AA.9060.801.00	\$2,910.00	
Disability Insurance	AA9055.800.00		\$2,910.00

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage and approval according to law.

Supr. Lisa Moore mentioned that we had a request for our temporary committees to become standing committees. In doing research and working with our lawyer, this would require a resolution and also to formally update the municipality's governance documents. The other requirement as a standing committee is to have a charter. All three citizen committees have charters. Meetings will be publicly posted. The resolutions will be forthcoming.

Councilwoman Meg Fuller, wanted to put on the record, the minutes for those committees were just posted today. They were not publicly available until today. As I stated last month, I've enjoyed going and you mentioned that they have a declared purpose. Many of the committees right now are operating outside of the declared purpose. For example, the Finance Committee, which we're going to talk about, when they were created, they were created to look at the audit. The audit findings, grant opportunities and banking systems. Now the Finance Committee is working on policies, which is different from, what we decided originally. In this process of creating these new standing committees, I would really like to make sure that we go through, and we as a board, the five of us, discuss what goals we have from those committees, what we're looking for, so that we're all on the same page when they're created.

Supr. Lisa Moore agreed, I think we should update the charters certainly.

Councilwoman Meg Fuller continued, as also a part of that, we should have some sort of standard in terms of what the minutes and the report back to the board looks like. The committees are operating in their own capacity and want to make sure it's standardized so that everything is kind of flowing in the same system.

Citizen Committees/Standing Committees Update Reports

- **Parks, Recreation, and Beautification –**
 - Scenic Overlook
 - Resolution 45-2026 Authorizing up to \$45,000 Increase in the Appropriation for the Scenic Overlook for Fiscal Year 2026
 - Capital Improvement Plan for Scenic Overlook

Councilman Chris Abraham reported that the work continues and have had kinks to work out. Committee members Beth Fitch and, Jeff Liebentritt, as co-chairs of the Parks and Beautification group, are working out a single chair, representative for that group, and continuing to make recommendations on specific items the committee has been worked on over the past couple of months. We have moved along on the playground and you can see things are getting done.

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Supr. Lisa Moore mentioned that the committee is continuing to get estimates and landscaping designs for the Scenic Overlook. We are looking at turning the upgrade of the Scenic Overlook into a capital improvement program plan that will require a public hearing. That way we can have a multi-year plan, a goal that can be included in the budget every year. For this year, the goal is to re-pave the Overlook which has a pond in the parking lot.

Councilman Chris Abraham introduced Resolution No. 45-2026, and with, Supt. Jim Wight's assistance we've evaluated the square footage estimates and this resolution is to authorize up to \$45,000.00 which will increase the appropriation for the Scenic Overlook for fiscal year 2026 to take advantage of some of the paving that we need to do there.

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Stephen Cowley, Resolution No. 45-2026 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller, Hall & Abraham.

RESOLUTION 45-2026

AUTHORIZING UP TO \$45,000.00 INCREASE IN THE APPROPRIATION FOR THE SCENIC OVERLOOK FOR FISCAL YEAR 2026

WHEREAS, a review of the current municipal budget indicates that an Unappropriated Unreserved Fund Balance exists within the General Fund; and

WHEREAS, the Scenic Overlook requires additional funding to support the remediation of the parking lot; and

WHEREAS, pursuant to Town Law 112, the Town Board is authorized to increase by up to \$45,000.00 an existing appropriation for the Scenic Overlook (AA.7100.401.000) and that the \$45,000.00 amount is available for the financing thereof from the unappropriated unreserved fund balance (Unappropriated Unreserved Fund Balance, AA.5999.000.000); and

WHEREAS, this transfer is deemed necessary and in the best financial interest of the community to ensure the safety and continuity of the Scenic Overlook;

NOW, THEREFORE, BE IT RESOLVED that the Board of the Town of South Bristol hereby increases the appropriation for the Scenic Overlook and authorizes the transfer of \$45,000.00 from the Unappropriated Unreserved Fund Balance to the Scenic Overlook for the Fiscal Year 2026 budget:

Account Description	Account Code	Debit (Decrease)	Credit (Increase)
Unappropriated Unreserved Fund Balance	AA.5999.000.000	\$45,000.00	
Scenic Overlook Budget	AA.7100.401.000		\$45,000.00

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage and approval according to law.

- **Community Engagement:**

- Suggestion Box, Landfill Mailing & July Presentation

Councilwoman Jamie Hall reported that the next Community Conversation will piggyback on what Carla (Jordan) spoke about, and that is our upcoming panel discussion. The closing of the landfill is really encompassing conversation point and so the committee is excited to have that talk. Perhaps you were notified about it with a mailer which came at no additional cost to the town. We managed to get this paid-for through grants which also included, on the back, additional information about recycling to help divert as Carla spoke about.

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Another item that we did was install a suggestion box. We had some submissions, so we went through those submissions, and we used our suggestion box decision rubric to be able to put it into place, and to see it work in action. This allows any suggestions into an easy-to-follow system, so everybody could keep track of the suggestions we were getting and how to move forward. The committee can then get back to those residents who had submitted the suggestions.

We are moving forward on some of the 250th plans, so there are hopes for cotillions this fall, and a history and mystery tour, which you heard Beth talk about.

Councilwoman Meg Fuller asked, what's the recording process for when citizens send in suggestions? Is there a way that that is recorded, and how is that shared?

Councilwoman Jamie Hall answered, if something were to make it through the rubric test where it needs to be brought forward, it would be brought forward via the liaison. So, some of the resolutions, or some of the suggestions, basically, the rubric is designed to determine whether or not that suggestion makes it the next step forward.

Councilwoman Meg Fuller asked, is that rubric possible to be shared with the town board?

Councilwoman Jamie Hall answered, absolutely, it's a pretty standard system. It basically evaluates cost, impact to the town as a whole, complexity. Some of those issues have a ranking range to help give a category less subjectivity. But it's a pretty straightforward process for evaluation, unless the suggestion is more complicated, and then that would probably come right to the board if it were beyond the scope of committee engagement.

Councilwoman Meg Fuller continued, so the community engagement committee receives it, and then makes that decision, and it is just the committee that touches it.

Councilwoman Jamie Hall answered, yes, exactly. At least at that point, because they are the filter. The suggestion is actually coming to the community engagement group, and then from there.

Councilwoman Meg Fuller continued, I would suggest perhaps allowing the town board to have some input into what they consider to be important.

Councilwoman Jamie Hall agreed. That might be something that comes up as we make these standing committees as opposed to ad hoc committees because the essential part of the ad hoc committee was that it was going through that liaison. That was how the committee communicated with the board, but as we develop a charter, if they become a standing committee, it's a good idea.

- **Finance Committee**

- Resolution Fund Balance Policy
- Financial Disclosure/Conflict of Interest Update

Supr. Lisa Moore reported some of the things that we've done in the Finance Committee so far have been to review our investment policy and move over \$4.5 million into interest-bearing accounts. We could actually move more money than that into interest-bearing accounts, and we're working towards that. We drafted the RFP for the auditors, and we're now under audit. And we are currently conducting a top-to-bottom review of our financial policies and procedures, focusing on ethics, oversight, transparency, and fiscal responsibility. We have started this with adopting a fund balance policy that we're actually in compliance with. We're currently not in compliance with our own fund balance policy. Our current fund balance policy says that if we have more than 25% in our unappropriated, unreserved fund balance at the end of the year we are

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to spend it down. We have never done that. We have never had that behavior associated with the fund balance, so we are out of compliance with our fund balance policy. This resolution here replaces that old fund balance policy and creates a fund balance policy that is basically what we've been doing. We do not know what the future brings and if we go into an inflationary period or whether or not we're going to need an emergency fund. The policy makes it so that the board reviews the fund balance in a systematic way and as we do the budget at the end of the year, and then determine what we think is appropriate to have in that fund balance; an unappropriated, unreserved fund balance.

On a motion made by Councilman Chris Abraham and seconded by Councilwoman Jamie Hall to ACCEPT Resolution No. 46-2026, Adopting a Fund Balance Policy.

Councilwoman Meg Fuller said she had sent an email earlier, there's just a couple of things with it. The most important being, before we adopt the fund policy, we should have a report of where we are with our Fund balances, just so that we know when we're setting this range, which is 15% to 25%, and to review that before the vote on the policy. In the definitions, assigned in parentheses, restricted, which is already defined restricted, so you can't define it twice. In 5.1 section, unassigned fund balance target, it specifies 2027. We should probably make that language more general so that the policy can be updated every year. It's not specific to just next year. It's great that we're updating this, but we were just given this policy and we really haven't had a chance as a board to review it and provide comments. Some more time to review so that we could send you some of these small things to address and then voted on it. The Finance Committee must have had time to look at it. Are we working on version 2, or that we're all looking at the same version right now, because a couple different things were set out last week.

Councilman Stephen Cowley asked, Do you think that 15% to 25% is too low?

Councilwoman Meg Fuller answered, it needs to be looked at.

Supr. Lisa Moore noted that the unappropriated A fund is at 54%.

Councilwoman Meg Fuller asked for a report for everyone to see. At the meeting on Thursday Supr. Lisa Moore had said because we are a small municipality, sometimes having more makes sense, because things cost a lot of money. Being higher than 25% could make sense, and as a board and we make these decisions, to have all the information we need in order to be successful.

Supr. Lisa Moore said the information right now is that we're not in compliance with our Fund Balance Policy and this was an effort to make us in compliance.

Councilwoman Meg Fuller said, I think it's awesome but doesn't want to adopt something that has errors in it and hasn't been thought through.

Councilman Stephen Cowley: do it once. We've been out of compliance for a while and asked if there was anyone pressuring the Town to get this done?

Supr. Lisa Moore said no, not the Comptroller, although we have had a conversation and we have not been held to account.

Councilwoman Meg Fuller requested that the Resolution be tabled for next month. It makes sense to do it right and get it done. Thankful for the Finance Committee for taking the time to put this together; it's very thorough. We need to know what we are voting on.

The Board agreed.

Supr. Lisa Moore agreed, we want to make sure we're doing something that's in compliance, reflects our actual behavior, and what we want to happen for the town.

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Supr. Lisa Moore continued with the Financial Disclosure and spoke with the State Comptroller over the details of a 22-page statement. The State Comptroller agreed that we don't need that level of detail and need to have some of the highlights and main points simplified and we are working with me to put that into a 10-point, two-page plan of financial disclosure.

Announcements

- Department of Transportation Culvert Work on 21
- Oak Wilt Quarantine: No pruning/cutting Oak March to September (Finger Lakes Land Trust workshop video is available on the town website)
- Freedom Festival, Levi Corser Park, June 13-14
- Community Conversation: Landfill July 20, 2026, South Bristol Town Hall, 7pm
Sponsored by the Community Engagement Committee

ADJOURN: 7:35 p.m.

Respectfully submitted:

Judy Voss
South Bristol Town Clerk