

SOUTH BRISTOL TOWN BOARD SPECIAL MEETING

July 23, 2026

SPECIAL MEETING

Supr. Lisa Moore called the Special Meeting of the South Bristol Town Board called to order
July 23, 2026, at 11:00am.

PRESENT

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

ABSENT

Chris Abraham, Councilman

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Jonathan Heiderich, Chris Bennem

SPECIAL MEETING CALLED TO ORDER

Supr. Lisa Moore called the Special Meeting of the South Bristol Town Board to order.

Supr. Lisa Moore explained that the following resolutions are necessary for the grant applications being submitted by the Town.

On a motion made by Councilwoman Jamie Hall and seconded by Councilwoman Meg Fuller, Resolution No. 51-2026 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller & Hall.

RESOLUTION 51-2026

**RESOLUTION 51-2026 ADOPTING THE
TOWN OF SOUTH BRISTOL, NEW YORK,
GENDER-BASED VIOLENCE AND THE WORKPLACE POLICY**

WHEREAS, the Town/Village of South Bristol is committed to promoting the health, safety, and well-being of its workforce and recognizes that gender-based violence can impact an employee's physical and emotional safety, as well as their job performance and economic security; and

WHEREAS, the New York State Office for the Prevention of Domestic Violence (OPDV) has issued model policies emphasizing survivor-centered, trauma-informed, and culturally responsive responses to such issues in the workplace OPDV Model Policy Guidelines; and

WHEREAS, the Town Board seeks to formalize its commitment to preventing gender-based violence, prohibiting workplace retaliation against victims and survivors, and providing confidential support for affected employees;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of South Bristol hereby officially adopts the *Gender-Based Violence and the Workplace Policy*, annexed hereto and made a part of this Resolution; and

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BE IT FURTHER RESOLVED that this policy applies to all officials, employees, and volunteers of the Town of South Bristol, and strict confidentiality will be maintained regarding any employee seeking assistance under this policy; and

BE IT FURTHER RESOLVED that the Town of South Bristol prohibits discrimination and retaliation against any employee who identifies as a victim or survivor of gender-based violence; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption and that the Town Clerk is directed to distribute a copy of this policy to all current employees and ensure it is provided to all new hires and included in the Employee Handbook.

Dated: July 23, 2026

Moved By: Councilwoman Jamie Hall

Seconded By: Councilwoman Meg Fuller

Approved __4__ Aye __0__ Nay

On a motion made by Councilman Stephen Cowley and seconded by Councilwoman Jamie Hall, Resolution No. 52-2026 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller & Hall.

**TOWN OF SOUTH BRISTOL
RESOLUTION NO. 52 OF 2026
ESTABLISHING GENERAL RULES FOR TOWN ADVISORY COMMITTEES
THROUGH DECEMBER 31, 2026**

WHEREAS, the Town Board established the Finance Committee, Parks, Recreation and Beautification Committee, and Community Engagement Committee at its 2026 Organizational Meeting; and

WHEREAS, the Town Board wishes to clarify the structure, membership and advisory role of these committees for the remainder of 2026; and

WHEREAS, committees of the Town may only be established, continued, changed or dissolved through action of the Town Board;

NOW, THEREFORE, BE IT RESOLVED, that the Finance Committee, Parks, Recreation and Beautification Committee, and Community Engagement Committee shall continue through December 31, 2026, subject to the following:

1. **Advisory role.** Each committee shall serve in an advisory capacity to the Town Board. Final decisions and authority remain with the Town Board.
2. **Membership.** All committee members and Town Board liaisons shall be appointed or confirmed by the Town Board. A committee may recommend additional members, but no person shall become an official committee member without Town Board approval.
3. **Current membership list.** An updated list of the current members, chairs or co-chairs, and Town Board liaison for each committee shall be provided to the Town Board and formally confirmed.
4. **Year-end priorities.** Each committee shall review its original assignment and submit to the Town Board, no later than the September 2026 regular Town Board meeting, a short list of the work it proposes to accomplish through December 31, 2026.
5. **Board approval of priorities.** The proposed priorities shall be presented at the September 2026 regular Town Board meeting for review and approval by the Town Board. Once approved, each committee shall remain focused on those assignments through the end of the year unless otherwise directed by the Town Board.

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6. **Limits on authority.** Unless specifically authorized by the Town Board, a committee shall not:
 - Spend or commit Town funds.
 - Enter into an agreement on behalf of the Town.
 - Hire or retain a contractor or consultant.
 - Direct Town employees or departments.
 - Authorize work or changes to Town property.
 - Issue official statements on behalf of the Town.
 - Add official members or create additional subcommittees.
7. **Meetings and minutes.** Each committee shall keep a record of attendance and prepare minutes of every meeting. Minutes shall include the topics discussed, recommendations made and any votes taken.
8. **Posting of minutes.** Committee minutes shall be provided promptly to the Town Clerk or designated Town employee and posted on the Town website in a consistent location.
9. **Reports to the Town Board.** The Town Board liaison shall provide a brief update at regular Town Board meetings when the committee has met or has recommendations requiring Board consideration.
10. **December review.** Each committee shall provide a brief year-end report at or before the December 2026 Town Board meeting. The Town Board shall then review the work, membership, structure and future of the committees while preparing for the 2027 Organizational Meeting.

BE IT FURTHER RESOLVED, that these requirements shall remain in effect through December 31, 2026, unless amended by further action of the Town Board.

On a motion made by Councilwoman Jamie Hall and seconded by Councilwoman Meg Fuller, Resolution No. 53-2026 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Moore, Cowley, Fuller & Hall.

RESOLUTION 53-2026

RESOLUTION 53-2026 PROCLAIMING SUPPORT FOR AN “AGE-FRIENDLY SOUTH BRISTOL” INITIATIVE TO SUPPORT THE WELL-BEING OF COMMUNITY MEMBERS ACROSS THE LIFESPAN

WHEREAS, Age-Friendly Communities are great places to grow up and grow old and are well-designed, livable communities that promote health, sustain economic growth, and make for happier, healthier residents of all ages; and

WHEREAS, There are numerous social and economic benefits to building a community that is inclusive and meets the needs of residents and visitors of all ages, backgrounds and ability levels; and

WHEREAS, Age-Friendly Communities are defined by the World Health Organization (WHO) and the American Association of Retired People (AARP) as committed to improving their communities by addressing the 8 Domains of Livability: 1. Outdoor Spaces and Buildings; 2. Transportation; 3. Housing; 4. Social Participation; 5. Respect and Social Inclusion; 6. Civic Participation and Employment; 7. Communication and Information; 8. Community and Health Services; and

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WHEREAS, An Age-Friendly approach benefits multi-generations because safe healthy communities make it possible for young children and elders to navigate independently and this independence promotes active aging and healthy child development, but it also relieves the pressures of caregiving on other family members; and

WHEREAS, In 2017 New York became the first state in the nation to be designated an Age-Friendly state and is supporting communities around the state to be more Age-Friendly via a grants program; and

WHEREAS, Ontario County was one of the grant recipients and has used the grant to raise awareness and interest in Age-Friendly principles and create a collaboration of county and community partners to consider priorities and strategies to further the County's desire to be Age-Friendly; and

WHEREAS, The Age-Friendly initiative also aligns with the county's vision to be a "Vibrant Community Where Every Citizen has the Opportunity to be Healthy, Successful and Safe" and aligns with the NY Department of Health's Prevention Agenda, the Department of State's Smart Growth Agenda, and the Governor's Health Across All Policies Agenda; and

WHEREAS, Ontario County is experiencing an "aging boom" as the number of residents age 60 or older is expected to increase from 27% of the population in 2019 to 33% of the population in 2030. From 2010 to 2019 in Ontario County the number of residents age 60 to 74 increased by 4,657 and those age 75 and over increased by 900. From 2019 to 2030 in Ontario County the number of residents age 60 to 74 is expected to increase by 2,960 and those age 75 and over to increase by 6,364. (Source: 2010 U.S. Census, 2019 American Community Survey 5-Year Estimates, and NYSOFA Projections; and

WHEREAS, South Bristol's population reflects this demographic shift with a median age of 59.3 years and 48% of the population aged 60 and older (Source: Census Reporter; <https://censusreporter.org/profiles/06000US3606968660-south-bristol-town-ontario-county-ny/>); and

WHEREAS, South Bristol is already engaged in Age Friendly activities such as planning accessibility improvements at our town's iconic Scenic Overlook;

NOW, THEREFORE, BE IT RESOLVED, That the Town of South Bristol is committed to intentionally transforming the social and physical environments to support the health and well-being of community members across the lifespan and hereby declares our support for an Age-Friendly initiative in South Bristol that will enhance livability across the lifespan and support growing number of older adults; and

BE IT FURTHER RESOLVED, That the town will apply to join the AARP Network of Age-Friendly States and Communities; and

BE IT FURTHER RESOLVED, That the town commits to incorporating a community needs assessment as part of their forthcoming revision of the town's Comprehensive Plan; and

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BE IT FURTHER RESOLVED, That the town shall continue the steps in the AARP Age-Friendly Program Process (as detailed on <https://www.aarp.org/livable-communities/network-age-friendly-communities/info-2014/getting-started.html>) to support the aims and goals of ensuring that our community becomes more accessible and inclusive for residents of all ages; and

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

Motion made this 23rd day of July, 2026, for the Town Board of the Town of South Bristol to authorize the submission of an Environmental Protection Fund Grant application.

Moved By: Councilwoman Jamie Hall

Seconded By: Councilwoman Meg Fuller

Ayes: 4 Nays: 0

Result: Carried

Adjourn: 11:10 am

Respectfully Submitted,

Judy Voss

South Bristol Town Clerk