

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, December 3, 2007 at 7:00pm.

PRESENT: Mayor Morton Wexler, Trustee/Vice Mayor Maria C. Castañeda, Trustee Carrie L. Maziarz, Trustee David J. Wagenhauser, Trustee Hannelore G. Heyen, Village Manager / Treasurer Ian M. Coyle, Clerk Leslie A. Morelli.

EXCUSED: DPW Superintendent Harry G. Donahue, Building/Zoning Officer Scott C. Zarnstorff, Police Chief Daniel P. Varrenti, Fire Chief Timothy Rombaut

ALSO PRESENT: Glen Roderigue, Jim & Joan Hamlin, Fred Webster, Kathy Snyder, Mary Jo Nayman, Norm GianCursio, Linda Borrayo, Chris Frank

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

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

REVIEW OF MEETING MINUTES: Mayor Wexler called for any additions or corrections to the minutes of the last meeting.

- ➔ Trustee Castañeda moved, Trustee Heyen seconded, Trustee Maziarz abstained due to absence, carried that the minutes of the meeting held November 20, 2007, be approved as amended.
- ➔ Trustee Castañeda moved, Trustee Maziarz seconded, unanimously carried that the minutes of the workshop meeting held November 26, 2007, be approved as written.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

PUBLIC COMMENT:

1. Mary Jo Nayman of 5 Carolin Drive said she has been unable to attend the last several meetings, and like many taxpayers, depends on watching it on television. She suggested placing the camera in a different location so as to get closer to the Village Board rather than seeing the backs of heads in the audience. She said for a very short time she remembers that a SUNY student was in charge of the camera. She expressed disappointment that two times in a row the same meeting was shown and once it began in the middle of the meeting. She said she does not believe the last meeting was aired. Manager Coyle said Edu Cable has not yet shown the last (11/20) meeting. Although the disc was dropped in the Edu Cable drop box, it was not retrieved. MJ Nayman said the Village pay for Edu Cable's services. Manager Coyle concurred. He said, by default, however, he acts as the audiovisual person and can experiment with re-locating the camera tripod.

MJ Nayman said as a taxpayer she is concerned about the rising cost of health insurance and while once covered through her former employer, she now personally pays \$500 per month towards coverage. She asked Manager Coyle to report at the next meeting how many employees and retirees the Village pays health insurance for as well as how many former employees who left, but did not retire, are covered. Manager Coyle said this information is available as part of the Village's budget document, but he can reproduce it.

GUESTS: None

DEPARTMENT REPORTS: (Most Department Heads are excused from the 1st meeting of the month.)

A. **PUBLIC WORKS** – Superintendent Harry G. Donahue (excused)

1. National Grid Street lighting Resolution – (Havenwood) McCormick Place Phase II – Manager Coyle shared that per National Grid liaison Laurie Mastin, this is the slated street lighting upgrade for the McCormick Place housing tract due to expansion and development of the housing base.

→ Trustee Wagenhauser moved, Trustee Heyen seconded, unanimously carried

RESOLVED: National Grid is hereby authorized and directed to do the following work in the Village of Brockport, CSS Reference No.67738-78109:

Install: Seven - 100-watt high-pressure sodium lamps and decorative luminaries, 12 foot fiberglass embedded poles and associated underground conductor in McCormick Place Subdivision (Havenwood URD Section 3, Phase 2.)

Estimated Annual Cost: \$2,260

2. Letter of Credit Release – (Havenwood) McCormick Place Phase II – Manager Coyle shared that per Chatfield Engineers, Developer Don Hibsich has completed a level of work sufficient enough to draw down further on his posted letter of credit. The release includes \$28,371 for construction and contingency items and \$6,042 for engineering reimbursements.

→ Trustee Maziarz moved, Trustee Castañeda seconded, unanimously carried to approve the letter of credit release for McCormick Place Phase II in the amount of \$28,371 for construction and contingency items and \$6,042 for engineering related expenses to be reimbursed to the Village of Brockport within thirty (30) days.

3. Set public hearing for model illicit discharge connection storm water ordinance – Manager Coyle shared that per the Storm water Coalition of Monroe County, we have been given a model illicit discharge connection storm water ordinance. This is the by-product of this multi-municipal group, which is funded through state and federal grants. The NYSDEC Water division regulates that this code be adopted by January 1, 2008. This model ordinance has been prepared by the SWCMC and is intended to be a guide for member communities to utilize in the development of their own storm water ordinance in order to meet the requirements of the National Pollutant Discharge Elimination System (NYDES) regulations and the Municipal Separate Storm Sewer Permit (MS4) General Permit 02-02.

→ Trustee Castañeda moved, Mayor Wexler seconded, unanimously carried to hold a public hearing December 17, 2007 to consider proposed Local Law #4 of 2007 as follows:

- “Illicit Discharge Connection Storm water Local Law”. This local law, if adopted, is intended to provide a mechanism, through monitoring, inspection and enforcement, for reducing pollutants in storm water discharges and prohibiting storm water discharges to sanitary sewers.

4. Resolution to authorize an amendment to the CSEA Contract – Mayor Wexler asked for authorization to sign an amendment to the CSEA agreement regarding Article X Section 10.1 & 10.2 referencing part time employees. The amendment is to change the hours per week from 31 hours to 32 hours and to still be considered a part time employee. CSEA President John Streb and DPW Superintendent Harry Donahue have already signed off on the amendment.

This accommodates not only the recent part time hire, but future part time hires as scheduling is made easier with four eight hour days.

Trustee Maziarz said she understands that our recent hiring of a part time laborer and any future part time hour necessitated the change. However, she questioned if this would have any impact on a seasonal employee’s ability to apply for unemployment when the temporary employment ends. She referred to a past seasonal employee having done this. Manager Coyle said this has no impact on that. Unfortunately, the Village has not yet found a way to get around the unemployment hook. It seems the threshold is earning a certain amount of money in one quarter of a year. Trustee Wagenhauser said good hiring practices might take care of that.

→ Trustee Heyen moved, Trustee Castañeda seconded, unanimously carried to authorize the amendment to the CSEA contract.

B. POLICE DEPARTMENT – Chief Daniel P. Varrenti (excused)

C. BUILDING / ZONING / CODE ENFORCEMENT - Scott C. Zarnstorff (excused)

1. Subdivision Sign Authorization – Sunflower Landing – East Avenue – Manager Coyle said no regulations exist for subdivision signage, so approval falls under the purview of the Village Board. Glen Roderigue of Metro Sign was in attendance and reviewed the plan for a subdivision sign for Sunflower Landing on East Avenue. He provided a rendering. It says “Sunflower Landing – Welcome Home.” Trustee Heyen asked the materials to be used. G. Roderigue said it would be an aluminum and pvc composite with a 50-year life as it is supposed to be impervious to weather. There is a 5-year warranty on it. He indicated that it would be bolted and apoxied directly into the rock pile at the entrance of the subdivision. Trustee Heyen asked the anticipated installation date. G. Roderigue said the developer, Mike Ferrauilo is currently out of town, but once he returns and completes the contract paperwork, it should be installed within 4 weeks. Trustee Heyen asked the colors. G. Roderigue showed a sample of white, black, yellow and green with a sunflower. Trustee Maziarz asked the dimensions. G. Roderigue said it would be two sided, 3 feet high and the top would be 6 feet 4 inches and the bottom would be 5 feet 10 inches. Trustee Maziarz asked if it would be lit. G. Roderigue said he does not have any lighting plans, but he has suggested to the developer that he install lighting in the ground in shrubbery pointing upwards toward the sign. Manager Coyle said it is also near a street light. Trustee Maziarz said lighting specific to the sign would

be best.

→ Trustee Wagenhauser moved, Trustee Castañeda seconded, unanimously carried to authorize the subdivision sign as proposed.

MINUTES OF MEETING HELD December 3, 2007 continued.....page 3

D. FIRE /AMBULANCE / COMMUNICATIONS - Chief Timothy Rombaut (excused)

1. Ambulance capital request – stairchair replacements – Manager Coyle referred to the capital expenditure request memo from the Brockport Ambulance Corps to replace 3 Stryker StairPro Model #6252 stairchairs. Each costs \$2,394.45 for a total of \$7,186 with funds to be taken out of Project #26, Ambulance Capital Reserve.

Trustee Wagenhauser said these are needed as someone almost fell off one recently. Purchasing the same one for all three ambulances, it provides continuity of equipment. This comes from 3rd party funding, and not tax dollars.

→ Trustee Maziarz moved, Trustee Wagenhauser seconded, unanimously carried authorizing the purchase of 3 Stryker StairPro Model #6252 stairchairs at a total cost of \$7,186 to be taken out of Project #26, Ambulance Capital Reserve.

E. VILLAGE MANAGER / TREASURER - Ian M. Coyle

1. Human Society at Lollypop Farm – Agriculture & Markets Art 7 Sec 115 – contract – Manager Coyle said the Village was informed that it lacks, pursuant to Agriculture and Markets Law, a policy for the transferring of stray animals deemed so by the Dog Control Officer. However, a question arose that necessitates the item be tabled until the next meeting.
2. Hiring of part time Deputy Village Clerk – Manager Coyle shared that after having received 65 resumes, he narrowed the list down to 4 finalists who went through a series of phone interviews and reference checks with Clerk Morelli and he interviewing 2 finalists. He recommended the hiring of Kari Olson without reservation at a rate of \$15 per hour with no benefits for 30 hours per week with an expected start date of December 17th.

→ Trustee Castañeda moved, Trustee Heyen seconded, unanimously carried to hire Kari Olson as part time Deputy Village Clerk at a rate of \$15 per hour with no benefits for 30 hours per week.

3. Hiring of part time Clerk – Manager Coyle shared that after having received 14 applications, the team (he, Clerk Morelli, Water Clerk Herzog and Building/Code Enforcement Officer Zarnstorff) narrowed the list down to 4 finalists. Clerk Morelli and CEO Zarnstorff interviewed the 4 finalists. He recommended the hiring of Pamela Krahe without reservation at a rate of \$10 per hour with no benefits for 15 hours per week with an expected start date of December 17th.

Trustee Wagenhauser expressed concern that the agenda and memo refer to the position as Building/Code Enforcement Clerk. He said he thought the Board agreed to the position as a general clerk – somewhat of a floater that would help where needed and serve as backup. Trustee Maziarz agreed and wondered why the position is being called Building/Code Enforcement Clerk. Manager Coyle said the agenda and memo reference is incorrect. The Civil Service Title is actually Clerk Typist, which is generalist. The position was created and advertised as a part-time Clerk with duties which will include clerical assistance to the Building/Code Enforcement Department, assistance with tax bill preparation, reconciliation and posting, general office support, Planning Board and Zoning Board of Appeals meeting minutes and other functions as may be assigned.

→ Trustee Heyen moved, Mayor Wexler seconded, unanimously carried to hire Pamela Krahe as part time Clerk at a rate of \$10 per hour with no benefits for 15 hours per week.

F. CLERK - Leslie A. Morelli

VILLAGE BOARD REPORTS:

A. Trustee Maziarz

1. Holiday Kickoff Weekend – Trustee Maziarz commended everyone involved in making the Village’s annual holiday kickoff weekend of events such a success. It began with the annual Candlelight Christmas show at the Morgan Manning House. The Santa Train Rides experienced record numbers and sold out 4 of the 6 time slots. She thanked Brad & Lance Alexander of Express Mart and Northside Service Center for once again allowing use of their location and for providing the coffee and donuts for the Walk Bike Brockport Action Group to sell as concessions. She thanked Superintendent Donahue; D. Moore and B. Hovey and DPW for providing the platforms, plowing, tree preparation and downtown decorations. Trustee Maziarz commended the Brockport High School Band and Chorus

and various vocalists for their music, Senator Maziarz for lighting the tree, SUNY Brockport students for selling candles and Bill Andrews and Kathy Goetz for organizing the Candlelight Walk. She also thanked St. Luke's for hosting the location for refreshments.

MINUTES OF MEETING HELD December 3, 2007 continued.....page 4

B. Trustee Wagenhauser

1. Health Insurance – Trustee Wagenhauser said he has been spending time on some “outside the box” health insurance ideas and has bounced them off Trustees Heyen and Maziarz and will soon be bringing a proposal to the Board.
2. Parking Ticket Fine Collection – Trustee Wagenhauser said a follow up in the paper made it appear like it was a Village problem. He clarified that parking ticket fine collection is the responsibility of the Town of Sweden Court. He said he understands there has been some training and is aware that the Village is active in making the situation right.
3. Benefit Concert – Trustee Wagenhauser announced that the Brockport Community Big Band would be holding a concert on Wednesday, December 19th at 7pm at the Sweden Senior Center to benefit the Brockport Ecumenical Food Shelf. Admission is a non-perishable food item or toiletry item.
4. Village Taxes – Trustee Wagenhauser said there would be a tax cut next fiscal year. He said he would speak to this next time.

C. Trustee Heyen

1. Clerk(s) Search Process – Trustee Heyen commended Manager Coyle, Clerk Morelli, Water Clerk Herzog and Code Enforcement Officer Zarnstorff for their involvement in the search process for the 2 new part time clerks.
2. Holiday Kickoff Weekend – Trustee Heyen concurred with the remarks made by Trustee Maziarz and commended all involved in the various events.
3. Parks – Trustee Heyen reported that the Parks Committee meeting held November 29th regarding an update on Barry Street Park was very productive. She thanked residents for attending and said Mayor Wexler and Trustee Castañeda were also in attendance. Trustee Heyen said DPW Superintendent Donahue was unable to attend, but she obtained much information from him in advance. This included financial information from H. Donahue and Linda Baker regarding the estimated costs of the suggestions made at the meeting regarding this park last year. She said she and many were surprised at some of those costs such as \$10,000 to extend the sidewalk, \$9,000 for paving, \$11,000 for fencing and the like. She said there is a total of \$62,000 in the GE/Black & Decker Memorandum of Understanding (MOU) account. The Parks Committee recommends use of the entire amount in that area. The neighbors in that area know what the needs are and provided some valuable input. A good amount of work has already been done. The smaller pavilion donated by Pet Smart will also be installed. Trustee Heyen said it would be nice to invite the neighbors and children to a grand re-opening when all of the work is completed.
4. Board/Committee Vacancies – Trustee Heyen thanked Clerk Morelli for information as to the various vacancies on Boards and committees. A complete list is available at Village Hall and on the Village's website as well as a position interest form. The current vacancies are as follows:

For Village residents:

- Code Review Committee – 1 vacancy
- Parks Committee – 2 vacancies
- Tree Board – 2 vacancies
- Village Advisory Committee – no limit

For Greater Brockport Community Members:

- Storm water Prevention (SP3) Coordinator – 1 vacancy
- Walk Bike Brockport Action Group – no limit
- Welcome Center Canal front Greeters – no limit
- Main Street Rehabilitation Committee – 1 vacancy for a SUNY official

D. Trustee / Vice Mayor Castañeda

1. Village Advisory Committee – Trustee Castañeda reported that the next Village Advisory Committee will be held Tuesday, December 11th at 7pm.

2. Holiday Kickoff Weekend – Trustee Castañeda said in addition to those thanked earlier by Trustee Maziarz, she wished to also thank Mayor Wexler and Lisa Rivera for Santa and Mrs. Claus, Joan Lavell and the Catholic Daughters for the cookies and Linda Borraro for the cocoa.

MINUTES OF MEETING HELD December 3, 2007 continued.....page 5

3. Parks Committee – Trustee Castañeda thanked the Parks Committee for a job well done at their November 29th public meeting regarding the Barry Street Park. She also thanked the residents who provided input that evening as well as at the first meeting held last year. She said she is confident that it will be a beautiful park when it is all done.
4. Local Merchants – Trustee Castañeda encouraged everyone to support their local merchants this holiday shopping season.

E. Mayor Wexler

1. Intermunicipal Agreement re sales tax revenue – Villages in Monroe County – This item is tabled. Trustee Maziarz said the Village Board is awaiting an update from Monroe County Association of Villages Attorney Peter Skivington regarding this matter. Mayor Wexler said Monroe County wants the agreement in place by December 10th; therefore, it may require either approval contingent on Attorney Skivington tonight or a special meeting. Board agreed that they would rather wait for the update from Attorney Skivington.
2. Accept resignation of Raja N. Sekharan as Village Attorney –

→ Trustee Castañeda moved, Trustee Wagenhauser seconded, unanimously carried to accept the resignation of Raja N. Sekharan as Village Attorney with regret.

Trustee Heyen shared that Manager Coyle has initiated the Village Attorney recruitment process. The vacancy announcement that was used in 2006 has been posted in several prominent sources through print, on-line and list serves. Manager Coyle said he has already received interest.

3. Library Budget – Mayor Wexler said the Town of Sweden Supervisor and Town of Clarkson Supervisor have been informed of the Village Board's vote on the Library budget. Manager Coyle said the Library Board plans to meet tomorrow to re-work the numbers. Mayor Wexler said the minutes of the meetings stand correct. However, what wasn't said was that it takes many different groups to make up the Village including the DPW, Police Department, Fire Department, Building/Code Enforcement Office, etc. as well as the many community groups. It takes all of them to serve the community. He said it is important to note the percentages paid for shared services. He said the Village pays 23% for the Fire Department, but 40% for the Library. He said he hopes the Library Board, staff and the new Library Director do not get discouraged.
4. Parking Ticket Fine Collection – Mayor Wexler thanked Town of Sweden Supervisor Lester and Judge Cody for making the Village aware that there is a problem with the collection of parking ticket fines. Since the last meeting, he, Manager Coyle and Chief Varrenti met with representatives of an agency who specialize in this. He said there is no doubt the current system is flawed. The matter needs to be resolved quickly. He said he is confident that the Village and Town will work together on a resolution that favors the Village, as there are tens of thousands of dollars yet to be collected.

PUBLIC COMMENT:

1. Kathy Snyder of Lyman Street thanked Superintendent Donahue and the Department of Public Works for the outstanding job they have done all year. She said they work in the heat and cold and are always courteous. They are a great team.
2. Joan Hamlin of 50 Park Avenue asked if anyone was aware of the status of the Park Avenue Bridge. She said the East side walkway is barricaded and now the West side is partially barricaded. She said she would hate to see pedestrians injured by walking on the bridge itself. Trustee Wagenhauser said the New York State Department of Transportation and New York State Canal Authority have been made aware of it. There are some minor maintenance issues – nothing of immediate peril.

AUDIT:

- Trustee Maziarz moved, Trustee Heyen seconded, Trustee Castañeda abstained, as she did not have an opportunity to review the bills, carried that the bills be allowed and paid upon audit.

| | <u>Date</u> | <u>Check #</u> | <u>Amount</u> |
|---------------------------|-------------|----------------|---------------|
| <u>Village & Fire</u> | 12/5/07 | 176192-176255 | \$310,820.52 |

MINUTES OF MEETING HELD December 3, 2007 continued.....page 6

| | | | |
|----------------------------|---------|-------------|-------------|
| <u>Third Party Billing</u> | 12/5/07 | 1134-1145 | \$12,519.48 |
| <u>Capital Projects</u> | 12/5/07 | 2165 | \$1,900.00 |
| <u>Water</u> | 12/5/07 | 1868-001878 | \$32,856.77 |

ADJOURNMENT:

- ➔ Trustee Maziarz moved, Trustee Wagenhauser seconded, unanimously carried that the meeting be adjourned at 8:00pm.

Leslie Ann Morelli, Village Clerk