

Work Session of the Village Board of the Village of Brockport was held at the Village Court conference room 49 State Street Brockport, New York, August 27, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Shawn A. Halquist, Trustee Katherine J. Kristansen

ALSO PRESENT: Joan Hamlin, Lyle Stirk, Fred Webster

This was a work session, not a regular meeting. No public comment.

- **CALL TO ORDER:**
- **GUESTS OR ITEMS FOR DISCUSSION / REVIEW:** none
- **ACTION ITEMS** (time sensitive):
 - Approval of minutes – 8/6 & 8/20 –

→ Trustee Kristansen moved, Trustee Crane seconded, Trustee LaPierre abstained due to absence, carried 4/0/1 that the minutes of the 8/6/18 meeting be approved as written.

→ Trustee LaPierre moved, Trustee Halquist seconded, Trustees Crane and Kristansen abstained due to absence, carried 3/0/2 that the minutes of the 8/20/18 meeting be approved as written.

- Approval of bills –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 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>	8/23/18	\$35,180.27	
FUND (F): <u>Water</u>	8/23/18	\$2,303.05	
FUND (G): <u>Sewer</u>	8/23/18	\$3,035.81	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
			\$40,519.13 total

- Board / Committee vacancies
 - Appoint to ZBA

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to appoint Karen LoBracco as a member of the Zoning Board of Appeals to complete a term to June 30, 2020.

- Appoint to Tree Board

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to appoint Melissa Rivelis as a member of the Tree Board to complete a term to June 30, 2020.

- Authorize DPW Spt. Donahue to attend NYCOM Public Works School 10/15-10/17 in Lake Placid –

→ Trustee Crane moved, Trustee Halquist seconded, carried 5/0 to authorize DPW Spt. Donahue to attend the annual NYCOM Public Works Training School 10/15/18 to 10/17/18 in Lake Placid.

As is customary, he will provide a written report on such for a future Village Board meeting packet.

- Authorize Building/Codes Dept. Coordinator Brown to attend NYS Codes training in Cheektowaga –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to authorize Building/Codes Department Coordinator Brown to attend all 6 sessions of NYS Codes training in Cheektowaga as outlined in the request in the packet. Training/travel expenses will be paid including overnight accommodations if necessary due to severe weather.

- o Approve proposal per Village Engineer's letter re Havenwood Meadows Subdivision Section 3 –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to offer \$25,000 towards the work remaining in Phase 2 of Havenwood Meadows Subdivision Section 3, with the following conditions. First that Chromium Development will complete the work and the Village will reimburse them the \$25,000 upon completion. Second, a crushed stone access walk way be constructed from the roadway to the canal right-of-way east of future lot 28 within the open space area of the future phase. Third, Chromium Development will complete coordination with the Condominium Association and previous owners of the Havenwood Subdivision to complete dedication of the Phase 2.

- o Approve proposed amendments to fee schedule –

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve the amendments proposed by BI/CEO Fabry to the fee schedule.

**VILLAGE OF BROCKPORT
FEE SCHEDULE
Amended by Village Board 08/27/18**

To be noted on invoices: All bills and charges are payable net cash within thirty (30) days. A delinquent charge of 10% will be added for non-payment by the due date. Failure to pay may result in the re-levy of said charges plus delinquent charges on your next Village tax bill.

VILLAGE BOARD FEES

- Rezoning application.....\$500.00
- Blasting permit.....\$200.00

ZONING BOARD OF APPEALS FEES

- Area Variance.....\$200.00
- Use Variance.....\$300.00
- Interpretation.....\$150.00
- Home Occupations.....\$150.00
- Travel trailer / dumpster approval.....\$25.00
- Other (special permit or authorization required by code).....\$175.00
- Zoning Map (color).....\$5.00

PLANNING BOARD FEES

- Commercial / Industrial Change of use.....\$250.00
- Residential Change of use.....\$250.00
- Site plan (new construction) (less than 5 acres).....\$300.00
includes stormwater pollution prevention plan review
- Site plan (new construction) (greater than 5 acres)\$600.00
includes stormwater pollution prevention plan review
- Site plan (other).....\$250.00
includes stormwater pollution prevention plan review
- Residential subdivisions (less than 5 acres)\$200.00 plus \$50 per lot
includes stormwater pollution prevention plan review
- Residential subdivisions (greater than 5 acres).....\$600.00 plus \$50 per lot
includes stormwater pollution prevention plan review
- Re-subdivision.....\$50.00
- Residential Fences (front yard).....\$50.00
- Commercial / Industrial Fences (includes dumpster enclosures).....\$100.00
- Residential / Commercial / Industrial parking lots.....\$200.00
includes stormwater pollution prevention plan review
- Changes to or alteration of previous approved plans.....\$100.00
- Extension of previous approvals.....\$50.00
- Special Meeting at request of applicant.....\$50.00 in addition to application base fee
- Public Hearing if Board deems necessary.....\$100.00 in addition to application base fee

ENGINEERING INSPECTIONS & STORMWATER INSPECTIONS

Engineering costs charged to the Village for site inspections or stormwater inspections shall be the responsibility of the applicant / developer. Village engineering inspections are based on time spent and will either be invoiced or utilized from the letter of credit. Village stormwater inspection fee is \$50 per inspection and will either be invoiced or utilized from the letter of credit.

MISCELLANEOUS

- Tax Search.....\$20.00
 - Copies.....\$.25 per page
 - Returned Check Charge.....\$20.00
 - Sidewalk Café Permit.....\$200.00
 - o \$150 of the \$200 is returnable at the end of season if no violations.
 - Peddling & Soliciting Permit
 - 1 to 7 days.....\$100.00
 - 6 months or less.....\$250.00
 - 1 year.....\$500.00
- Note: A food truck vendor who intends to operate in the Village of Brockport and the Town of Sweden may pay ½ the regular vending fee upon submission of a vending permit from the Town of Sweden.
- Parade / Procession Permitno charge
 - Fireworks Permit.....no charge
 - Appliance with Freon.....\$25.00
 - Garbage and Trash Pick-Up cost to Village plus \$50.00 for first calendar year (CY) offense, cost plus \$100 for second CY offense, cost plus \$250 for third CY offense.
 - Garbage Cans Pick-Up.....\$25.00 per can
 - Lawn Mowing.....\$150 per hour (1 hour minimum) per man plus equipment - plus \$50.00 for first calendar year (CY) offense, plus \$100 for second CY offense, plus \$250 for third CY offense.
 - Weekly Commercial Waste Hauler Permit.....\$1,500.00 (annually)
 - Other Commercial Waste Hauler Permit.....\$500.00 (annually)

CANAL FRONT AMMENITIES

- Boats 16' or less.....\$4.00
- Boats 17' – 30'.....\$6.00
- Boats 31' – 40'.....\$12.00
- Boats 40'.....\$15.00
- Commercial Boats.....\$20.00

POLICE DEPARTMENT FEES

- Copy of Police Report.....no charge
- Fingerprinting (NON-Village resident/merchant).....\$25.00
Pay at Village Hall for fingerprinting then go to Police Department.
- Parking
 - o Illegally Parked.....\$30.00
 - o Winter Parking Ordinance.....\$40.00
 - o Fire Lane / Hydrant.....\$50.00
 - o Handicapped Parking.....\$60.00*

Fines double if unpaid after 10 days.

Fines quadruple if unpaid after 30 days.

*Applicable NYS surcharges may be applied by the adjudicating agency.

BUILDING INSPECTION / CODE ENFORCEMENT FEES

RESIDENTIAL NEW HOME CONSTRUCTION:

- \$250 or \$0.20 per square foot, whichever is greater
- Parks Fee per dwelling unit\$350
- Building permit renewal after expiration: 75% of original permit fee

RESIDENTIAL NEW CONSTRUCTION – (additions, remodeling):

- Value of construction from \$0 - \$500.....\$65
- Value of construction from \$500 - \$10,000.....\$85
- Value of construction from \$10,000 - \$50,000.....\$105
- Value of construction from \$50,000 - \$100,000.....\$125
- Value of construction from \$100,000 - \$150,000.....\$145
- Value of construction from \$150,000 and up.....\$175
plus \$10.00 for each \$10,000 of construction value

- Building permit renewal after expiration: 75% of original permit fee
- Residential Solar Electric System.....\$85

COMMERCIAL NEW BUILDING CONSTRUCTION

- Flat fee +per square foot charge.....\$250 + \$0.20 per sq/ft

COMMERCIAL NEW CONSTRUCTION – (additions, remodeling):

- Value of construction from \$0 - \$500.....\$100
- Value of construction from \$500 - \$10,000.....\$120
- Value of construction from \$10,000 - \$50,000.....\$140
- Value of construction from \$50,000 - \$100,000.....\$160
- Value of construction from \$100,000 - \$150,000.....\$180
- Value of construction from \$150,000 and up..... \$200
plus \$10 for each \$10,000 of construction value
- Building permit renewal after expiration: 75% of original permit fee
- Commercial Solar Electric System.....\$500 + \$0.50
per kW - Installer to document assurance against abandonment with bond, letter of credit, or
annual licensing fee

SIGNS

- Commercial Sign Permit\$30.00 per sign
- Residential Sign Permit (for approved customary home occupations).....\$30.00 per sign

RESIDENTIAL ACCESSORY STRUCTURES – includes Certificate of Compliance inspection:

- Decks.....\$35
- Above ground pools.....\$50
- In ground pools.....\$100
- Sheds (144+sf).....\$30
- Gas appliances i.e. hot water heater, furnace.....\$20
- Gas appliances..... i.e. fireplace, gas log sets, fixed piped home generators.....\$20.00
- Temporary Construction Trailer.....\$50.00
- Building permit renewal after expiration: 75% of original permit fee

DEMOLITION

- Demolition permit – Residential structures.....\$50.00
- Demolition permit - Commercial structures.....\$100.00
- Demolition permit – Industrial structures.....\$200.00

RENTAL PROPERTY CERTIFICATE OF OCCUPANCY / OPERATIONAL PERMITS

- Residential rental registration.....\$125.00 per building per year
- Single family rental Code 210.....\$150.00
- Two family rental Code 220.....\$250.00
- Three family rental Code 230.....\$350.00
- Apartment Buildings/Townhouses Code 411.....\$350.00 or \$25.00 per unit
whichever is greater
- Inn / rooming house Code 418.....\$350.00
- ****Property owners will be charged \$50 for each re-inspection following the 1st non-compliant
re-inspection****

OPERATIONAL FIRE-SAFETY PERMITS & INSPECTION FEES

- Educational.....\$100.00 (annually)
- Place of Public Assembly 100 persons or greater\$100.00 (annually)
- Assembly uses 50 – 99 persons.....\$50.00 (annually)
- Manufacturing.....\$100.00(annually)
- Fairs/festivals.....\$200.00 (annually)
- Repair/service garages.....\$100.00 (3 year intervals)
- Mercantile.....\$100.00 (3 year intervals)
- Business uses (including food service establishments under 49 occupants).....\$100.00 (3 year
intervals)
- Other.....\$100.00 (yearly and/or as local conditions require)
- ****Property owners will be charged \$50 for each inspection following the 1st non-compliant re-
inspection****

PLUMBING & SEWER FEES

- Plumbing License.....\$25.00

- Plumbing Permit.....\$40.00 plus \$4.00 per fixture
- Sewer Tap Inspection (Monroe County Pure Waters).....\$250.00 plus
 If Village installed.....\$300.00
 If contractor installed.....\$125.00
- Sewer Rental Fee:
 - In District Sewer Users.....\$1.16/1,000 gallons water used
 - Out of District Sewer Users\$1.66/1,000 gallons water used

Water Rate Schedule – Effective March 1, 2017 Billing

As Adopted January 23, 2017

Rates for the sale of water to all customers of the Board of Water Commissioners.

QUARTERLY METERED SERVICE WITHIN THE VILLAGE OF BROCKPORT:

All Water Usage	\$4.81 per M gallons
Minimum Billing	\$20.00 per quarter

QUARTERLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage	\$6.14 per M gallons
Minimum Billing	\$25.00 per quarter

MONTHLY METERED SERVICE WITHIN THE VILLAGE OF BROCKPORT:

All Water Usage	\$4.81 per M gallons
Minimum Billing	\$20.00 per month

MONTHLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage	\$6.14 per M gallons
Minimum Billing	\$25.00 per month

UN-METERED WATER

The rate for un-metered water sales shall be \$6.15 per 1,000 gallons.

TERMS AND PAYMENTS:

All bills and charges of the Water Commissioners are payable net cash within thirty (30) days. A delinquent charge of 10% will be added to the bill for non-payment by due date.

 Frozen meter fee \$100 plus equipment and labor

SERVICE CONNECTIONS:

The fees charged upon application for water service tap (including meter) to the Commissioner's are as follows:

SIZE OF SERVICE	Fee Charge
¾" and 1" with 5/8" or ¾" meter and under.....	\$1,000.00
¾" and 1" with 1" meter.....	\$1,880.00
1 ½" meter and above.....	to be charged a fee equal to the time and materials used to render the service plus 10%

The Commissioners will install the service pipe and appurtenances on public streets from the water main to and including the curb box and shutoff. Easements acceptable to the Commissioners must be furnished to them for service installation if private property is involved. Water meters will be furnished and connected by the Commissioners and will remain the property of the Commissioners. (Section IV and Section V)

Where a tap already exists, or is being installed under a Main Extension, the fees charged are as follows:

SIZE OF SERVICE	Fee Charge
¾" and under	\$250.00
1".....	\$300.00
1 ½" meter and above.....	to be charged a fee equal to the time and materials used to render the service plus 10%

In addition to the fee charges set forth above for the service taps and water installation, there will be an additional charge if, upon installation, the Water Department has to supply any other necessary parts in

order to effect the installation.

SERVICE DISCONTINUANCE

Any water service account which carries an unpaid balance for two billing quarters or more is subject to discontinuance of service, and a fee of \$100.00 will be collected prior to restoration of the service.

Any use or attachment to an unprotected, unmetered fire hydrant for other than fire-fighting purposes is subject to an Unauthorized Hydrant Use Fee of \$500.00.

Added to agenda:

- Appoint to Comprehensive Plan Project Advisory Committee

→ Trustee Kristansen moved, Trustee Halquist seconded, carried 5/0 to appoint Daniel Jimenez to take the place of Joshua Matthews of SUNY BSG as a member of the Comprehensive Plan Project Advisory Committee.

- Appoint as Welcome Center Greeters

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to appoint Bill Flesch and Merrill Melnick as Welcome Center Greeters.

- **EXECUTIVE SESSION:** none

ADJOURNMENT:

→ At 7:35pm, Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk
from notes of Margaret B. Blackman, Mayor