

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, September 15, 2014 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Carol L. Hannan, Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, Police Chief Daniel P. Varrenti, DPW Superintendent Harry G. Donahue, Building Inspector/Code Enforcement Officer David J. Miller, Jr., Attorney Daniel J. Mastrella, Esq.

EXCUSED: Trustee Valerie A. Ciciotti, Trustee John D. La Pierre

ALSO PRESENT: Terry Carbone, Mike Andriatch, Bill Marsaw, Melissa Kleehammer, Carl Gouveia, Linda Sanford, Lynne Gardner, Mary Marone, Joan Hamlin, Fred Webster

CALL TO ORDER / PLEDGE: Mayor Blackman called the meeting to order and led the Pledge of Allegiance.

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies

MISSION STATEMENT: "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

BROCKPORT HISTORICAL MOMENT: Trustee/Deputy Mayor Andrews shared the following:

A new school year has begun in Brockport since our last Board meeting. So, it may be appropriate to take a brief look at Brockport's school system during its first century. One of the few functions of the Town of Sweden after its 1814 formation was the provision of education for its children. It established eleven school districts. School No. 4, on the west side of Main Street near the center of the village, was the only one in the village. The schools seem to have been supported by the residents of each district, as the town appropriated no funds for them. Often, they met in private homes. Also, there were, occasionally, private schools in people's homes. In 1831, an "infant school", apparently for pre-school children, was founded by a committee of residents. Later, a system of three district schools was set up by the village. The west school was where Monika's Children's Playground is now. The east school was on the northwest corner of Park Avenue and Union Street and the north school was on Fayette Street opposite the end of Frazier Street. The north school building survives as a private residence. That system was replaced in 1915 when the Grammar School was built on the site of the west school to serve the entire village. Meanwhile, secondary education was provided by the Normal School as part of its teacher training program.

OATH OF OFFICE: none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARINGS: none

PUBLIC COMMENT:

- Terry Carbone introduced herself as the owner of 154 Erie Street in which her son resides, a 42 year educator, retired school superintendent and recently elected Brockport School Board member. She said she is here as a property owner with concern regarding 160 Erie Street which is student rental housing progressively getting worse. She is concerned with the dangerous level of overcrowding that could result in someone getting hurt or worse. Recently 98 young adults were observed leaving a party there. The home is only 1,200 square feet. She stopped in to see BI/CEO Miller today and it is on his radar. She met with University Police Chief Kehoe and was told it is an illegal fraternity house – the "Delts". She met with Brockport Police Sergeant Mesiti in Chief Varrenti's absence. It appears youth in the area are being charged to get in the door at this house. They are likely underage and may not even be in College. She said some of the tenants may not even be College students. She said while she is not speaking as a School Board member, she feels she has a responsibility in that capacity as a mandated reporter. She is concerned not only for those attending the parties but for officials or emergency responders that might have to respond as the overcrowding could cause the back porch to collapse. Windows were boarded up with cardboard. She said she learned that the certificate of occupancy has a year and a half left on its 3 year issue. She said she believes most rental property owners try to take care of and keep track of their properties, but some don't.

Chief Varrenti asked if 911 was called. She said yes. He said then there is a record of the call and the Police response. He said he would be happy to meet with her regarding this.

GUESTS:

- Mike Andriatch – SUNY College at Brockport – Saturday, 9/20 College homecoming fireworks consent – Mike Andriatch was in attendance representing Kerry Gotham. He referred to the materials submitted and shared that the previously approved parade leads to the Courage Bowl with proceeds going to Camp Good Days and Special Times. They anticipate 8,000 to 10,000 at the game. There will be students, family, friends and alumni. They have contracted with Young Explosives for fireworks after the game in an open area at approximately 9pm for 15 minutes or so. The Village Code requires that organizations get the consent of the Village Board for fireworks.

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 to give consent to fireworks after the Homecoming Weekend Courage Bowl events the evening of Saturday, September 20th, 2014.

- Brian Winant – Stetson Club – Sunday, 12/7 parade/street closure application & fireworks consent – Brian Winant was not in attendance. Clerk Morelli referred to the materials in the packet for approval of the annual holiday of lights parade and fireworks afterwards.

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to approve the parade/procession application giving local endorsement of the closure of Main Street (NYS Route 19) from East/West Avenues to State/Erie Streets from 5pm to 7pm Sunday, December 7th, 2014 and to give consent to fireworks after the parade.

The Stetson Club is to utilize the Village's letter to accompany its NYSDOT special permit application and copy Clerk Morelli on it, on the approval once received, and on the Young Explosives paperwork.

- Bill Marsaw – Wildflower Productions – 10/7-11/8 TBD to film – application sidewalk & possible street closure – Bill Marsaw of Faith Street Films referred to King's Faith, a film released nationwide in 2013. He is the Location Manager for Wildflower, a film to use Brockport and Spencerport as possible filming locations. During the filming they would make every effort to be respectful of the community and neighborhood and keep inconvenience to a minimum. They would notify business or property owners as far in advance as possible. They are considering shooting from the sidewalk on Main Street in the historic commercial district and possibly from the street on Erie Street, just off Main Street, and a one-block area of Monroe Avenue/College Street area as well as a few private homes in the Village.

Mayor Blackman asked how many days they anticipate filming here. The Production Manager said it is hard to say as filming is so start and stop. Most filming from the sidewalk would be daytime. The filming from and in the street would be at nighttime. She said they would work with the Police Department and take all safety precautions. There is a scene involving a car stunt that would benefit from Police assistance. The tentative schedule is Thursday, 10/23 6pm to 6am or 10pm to 10am – contingent on weather.

Mayor Blackman said the Village has been utilized for other films previously and caused no real problems.

Chief Varrenti said he'd like to meet with the applicants and sign off on any need for Police. He said he does not want to have a liability situation if the on-duty officers are tied up on calls for service and can't be at the film location. It may require assigning officers to the film location which may necessitate overtime costs.

Mayor Blackman asked if the film company would be willing to reimburse any possible police overtime costs. The Production Manager said she can take that back to the Line Producer to work into the budget. It is not uncommon.

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 to consent to filming in the Village of Brockport between October 7th and November 8th – exact date(s) to be determined and exact Village streets and sidewalks to be determined. Consent is contingent upon review and approval of Police Chief Varrenti.

Closure of Main Street is not part of the approval as it is NYS Route 19 and would require a special permit from NYS DOT for such. The reimbursement of any possible police overtime costs was agreed upon.

- Melissa Kleehammer – 1) Mind/Body/Bliss event Saturday, 10/11 2) possible rooftop yoga – Melissa Kleehammer introduced herself as the owner of Beyond Yoga in the Village. She previously met with Mayor Blackman on her concept which is now coming to fruition. She

shared that she is planning an event called Mind, Body, Bliss for Saturday, 10/11 from Noon to 5pm along the Canal. This is a way to bring together people and therapies on the west side of Rochester that offer the mind/body connection so many search for. There will be vendors regarding movement, meditation, aromatherapy, music, spirituality, massage, acupuncture, herbs, natural foods and retreats.

M. Kleehammer said her other possible future idea is to offer rooftop yoga. It has been done successfully elsewhere. She contacted Jason Graham who owns a building by the canal that is having its roof redone. They still need to check on insurance for such and get more information from cities that do this.

BI/CEO Miller said safety is, of course, a huge concern. Many factors will come into play such as height, roof load, egress, railing needs and such. It will involve checking State codes. He suggested she gather more information and contact him before making any plans. She agreed.

- Carl Gouveia, Library Director – Proposed 2015 Seymour Library budget -

First, Director Gouveia shared from Abby DeVuyst “that the Seymour Library is participating in a national program called “Outside the Lines” this week. It encourages us to reconnect with the community in a different kind of way and reintroduces patrons to the library. As part of that effort we were hoping to take several of their donated books, wrap them up as gifts, and hide them around downtown Brockport for people to find. Our one concern was that there is a slim possibility that people would see the packages, and be concerned that they were abandoned and possibly dangerous. We wanted to alert the village, and ask for permission to hide the books. They would all have clear markings indicating they are from the Seymour Library, and I am including a picture of how they will look. There would be a total of 20 books hidden and it would only be for September 16th-September 21st. Director Gouveia showed a sample of the wrapped book. It is a gift that does not have to be returned to the library.

Chief Varrenti said it is a shame we now live in a world where we become suspicious of unattended packages. He is glad to see they are clearly marked as to the contents.

Director Gouveia shared a Power Point presentation (attached at the end of these minutes) on the proposed 2015 Seymour Library budget.

Trustee Andrews questioned the percentage of reserves proposed to be used not including the Shafer Trust. Director Gouveia said 10% of the \$700,000.

Trustee Andrews inquired as to the status of the proposed Library District formation. Director Gouveia said they are still interested in pursuing. Although municipal boards approval is not required it is preferred. They are still hopeful.

Mayor Blackman asked when a response is needed on the proposed budget. Director Gouveia said it has now been presented to all three municipal boards. The Town Boards hold their 2015 budget hearings in October.

Mayor Blackman noticed nothing budgeted for “holds and reservations”. Director Gouveia said when they increased those fees, less came in. They are trying a 4-month period of free holds September-December and will see if the trial helps with circulation.

Trustee Andrews said the distribution of the budget is based on population. He encouraged using the most recent census numbers (2010). Mayor Blackman concurred as it is laid out in the joint municipal agreement and should be made a priority. Director Gouveia said it would be helpful to meet with the Mayor and Supervisors on this.

Trustee Hannan inquired as to whether figures exist as to daily library attendance without special events or programs – simply day to day usage of the library. Director Gouveia said the laser beam tracks entrance into the library, but doesn’t separate out special events. He’ll see what he can compile.

Trustee Andrews noticed nothing budgeted for “gifts and donations”. He referred to Brad Alexander’s annual donation. Director Gouveia said he has not donated since mid-2013. He does so as he is able. Library Board member Lynne Gardner said the gifts and donations line can’t be counted on. One wouldn’t want to pay salaries or utilities from such.

Mayor Blackman asked about the annual After Hours at the Library fundraiser. Director Gouveia said this year’s event’s proceeds will go towards expanding the local history room. State funds will pay 75% of construction and equipment costs based on how many school

children receive free or reduced lunches. The remaining 25% will come from the After Hours proceeds. He said Library Board member Mary Marone is working with an architect to oversee the project. Mayor Blackman asked if the After Hours proceeds are factored into the budget. Director Gouveia said no.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Mayor Blackman seconded, carried 3/0 that the minutes of the 8/18/14, 8/28/14, 9/4/14 meetings be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>	
FUND (A): <u>General</u>	9/15/14	\$60,176.27	
FUND (F): <u>Water</u>	9/15/14	\$41,730.75	
FUND (G): <u>Sewer</u>	9/15/14	\$549.98	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
			\$102,457.00 grand total

CLERK REPORT: Clerk – Leslie Ann Morelli

- o Tax collection update - Clerk Morelli reported tax collection at 96% to date. She sent delinquent notices to the owners of 92 properties in early September.

- o Local Law #3-2014 filing notice –

VILLAGE OF BROCKPORT
NOTICE OF ENACTMENT OF LOCAL LAW
LOCAL LAW FILING

PLEASE TAKE NOTICE THAT the following Local Law was adopted by the Village Board, filed with the Secretary of State, State of New York and proof of filing has been received. Said local law is in full force and effect in the Village of Brockport.

- Local Law # 3 of 2014 – to provide for the codification of the local laws, ordinances and certain resolutions of the Village of Brockport into municipal code to be designated the “Code of the Village of Brockport” - was adopted by the Village Board 8/18/14, filed 8/28/14, filing date 9/5/14, proof of filing received 9/10/14.

WHEREAS notice of public hearing was duly given and said hearing duly held on the 18th day of August, 2014 to consider the enactment of the local law described below;

NOW, THEREFORE, PLEASE TAKE NOTICE that, after due consideration and deliberation, the Board of Trustees of the Village of Brockport duly enacted said local law on the 18th day of August, 2014, and said local law and the Code adopted thereby shall be in full force and effect as provided by law upon the filing of a copy of this local law with the Secretary of State. The local law enacted is entitled and described as follows:

LOCAL LAW NO. 3-2014

A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS, ORDINANCES AND CERTAIN RESOLUTIONS OF THE VILLAGE OF BROCKPORT INTO A MUNICIPAL CODE TO BE DESIGNATED THE “CODE OF THE VILLAGE OF BROCKPORT”

This local law:

- (1) States the legislative intent of the Board of Trustees in adopting the Code.
- (2) Provides for the designation of the local laws, ordinances and certain resolutions of the Village of Brockport as the “Code of the Village of Brockport.”
- (3) Repeals local laws and ordinances of a general and permanent nature not included in the Code, except as provided.

- (4) Saves from repeal certain local laws and ordinances and designates certain matters not affected by repeal.
- (5) Retains the meaning and intent of previously adopted legislation.
- (6) Provides for the filing of a copy of the Code in the Village Clerk's office.
- (7) Provides for certain changes in or additions to the Code.
- (8) Prescribes the manner in which amendments and new legislation are to be incorporated into the Code.
- (9) Requires that Code books be kept up-to-date.
- (10) Provides for the sale of Code books by the village and the supplementation thereof.
- (11) Prohibits tampering with Code books, with offenses punishable by a fine of not more than \$250 or by imprisonment for not more than 15 days, or both.
- (12) Establishes severability provisions with respect to the Code generally.
- (13) Provides that the local law will be included in the Code as Chapter 1, Article I.

BY ORDER OF THE BOARD OF TRUSTEES
VILLAGE OF BROCKPORT

LESLIE ANN MORELLI
VILLAGE CLERK

The Village Code is available for review at the Village Clerk's Office and on the Village website: www.brockportny.org and from www.GeneralCode.com under electronic codes on line eCode 360 library or www.ecode360.com/BRO227.

o Temporary street closure notices re 9/20 College parade and 9/27 High School parade – Clerk Morelli referred to the notices in the packet. These were sent to property owners affected by the upcoming parades.

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)
 - o Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 8/31/14 – Treasurer Hendricks referred

to the reports included in the packet. As it is early in the fiscal year, there is nothing of concern at this point.

- Budget Transfers & Budget Amendments –

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to authorize the following budget amendments and transfers:

Amendments

Account #	Description	Amount	
	Purpose		
A7470.4000	NY Main Street Grant – Building Renovations	\$168,600	(1)
A7470.4001	NY Main Street - Streetscape	\$6,400.00	(1)
A7470.4002	NY Main Street - Administration	\$15,000.00	(1)
A7470.4003	NY Main Street – Soft costs	\$10,000.00	(1)
A4089.4002	NY Main Street Grant – Revenues	\$200,000.00	(2)

(1) Expenditures associated with New York Main Street Grant

(2) Revenues associated with New York Main Street Grant

Transfers

Account #	From	Account #	To	Amount	Explanation of Transfer
A1990.4000	Contingency	A3120.2010	Police - Vehicles	\$71.00	(1)

A1990.4000	Contingency	A3120.4000	Police – Contractual	\$1,805.00	(2)
A1990.4000	Contingency	A3120.4031	Police – Fleet repairs	\$200.00	(3)
A1990.4000	Contingency	A3620.4030	Computer Supplies	\$150.00	(4)

- (1) Cost exceeded budget estimate
- (2) Tuition reimbursement per Stetson Club contract
- (3) Cost exceeded budget estimate
- (4) Computer supplies

- A.U.D. for FYE 5/31/14 & filing notice – Treasurer Hendricks referred to the AUD for fiscal year ended 5/31/14 included in the packet.

VILLAGE OF BROCKPORT
ANNUAL FINANCIAL REPORT
UPDATE DOCUMENT
FOR FISCAL YEAR ENDED 05/31/14

PLEASE TAKE NOTICE that the Village Treasurer has filed the annual financial report update document (AUD) for the Village of Brockport for the fiscal year ended 05/31/14, with the Office of the New York State Comptroller, the Village’s external auditors, the Village Board and Village Clerk. Said report will be posted to the Village website at www.brockportny.org and may be examined at Village Hall during regular business hours.

Leslie Ann Morelli
Village Clerk
Village of Brockport

- External audit for FYE 5/31/13 & 5/31/14 – status update – Treasurer Hendricks said the financial software has some quirks that he is working on with the vendor. Once resolved, the external audit can come to conclusion.

- Standard & Poors Rating – Treasurer Hendricks shared that he received word from Standard and Poors that the Village has an “A” rating. This is a good thing.

Trustee Andrews said if there is an A+ rating, the Village should work toward it.

- Building / Zoning / Code Enforcement – BI/CEO David J. Miller, Jr.
 - Update – BI/CEO Miller reported on recent exterior property maintenance inspections having been completed. Once he compiles the data he will report on the numbers.
 - Residential Rental Registrations – BI/CEO Miller reported that letters & RRR application forms went out before 8/15 and were due back by 9/15, today. The office was very busy with last minute submissions today. Of the 132 expired C of O’s, 87 are in process. The remaining 45 will receive phone calls this week and then notices to be posted on properties. Those that didn’t respond by 9/15 fall under the new fee schedule.

Trustee Andrews asked what deadline the remaining 45 with expired C of O’s will be held to.

BI/CEO Miller said maybe another month. It is a learning curve as to the time needed to do the inspections. Overall, he said he is very pleased at how far the department has come in a short period of time. He is pleased with the 2 part time BI/CEO’s and commends the extra effort and additional hours Pam Krahe has put in. He said as of 8/1 the department has generated \$3,517 in Building Permit and C of O fees. RRR fees started coming in after 8/15.

- Police – Police Chief Daniel P. Varrenti
 - 2014 2nd Quarter Report – Chief Varrenti referred to the report distributed.
 - Overtime Report - Chief Varrenti distributed and reviewed the overtime report of pay periods from 8/10/14 to 8/23/14 which show 134 total overtime hours 80.5 of which are grant and backfilling & 8/24/14 to 9/6/14 which show 155 total overtime hours 86 of which are grant and backfilling. He said overtime will continue to decline as the department gets to full staffing. It reflects being short staffed due to 2 retirements and 1 maternity leave. The employees are numbered 1-14. He is #12 so his shows no overtime. The reason codes are numbered 1-36 with grant and backfilling hours in yellow and then subtracted. He said he is very comfortable with the direction overtime is headed.
 - New Officers – Chief Varrenti thanked the Board for approving and Mayor and Clerk for the hiring letters for the 3 new hires. C. Brady started 9/9 and E. Cave & G. Catlin

started the Academy 9/10. They've filed their oath of office with Clerk Morelli. He recommends a ceremonial swearing in at a future Village Board meeting after they complete their FTO.

Chief Varrenti said their first days included attending the funeral of Rochester Police Officer D. Pierson. He mentioned that Brockport Police Department was well represented there and no officer put in overtime for it.

- o Public Works – Superintendent Harry G. Donahue
 - Announce fall water main flushing – Spt. Donahue announced the following:

*VILLAGE OF BROCKPORT RESIDENTS
PLEASE TAKE NOTICE
WATER MAIN FLUSHING
October 13-15, 2014*

As part of our routine maintenance of the water distribution system in the Village, Department of Public Works crew will be flushing water mains on **October 13-15, 2014**. We do this periodically to clean the mains and flush out sediment accumulations that may settle out in the mains. The flushing will ensure that you have a safe and healthy supply of drinking water.

Flushing operations will be conducted between 9:00am and 1:00pm as follows:

Monday, October 13, 2014:
North of the canal

All hydrants East and West of North Main Street (NYS Route 19)

Tuesday, October 14, 2014:
South of the canal

All hydrants East of Main Street (NYS Route 19)

Wednesday, October 15, 2014:
South of the canal

All hydrants West of Main Street (NYS Route 19)

During flushing you may see some cloudiness or color in the water. Please do not use any unnecessary water during this period. The flushing may cause the water to become “cloudy” or “discolored”. While the water will be safe to drink, we suggest that you do not wash clothes if you notice the water is discolored.

If you have any questions, or **ANYONE ON A KIDNEY DIALYSIS MACHINE**, please call the Department of Public Works at 637-1060 Monday-Friday between 7:00am and 3:30pm.

Harry Donahue
Superintendent of Public Works

- Announce fall brush & leaf pickup – Spt. Donahue announced the following:

*VILLAGE OF BROCKPORT RESIDENTS
PLEASE TAKE NOTICE
FINAL BRUSH PICKUP
Fall 2014*

FINAL BRUSH PICKUP for the 2014 season is Monday, October 27, 2014.

Your Department of Public Works crew will be around to make the **FINAL** routine pickup of brush on Monday, October 27, 2014. This service ends for the season due to leaf pickup and preparation for winter operations.

After this date, you must make your own arrangements to dispose of any brush from your property. As long as workload permits and equipment is available, we will continue our policy of leaving a 1-ton truck overnight for those who wish to load their own. You must call the DPW and make special arrangements for this service.

Only BRUSH will be picked up at this time. No other materials will be collected. **You must have any brush that you want picked up placed at the curb on Saturday, October 25th or Sunday, October 26th only. Do not put anything in the road.**

Do not wait until you see us in the area before placing brush at the curb.
We will only be making one pass around the Village.

If you have any questions, please call the Department of Public Works at (585) 637-1060
Monday – Friday between 7:00 A.M. and 3:30 P.M.

Harry Donahue
Superintendent of Public Works

▪ Street Sweeper – Trustee Hannan said she's noticed repair bills for the street sweeper and asked how old it is and if replacement is anticipated. Spt. Donahue said about 12 years old. He said they've put a good amount of work into it, but it's holding up. It's used a lot. He said the Village of Spencerport has one even older that was a model better but theirs has less wear and tear on it. Trustee Hannan asked if this is a piece of equipment that could be shared with other municipalities – possibly eligible for a shared services grant. Spt. Donahue said he would not be inclined to share this piece of equipment as it is used so much and can be needed on a moment's notice as it cleans catch basins. However, sharing the sewer camera with the Villages of Spencerport and Hilton has proved worthwhile and cost effective.

• **PERSONNEL ITEMS:**

- Accept resignation of Hanny Heyen from Tree Board –

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to accept, with regret and thanks for her service, the resignation of Hannelore G. Heyen from the Tree Board.

- Part Time Clerks to Village Justices – appointment per Justices –

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to accept the recommendation of Village Justices William G. Andrews, Jr. and Kent R. Blair as to the hiring of Lynette C. Lemcke and Corey L. Stepanek as Part Time Clerks to the Village Justices.

L. Lemcke has been assigned to Justice Andrews and her pay rate will be \$15 per hour.
C. Stepanek has been assigned to Justice Blair and her pay rate will be \$13.50 per hour.

These are appointed part time positions, 20 hours per week, not to exceed 40 hours within a two-week pay period. No benefits.

They will be attending the 9/28 to 10/1 New York State Association of Magistrates Court Clerks training in Albany. They will file their oath of office with Clerk Morelli and be ceremonially sworn in at the 10/20 Village Board meeting.

- Board/Committee/Volunteer vacancies – appointment of some – application deadline Noon 9/19 –

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 to accept the recommendation of the current ELK Museum Board members and appoint as follows:

Patricia O'Brien as a Board member - term to 6/30/15
Mark Rice as a Board member – term to 6/30/16
Pam Ketchum as a Board member – term to 6/30/17

Linda MacLennan as a volunteer
Christine Maxfield as a volunteer

- Public Information Officer for purposes of Emergency Operating Plan – Mayor's appointment – Mayor Blackman announced her appointment of Robert Duff as Public Information Officer for the purposes of the Emergency Operating Plan.

• **OLD or NEW BUSINESS:**

- Award sale via Auctions International results – miscellaneous DPW equipment -

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to accept the top bid of \$510 with runner up bids of \$500 and \$500 should that fall through for the Thermal Dynamics plasma cutter and the top bid of \$42.50 with runner up bids of \$40 and \$40 should that fall through for the Yale chain falls.

- Authorize purchase of new backhoe per Caterpillar annual agreement – \$6,818 from Water Fund – Spt. Donahue shared that this piece of equipment is part way through a 7 year agreement to replace it each year at \$10/hour and any emissions price increase (none this time). They take away the old and replace it with a new one. It will cost \$6,818 from the Water Fund. Purchasing a new one on state bid would cost \$92,000. This agreement has worked well.

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to authorize the purchase of a new backhoe per the Caterpillar annual agreement – at a cost of \$6,818 from the Water Fund.

- Further steps re water main easement for Brockport Fire District re 80 Owens Road – Spt. Donahue said he was contacted about possible further steps needed. Village Attorney Mastrella shared that he reviewed this and the 4/21/14 Village Board resolution accepting the easement does so in accordance with the terms and conditions contained in such instrument. The instrument itself states “The water line installed on the property of the owner shall be and remain the property of the Village...” As such, the prior resolution covers the issue and we have accepted and acknowledged ownership. Attorney Mastrella said he does not believe any further action by the Village Board is necessary.

Trustee Andrews asked if the water is in use yet. Spt. Donahue said no, not until County water samples are done. Apparently there are also other issues with the building.

- Potential abandonment of NYSCC surplus parcel at Fayette & Lyman & potential Village use – Spt. Donahue referred to a pie-shaped piece of property at Fayette and Lyman Streets owned by NYSCC. The Village inquired as to its maintenance. NYSCC recommends going through the permit process, rather than the gifting process, as there is less involved. Then the Village will be able to maintain and utilize it.

Trustee Andrews asked how we would get to it. Spt. Donahue said from the Lyman Street side. Brush and scraggly trees can be cleared out and mowing could be done. It will improve the spot.

Mayor Blackman said an adjoining property is concerned about drainage.

Trustee Andrews suggested the piece be added to the adjoining property. Spt. Donahue said he was advised that there is quite a bit involved to handle it that way.

- Local Law – cable television franchise agreement with Time Warner Cable – decision within 62 days of 8/18 hearing – Village Attorney Mastrella said he spoke with a rep from Computel who does audits on behalf of municipalities regarding utilities. The rep reviewed the proposed franchise agreement and said a number of changes should be made to the Village’s benefit. He will look into this further. He may advise the Village Board to reject the proposed agreement and authorize renegotiating it.

- Grant – CDBG approved application to fund \$34,750 for West Avenue water main replacement Phase I – Mayor Blackman reported that the Village received correspondence indicating we will be awarded \$34,750 for the West Avenue Watermain Replacement – Phase I.

- Grant – RACF denied application to fund Sagawa Park fence mural – Mayor Blackman reported that the Village received correspondence indicating the application to fund a Sagawa Park fence mural was denied. There may be other opportunities.

- Authorize Mayor to attend 9/22 sessions of 2014 NYS Canal Conference – Geneva –

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 to authorize the Mayor to attend the 9/22 sessions of the 2014 NYS Canal Conference in Geneva, NY at a cost of \$195 for the registration fee.

- Authorize DPW Spt. to attend 10/20-10/22 NYCOM Public Works Training School – Saratoga Springs –

→ Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 to authorize DPW Spt. Donahue to attend the 10/20-10/22 NYCOM Public Works Training School in Saratoga Springs, NY.

The Board will expect a report of sessions attended and sharing of pertinent materials.

- o Cancel 9/22 Village Board work session –

→ Trustee Andrews moved, Trustee Hannan seconded, carried 3/0 to cancel the 9/22 Village Board work session.

VILLAGE OF BROCKPORT
NOTICE

Please take notice that the 7pm, Monday, September 22, 2014 work session of the Village Board has been cancelled. The Village Board meeting schedule resumes with the 7pm, Monday, October 6, 2014 meeting.

Leslie Ann Morelli
Village Clerk
Village of Brockport

- o DPW – 38 East Avenue - strip of land – Spt. Donahue said this was not placed on the agenda, but asked for Board action.

→ Mayor Blackman moved, Trustee Hannan seconded, carried 3/0 to license Monroe County to use for its communications tower an additional 5' x 40' strip of land at DPW at 38 East Avenue per the survey map of CHA.

VILLAGE BOARD REPORTS:

- o Mayor Margaret B. Blackman

- College – Mayor Blackman shared that she and Trustee Andrews met with Dave Mihalyov, Chief Communications Officer for the College. She and Trustee Andrews stressed the importance of a more robust and meaningful partnership between the Village and the College. The College can do more to promote the community to faculty and staff as a place to live, form a Town/Gown committee at a higher administrative level, and make a priority for the new College President hire be someone with a vision for such partnerships.

- GTC Genesee Transportation Council – BATP Brockport Area Transportation Plan - Mayor Blackman shared that the evaluation committee met with the firm it selected and the steering committee will have its first meeting with them on 9/23. It is comprised of representatives from the community, college, school district, Walk Bike Brockport Action Group, NYSDOT, DPW Spt. and her.

- Village Court – Mayor Blackman reported that the Village Board held a special meeting 9/4 in which it voted to pursue a one-year lease of 52 State Street at \$950 per month for Village Court. This is contingent upon the appropriate State representatives conducting a security inspection of the property as well as of Village Hall as an alternative. That inspection will take place 9/19 at 1pm.

- Website Re-design – Mayor Blackman reminded Trustee Andrews, Clerk Morelli, Treasurer Hendricks, DPW Spt. Donahue and BI/CEO Miller that she needs their review of their current web pages and suggestions for their new web pages to represent their departments/offices. She said Clerk Morelli was the only one who reached out to her to indicate difficulty in meeting the deadline and that she would bump it up on her priority list of work to be done.

- Tree Re-inventory – Mayor Blackman said the tree re-inventory has been completed. It includes 69 trees needing to be removed by National Grid due to their tree trimming massacre.

- Videography - Mayor Blackman said she is working on solving the interruption in Village Board meeting video recordings. The eventual goal is availability from the new Village website, but she realizes some count on it being broadcast on television government channel 12.

- o Trustee/Deputy Mayor William G. Andrews

- College – Trustee Andrews mentioned having attended the meeting with Mayor Blackman about improving town/gown relations.

- Town Boards - Trustee Andrews mentioned having attended recent meetings of the Sweden and Clarkson Town Boards.

- ELK Museum Board & Brockport Community Museum Board – Trustee

Andrews mentioned having attended recent meetings of these Boards as well as helping to inventory the display cases whose items belong to the ELK Museum. Norm Frisch is photographing the items.

- Historic Preservation Board - Trustee Andrews mentioned having met with Cynthia Howk of the Landmark Society and that the nomination of the High Street Cemetery

is nearing completion. He said she seems confident it will be accepted as an early settlement cemetery. It is even older than Mt. Hope Cemetery in Rochester.

- GBDC - Trustee Andrews mentioned having attended a recent meeting of the GBDC.

- Town of Sweden Bicentennial Committee – Trustee Andrews mentioned having attended a recent meeting of this committee and announced upcoming events including a barn tour.

- 9/11 ceremonies - Trustee Andrews mentioned having attended the morning and evening 9/11 ceremonies.

- Isaiah House – Trustee Andrews mentioned having attended a recent gala to benefit this hospice house.

- Trustee Valerie A. Ciciotti (excused)

-

- Trustee Carol L. Hannan

- Code Review Committee – Trustee Hannan shared that the CRC reappointed Art Appleby as Chair and appointed Dan Donovan as Vice Chair. Their next project is to begin to tackle the review of Chapter 58-Zoning, which is the largest chapter in the Village Code.

- Historic Preservation Board – Trustee Hannan shared that some of the houses in the proposed residential historic district (State Street/Park Avenue...) have had changes made to them that will make them ineligible. These include replacement windows, siding, and additions of varying configurations making them too far departed from their original look.

Trustee Andrews said this has been discussed with Bero. It goes to SHPO then to a National Review Committee. Hartwell Hall was turned down due to new windows and renovations.

- Trustee John D. La Pierre (excused)

-

ADJOURNMENT:

→ At 8:55pm, Trustee Hannan moved, Trustee Andrews seconded, carried 3/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk

Seymour Library

2015 Projected Budget

Why do you contribute to the Seymour Library?



2,302
kids in
July

Why do you contribute to the Seymour Library?



1,346
Teens
in July

Why do you contribute to the Seymour Library?



210 people
in July

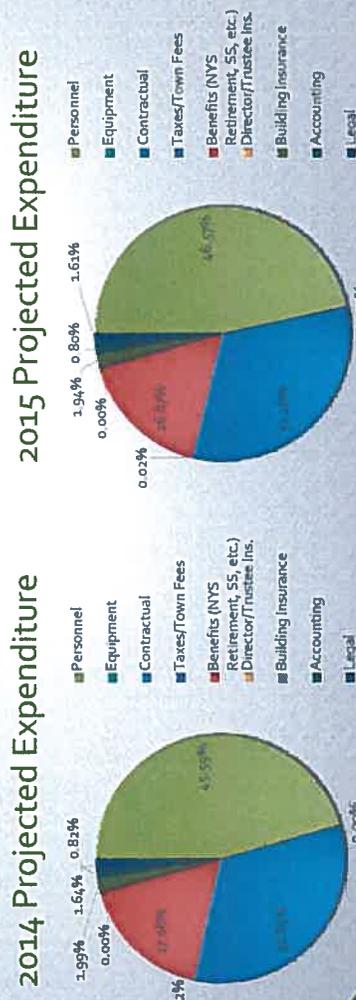
Why do you contribute to the Seymour Library?

- 13,865 Registered Library Card Users out of 20,911 Residents
- Libraries have the highest approval rating in America at 94% (PEW Research)
- Seymour Library is the heart of Brockport, Clarkson, and Sweden
- Does any other "line item" have as large or as positive point-of-contact with the citizens of our community as the Seymour Library?
- Does any other "line item" have as broad of a demographic as the Seymour Library?
- Does any other "line item" create as much good-will as the Seymour Library?
- Does any other "line item" do as much good for the community as the Seymour Library?

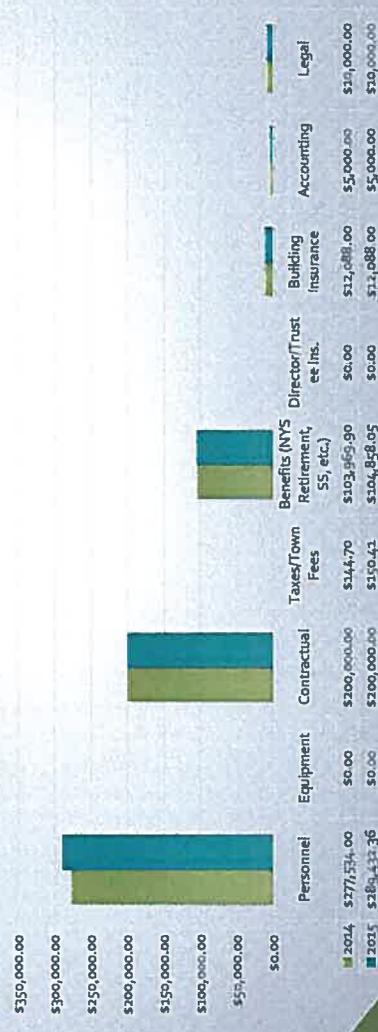
Why do you contribute to a public library?



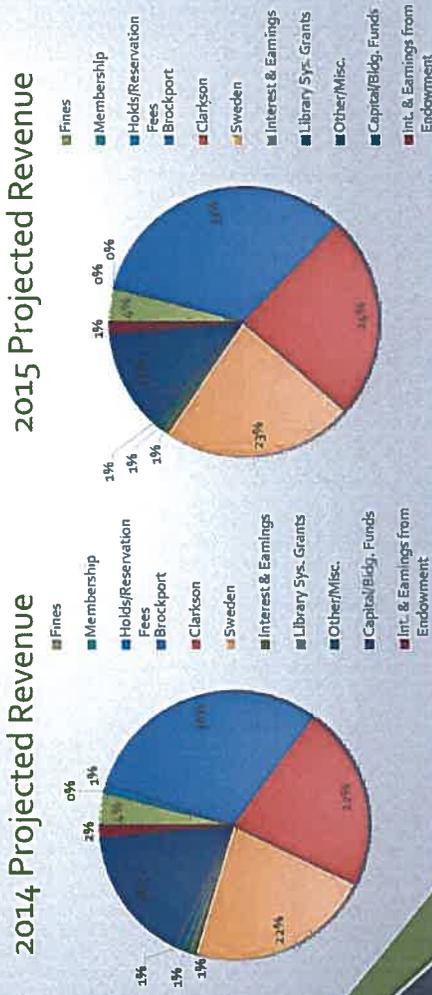
Seymour Library Expenditure



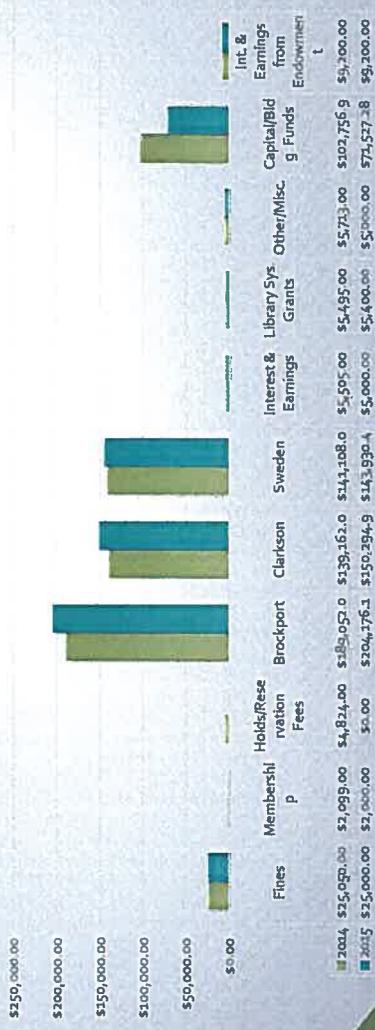
Seymour Library Expenditure 2014 to 2015 Comparison



Seymour Library Revenue



Seymour Library Revenue 2014 to 2015 Comparison



Village of Brockport

Requested 2015 Contribution as part of 2014 Village Budget



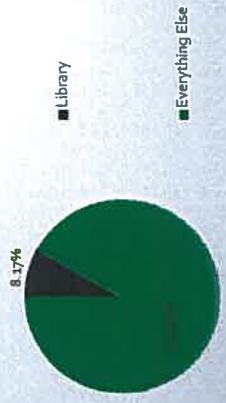
Requested 2015 Contribution as part of 2014 Town Budget



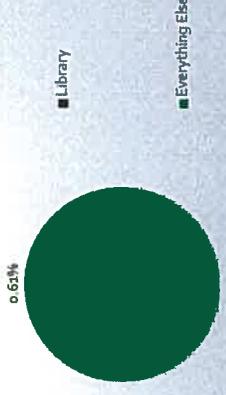
**Library is budgeted for \$2,037 more than received

Town of Clarkson

Requested 2015 Contribution as part of 2014 Town Budget



Requested Increase of 8%** as part of 2014 Town Budget



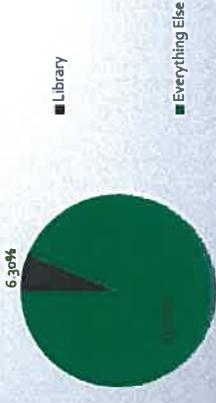
**Library is budgeted for \$2,037 more than received

Actual Amount of the Requested Increase of 8% [6.44%] as part of 2014 Town Budget

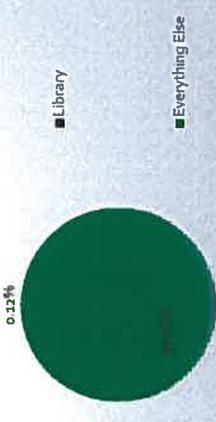


Town of Sweden

Requested 2015 Contribution as part of 2014 Town Budget



Requested Increase of 2% as part of 2014 Town Budget



SEYMOUR LIBRARY * BUDGET FOR 2015						
REVENUE						
ACCT NO	ACCT DESCRIPTION			2014 budget	2015 budget	
L 2082	Fines			28,000.00		25,000.00
L 2083	Membership Fees			2,000.00		2,000.00
L2084	HOLDS/Reservations			5,000.00		0.00
L2360	From Governments:			469,322.26		498,401.55
		% Inc. for 2013	For 2014	Req. Inc. from 2013	For 2015	
	Brockport	0%	189,052.00	8%	204,176.16	
	Clarkson	0%	139,162.00	8%	150,294.96	
	Sweden	6%	141,108.26	2%	143,930.43	
L2401	Interest & Earnings (G F S/A)			1,000.00		5,000.00
L2701	Refund-Prior Year Expenditure			0.00		0.00
L2705	Gifts and Donations			0.00		0.00
L2760	Library Sys. Grants			3,000.00		5,400.00
L2770	Other / Misc			2,000.00		5,000.00
	Capital/Bldg.fund to balance budget			102,756.90		71,527.28
	Prior Year Carry Over					
L5031	Interest & Earnings from Endowment			9,200.00		9,200.00
	TOTAL REVENUES			622,279.16		621,528.83
EXPENDITURE						
ACCT NO	ACCT DESCRIPTION			2014 budget	2015 budget	
L7410.1	Personnel			277,534.00		289,432.36
L7410.2	Equipment			0.00		0.00
L7410.4	Facility/materials/programs			200,000.00		200,000.00
	TOTAL LIBRARY			477,534.00		489,432.36
L9010.8	NYS Retirement			26,000.00		38,000.00
L9030.8	Social Security			26,750.00		21,935.33
L9040.8	Workmen's Compensation			1,000.00		1,000.00
L9045.8	Life Insurance			800.00		1,449.36
L9050.8	Unemployment Insurance			0.00		0.00
L9055.8	Disability Insurance			800.00		800.00
L9060.8	Hospital and dental			47,170.54		40,000.00
	EAP					\$224.00
L9070.8	other insurances			1,449.36		1,449.36

	TOTAL BENEFITS			103,969.90		104,858.05
L 1910.4	insurance/all			12,088.00		12,088.00
L 1950.4	Taxes for Library			144.70		150.41
L 1990.4	Contingency			0.00		0.00
L 9950.8	Endowment Transfer			0.00		0.00
L 9950.9	Capital Reserve Transfer			0.00		0.00
	Director/Trustee Insurance			1,000.00		0.00
	Accounting			5,000.00		5,000.00
	Legal			10,000.00		10,000.00
	TOTAL OTHER			28,232.70		27,238.41
	TOTAL EXPENDITURE			614,291.90		621,528.83
	BALANCE					
	TOTAL INCOME			614,291.90		621,528.83
	TOTAL EXPENDITURE			614,291.90		621,528.83
	BALANCE			0.00		0.00

2015 Proposed Contractual Budget

741.401 · Books Adult - Non-fiction	\$ 7,431.00
741.402 · Books Adult - Fiction	\$ 11,218.00
741.403 · Large Print	\$ 3,679.00
741.404 · Continuations/Standing Orders	\$ 500.00
741.405 · Materials - Special	\$ 676.00
741.406 · Books - Young Adults	\$ 4,939.00
741.407 · Books Juvenile	\$ 14,322.00
741.408 · Books - Processing	\$ 3,705.00
741.410 · Serials	\$ 5,150.00
741.412 · E-books	\$ 3,857.00
741.420 · Audio Visual -Adults	\$ 12,523.00
741.421 · Audio Visual - Young Adults	\$ 1,500.00
741.422 · Audio - Visual Juvenile	\$ 3,035.00
741.430 · Utilities - Gas	\$ 6,180.00
741.431 · Utilities - Electric	\$ 23,265.00
741.432 · Utilities - Water	\$ 1,000.00
741.440 · Custodial Supplies	\$ 2,472.00
741.441 · Office Supplies	\$ 5,150.00
741.442 · UMS	\$ 1,545.00
741.443 · Equipment Maintenance	\$ 2,635.00
741.444 · Lawn Maintenance	\$ 4,760.00
741.445 · Rug Cleaning	\$ 1,442.00
741.446 · Trash Pick-up	\$ 840.00
741.447 · Building Maintenance	\$ 10,000.00
741.449 · Computer Maintenance	\$ 1,920.00
741.450 · Sprinkler	\$ 1,200.00
741.451 · Payroll Processing Fees	\$ 3,296.00
741.452 · HVAC - Isaac	\$ 6,000.00
741.460 · Phone	\$ 1,972.00
741.461 · Postage	\$ 721.00
741.470 · Travel/Education	\$ 4,030.00
741.475 · MCLS Cost Share	\$ 35,960.00
741.480 · Programs - Adults	\$ 3,337.00
741.481 · Programs - Young Adults	\$ 3,874.00
741.482 · Programs - Juveniles	\$ 3,337.00
741.499 · Miscellaneous Other Expenses	\$ 2,529.00
	\$ 200,000.00