

**Regular meeting of the Board of Trustees of the Village of Brockport was held in the Conference Room, Municipal Building, 49 State Street, Brockport, New York, March 3, 2003 at 7:30pm.**

**PRESENT:** Mayor Josephine C. Matela, Trustees Morton Wexler, James E. Whipple, Norman J. Knapp; and Peter C. DeToy, DPW Superintendent Bradley B. Upson, Building/Zoning Officer Scott C. Zarnstorff, Police Chief Daniel P. Varrenti, Treasurer Scott D. Rightmyer, Clerk Leslie A. Morelli.

**EXCUSED:** Village Attorney Edward W. Riley, Fire Chief Gregory B. Wing, Planning Board Chair / Economic Development Coordinator Scott Winner

**ALSO PRESENT:** Kathy Snyder, Jim & Joan Hamlin, Ray & Jackie Morris, Dick Lingg, Norm GianCursio, Karen Overmyer, Fred Webster, Bill Weber

**CALL TO ORDER:** Mayor Matela called the meeting to order and led the Pledge to the Flag.

**REVIEW OF MEETING MINUTES:** Mayor Matela called for any additions or corrections to the minutes of the regular meeting held February 18, 2003.

→ Trustee DeToy moved, Trustee Whipple seconded, Trustee Wexler abstain due to absence, carried that the minutes of the meeting held February 18, 2003, be approved as written.

**PUBLIC HEARINGS:** None

**PUBLIC INFORMATION MEETINGS:** None

**GUESTS:** None

**PUBLIC COMMENT:**

1. Dick Lingg of Candlewick Drive thanked the DPW for doing a fine job on snow removal this winter. He also asked for follow up on the police overtime study the Chief was conducting with the hiring of one new full time officer as opposed to the three he requested. He said he knows the Village Board is working on the budget and it is difficult. He does not want his taxes raised any more than anyone else does. Mayor Matela said Chief Varrenti's quarterly reports have supported his argument that additional full time officers saves on overtime monies. Chief Varrenti agreed to provide D. Lingg with a copy of the reports.

**DEPARTMENT REPORTS:**

A. PUBLIC WORKS – Superintendent Bradley B. Upson

1. Resolution authorization Mayor to execute notice of intent for Phase II Stormwater SPDES permit – B. Upson referred to the information he provided to the Board at their last workshop. Trustee DeToy asked that if the test is done and the Village finds that a property owner is illegally connected to the storm sewer and discharging to it, who is responsible for correcting the problem – the Village or the homeowner. B. Upson said his initial reaction is the homeowner. Trustee Whipple said they might find a few since it did not used to be illegal to do this. B. Upson said this is a problem with older municipalities. Part of the permit involves a public education program. The Monroe County coalition will be working on this rather than each municipality having to invent their own program. Then they will look for and correct illicit discharges. Trustee DeToy asked if we could cap off at the homeowners end as an easy solution. B. Upson said that would be the easiest solution.

→ Trustee DeToy moved, Trustee Knapp seconded, unanimously carried authorizing the Mayor to sign the notice of intent for Phase II Stormwater SPDES permit.

2. Sewer Camera System – funding authorization – B. Upson reminded the Board that he has been working with the Villages of Hilton and Spencerport towards the purchase of a jointly owned sewer camera and ancillary equipment. Pursuant to the intra-municipal agreement, the Spencerport DPW with input and approval by Hilton and Brockport has prepared specifications for the camera system. Advertisements were received, publicly opened and formally read bids for the procurement of a sewer line color television inspection system for the three villages. Four firms responded with bids. These included \$28,500, \$32,185, \$32,200, and \$32,848. The lowest bid submitted from Cyncon did not meet specifications and was rejected as non-responsive. Staff from the three departments evaluated the remaining three bids. All parties agreed that the equipment proposed by Foster met or exceeded the specifications. As required by §3c of the agreement there is unanimous approval of the Superintendents to award the bid to Foster.

B. Upson said \$15,000 was budgeted and this is \$10,728. He will come back with a funding request for the trailer and generator.

Trustee DeToy asked where it would be stored. B. Upson said probably the Village of Spencerport. Brockport stores the flush truck shared with the Town Sweden. Treasurer

Rightmyer asked if the maintenance agreement would be split three ways. B. Upson said yes. Trustee Wexler asked if this could wait until the budget process is completed. Treasurer Rightmyer said this was funding through the 2002 budget. Trustee Wexler commented that just because it was in the budget doesn't mean it has to be spent. Mayor Matela said this is out of the capital fund and has no bearing on expenses. B. Upson said if approval were delayed, they would have to re-bid. Mayor Matela commented that she had an opportunity to see how it works. It will prove very worthwhile to the department. Mayor Matela further commented that this is a good example of intermunicipal agreements – working together to share costs.

→ Trustee Knapp moved, Trustee Whipple seconded, unanimously carried:

RESOLUTION APPROVING PROCUREMENT  
OF ONE  
Aries SATURN III Township color  
Sewer inspection System

WHEREAS, the Village of Brockport, the Village of Hilton, and the Village of Spencerport have entered into an inter-municipal cooperation agreement for the purchase, operation, and maintenance of a sewer inspection camera; and

WHEREAS, the Village of Spencerport, pursuant to said agreement, prepared specifications, solicited proposals, and formally opened bids for a sewer camera and ancillary equipment; and

WHEREAS, Superintendent Upson, Superintendent Tilebein, and Superintendent West have evaluated the bids, the bidders involved, the equipment proposed, staff review comments, and unanimously approve the award to the lowest responsible bidder described below:

- ONE           Aries SATURN III Township color sewer inspection system, as specified
- FROM        Fosters Equipment, Inc.  
              1 Keuka Business Park – Suite #103  
              Penn Yan, NY 14527  
              (800) 537-7484
- FOR           a delivered cost of \$32,185.00.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Brockport hereby approves, by majority vote, said purchase by the Village of Spencerport; and

BE IT FURTHER RESOLVED that Brockport's share of this purchase be paid for with \$10,728.00 from the DPW Equipment Replacement Reserve (Project 24) previously authorized and advertised.

- B. POLICE / COMMUNICATIONS CENTER – Chief Daniel P. Varrenti
  1. General Orders – change sheet – Chief Varrenti provided the Mayor with a change sheet to put in the General Orders book that is kept in the Village Office.
  2. 911 – Chief Varrenti reported that the changeover to 911 took place today at 8:00am without a hitch. Large advertisements were placed in the Suburban News, Tri County and Brockport Post and a letter went to all property owners in the Village by a separate mailing. All police, fire and ambulance emergencies must be reported to 911, not 637-1011. Police calls will be dispatched by 911. Fire and ambulance calls will be transferred back to local dispatch. We still have two full-time and several part-time local dispatchers. However, with full-timer Dave Smith's retirement and part-timer John Curtis's resignation, there are many shifts to cover. Full-timers Dan Zimmer and Nate Connors cannot continue taking extra hours. This poses stress on them as well as a financial burden in overtime for the Village. Chief Varrenti said the following are interested in come with Dave Smith and Dan Zimmer's recommendations to hire as part-timers: Greg Wing, Robert Zink, Scott Wainwright, Thomas Zampori. They would not require much training.

Trustee Knapp questioned Chief Varrenti as to why these four names are being proposed this way instead of pursuing a fair and equitable hiring practice as with other positions. He asked why we would not advertise and collect applications from all interested. Chief Varrenti reminded him that Trustee Knapp made a motion on December 2<sup>nd</sup> after learning of Dave Smith's plans to retire to hire a maximum of 8 part-time dispatchers. The motion passed unanimously. Then the Mayor put a hold on advertising due to not having a final decision on what was to happen with local dispatch. On any given day a scorecard is needed to keep track of where the Village stands on the dispatch issue. Committees and sub-committees get

Chief Varrenti said Dan Zimmer asked him to bring forth these names. Coverage is needed. Trustee DeToy suggested Trustee Knapp not kill the messenger. Trustee Knapp said that was not his intent. Mayor Matela apologized to the Board for not discussing this with them. She and Trustee Whipple had discussed this Friday and drafted an advertisement to put in the paper. However, the coverage is needed now and cannot wait until the official hiring process is completed. Trustee Whipple reviewed the advertisement that gives a March 28<sup>th</sup> application deadline. He suggested the four names brought forward submit an application for consideration like anyone else. Chief Varrenti suggested shortening the hiring window since the proposal would not have people in place for 6 weeks. The dispatchers need help now. Trustee Whipple said he does not know all four on the list to feel comfortable hiring them now. Trustee DeToy questioned how he does not know them since three out of 4 are in the Fire Department. Trustee Whipple said he guess he does know them. Chief Varrenti said he does not disagree with the hiring process. However, the Board is great at starting a process but not following through. Who will sit on the interview committee? When will the interviews take place? If a hiring process is going to be done, then let's do it right. The Board has known of Dave Smith's retirement since October.

Trustee Wexler said there is overtime money being expended, so let's expedite the process to save money. The Board agreed to the advertisement and changed the application deadline to March 14<sup>th</sup>. Chief Varrenti said he and Dan Zimmer would conduct the interviews.

3. Annual Police Department Meeting – Chief Varrenti announced that the annual Police Department meeting would be held Tuesday, March 11<sup>th</sup> at 8pm at the Market Street Fire hall (second floor). A short awards and recognition ceremony will be included with cookies, coffee and milk. He invited interested Board and public to attend.

C. BUILDING / ZONING / CODE ENFORCEMENT - Scott C. Zarnstorff

1. House Closure – 51 Spring Street – S. Zarnstorff reported that 51 Spring Street was posted not to be occupied in the property owner's presence on February 28<sup>th</sup>. In conjunction with a Police Department investigation, health and safety violations were found. Mayor Matela commended him for a good job.

D. FIRE - Chief Gregory B. Wing (excused)

1. Resignation of Paid Ambulance Paramedic Thomas Maier – Trustee Whipple shared that paid part-time ambulance paramedic Thomas Maier submitted his resignation.

→ Trustee Whipple moved, Trustee Knapp seconded, unanimously carried accepting Thomas Maier's resignation with regret.

E. TREASURER - Scott D. Rightmyer

1. 2003 Contract for Youth Services with Monroe County – authorize Mayor to sign – Treasurer Rightmyer shared that he spoke with Jim Nealon and received clarification. He provided a memo to the Board. The \$3,634 is to be used for Village residents and is only releasable by the Mayor. This will benefit Village residents that participate in Sweden-Clarkson Community Center programs.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried authorizing the Mayor to sign the agreement.

2. Budgetary Change – Treasurer Rightmyer asked the Board to authorize a budgetary change of \$29,614 transfer from contingency to various other accounts in the ledger as shown. This brings the books up to date through the end of January.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing the budgetary change as presented by Treasurer Rightmyer.

F. CLERK - Leslie A. Morelli

1. Parade/Process Application – SUNY P.E. 5K Run/Roll – Sunday, 4/17 9am – Clerk Morelli reviewed the application for a 5K run/roll.

→ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried approving the procession application as applied for.

2. FOIL Applications – Clerk Morelli reported that since December 2001 (in 14 months) the Village has received 333 FOIL requests.

G. ATTORNEY – Edward W. Riley / DEPUTY ATTORNEY – Frank A. Aloï (excused)

H. ECONOMIC DEVELOPMENT – Coordinator R. Scott Winner (excused)

**MINUTES OF MEETING HELD March 3, 2003 continued.....page 4**

**SUPPORT BOARDS REPORTS:**

- A. PLANNING BOARD – Chair R. Scott Winner (excused)
- B. LIBRARY BOARD – President Sean Wilcox (absent)
- C. ZONING BOARD OF APPEALS - Chair Jennifer Skoog-Harvey (absent)

**VILLAGE BOARD REPORTS:**

- A. Vice Mayor Wexler
  - 1. Contract Negotiations – Trustee Wexler commented that he hopes the CSEA and Stetson Club contract negotiations begin soon.
- B. Trustee Whipple – No report.
- C. Trustee Knapp – No report.
- D. Trustee DeToy – No report.
- E. Mayor Matela – No report.

**AUDIT:**

➔ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried that the bills be allowed and paid upon audit.

<u>Village</u>		
Date	Check #	Amount
3/3	167229-256	15,442.40
2/19	167209	60.00
3/3	167258-263	7,941.36
<u>Fire</u>		
3/3	167215-228	9,907.96
<u>Ambulance</u>		
3/3	167214	30.00
<u>Capital Projects</u>		
3/3	156	68,825.67
<u>Third Party Billing</u>		
3/3	149	127.82

**ADJOURNMENT:**

➔ Trustee Wexler moved, Trustee DeToy seconded, unanimously carried that the meeting be adjourned at 8:20pm.

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Leslie Ann Morelli, Village Clerk