

Regular workshop 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, Monday, July 23, 2007 at 7:00pm.

PRESENT: Trustee/Vice Mayor Maria C. Castaneda, Trustee Hannelore G. Heyen, Trustee Carrie L. Maziarz

EXCUSED: Mayor Mort Wexler, Trustee David Wagenhauser, Village Manager Ian Coyle

ALSO PRESENT:

Notes on Discussion Items:

Upkeep of Village Hall, Public Parking Lots, and Parks –

Discussed the possibility of having a DPW part time employee concentrate on performing just these duties next summer. Carrie wanted to know who had authorized the removal of the cement patio and planting of grass seed at Village Hall? (Follow up: Mayor Wexler responded it was probably Harry Donahue. More discussion needed with all board members present.)

Installment Payment of Village Taxes -

Trustee Castañeda spoke with Deputy Clerk Coopenberg concerning this. She will look into the cost for a new bill print out. Trustee Heyen said she also spoke with Deputy Clerk Coopenberg. Although it will probably not benefit as many people as we would like and only one other Village in Monroe County offers an installment plan, it is still worth investigating.

Scheduling of Summer Village Board Meetings and Workshops –

Trustee Maziarz suggested the meetings remain the first and third Monday of the month, but in the summer the 1st Monday be utilized as the workshop and the third Monday be utilized as the regular meeting. Trustee Castañeda would prefer to have two regular board meetings and one workshop during summer months just like the rest of the year and suggested possibly eliminating Department Head attendance altogether except on an as needed basis. Trustee Maziarz and Trustee Heyen would prefer the Department Heads to continue to come to one of the regular board meetings each month. Trustee Castañeda said in speaking with the Mayor, he asked her to double check about having the board meetings the first and last of the month. He thinks it would be better to have the 2nd and 4th Monday or the 1st and 3rd with the workshops before board meetings. Trustee Castañeda asked the Board to get back to her on this.

Smith Street Bridge Update -

Trustees Castañeda, Maziarz and Heyen were not in favor of Lew Gurley's idea without first researching how much money it will cost us to take care of Main Street. The Village would also need to discuss it with the Town of Sweden.

Village Code Update –

Trustees Maziarz and Heyen would like to see the code updated to allow for sandwich board style signs. Trustee Maziarz suggested the Code Review Committee contact the Historic Preservation Board for ideas and suggestions and also to include a Trustee to make sure this is taken care of quickly. Trustee Castañeda would like to see the existing code on the books enforced until such time as the Board adopts an amendment to the code. She does not care for the sandwich board style signs on Main Street sidewalks. The Village already allows sidewalk café permits for tables and chairs and also has benches on the sidewalks. Many of the stores are not handicapped accessible which makes it difficult for people to get around. She is also concerned about the liability.

Western Monroe Historical Society – Morgan Manning House Procession Application –

Norm Wright spoke with the Board about the event scheduled for Saturday, August 4th. This is in conjunction with the Lois McClure weekend. He will provide the Village with a Certificate of Insurance. Trustee Castañeda called NYCOM for an opinion and Mayor Wexler called the Village Attorney for an opinion as to the State law and use of tractor to see if the Village could allow this. As soon as the Village receives information from either it will be forwarded to the Village Board so that N. Wright can be notified.

Request for use of Corbett Park –

Discussion took place on a request from a Palmyra Cub Scout Pack to utilize Corbett Park for an overnight camping trip. Trustee Castañeda questioned bathroom facilities.

The Board was generally fine with granting the request and suggested that the residents in the area be notified as a courtesy.

Fayette Street Rehabilitation –

All agreed that the closure of the Park Avenue Bridge beginning August 13th for an anticipated 5 weeks would be an opportune time to work on Fayette Street as long as the Village is able to secure the funds that Manager Coyle submitted to Senator Maziarz. Mayor Wexler or Superintendent Donahue will check on the status of the application in Village Manager Coyle’s absence.

Notes on Action Items:

Fee Schedule Update –

The recommendations to amend the fee schedule were not in place by the annual meeting held July 16th. Therefore, review and adoption were tabled.

→ Trustee Maziarz moved, Trustee Heyen seconded, unanimously carried to accept the recommended changes and amend the fee schedule as follows:

**VILLAGE OF BROCKPORT
FEE SCHEDULE
Adopted by Village Board 7/23/07**

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.....\$25.00
- Travel trailer approval.....\$25.00
- Other (special permit or authorization required by code).....\$150.00

PLANNING BOARD FEES

- Commercial Change of use \$45.00
- Residential Change of use..... \$35.00
- Site plan (new construction).....\$500.00
- Site plan (existing).....\$250.00
- Subdivision.....\$200.00 plus \$50 per lot
- Residential Fences.....25.00
- Commercial Fences / Dumpster enclosures.....\$25.00
- Parking lot changes\$50.00
- Changes to or alteration of previous approvals.....\$25.00
- 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

Note: All engineering costs charged to the Village for review of applicant’s plans shall be charged back to the applicant. No building permit shall be issued until all fees and charges are paid.

MISCELLANEOUS

- Tax Search.....\$10.00
- Copies.....\$.25 per page
- Returned Check Charge.....\$20.00
- Zoning Chapter of Code Book.....\$25.00
- Zoning Map (color)..... \$5.00
- Sign Permit.....\$25.00
- Sidewalk Café Permit.....\$200.00
- Hawking & Peddling Permit 1 to 7 days.....\$100.00
- 6 months or less.....\$250.00
- 1 year.....\$500.00

- 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 per man plus equipment
- Waste Hauler Permit.....\$1,500.00 (annually)
- Facilities Use Permit \$25.00 deposit

BUILDING / FIRE APPLICATION FEES

RESIDENTIAL NEW HOME CONSTRUCTION – includes Certificate of Occupancy inspection fee:

- 800 – 1,100 square feet.....\$300.00
- 1,101 – 1,300 square feet..... \$350.00
- 1,301 – 1,500 square feet.....\$400.00
- 1,501 – 1,700 square feet.....\$450.00
- 1,701 – 2,000 square feet.....\$500.00
- 2,001 – 3,000 square feet.....\$550.00
- 3,001 – 5,000 square feet.....\$600.00

RESIDENTIAL NEW CONSTRUCTION – (additions, remodeling) - includes Certificate of Occupancy inspection fee:

- Value of construction from \$0 - \$500.....\$45.00
- Value of construction from \$500 - \$10,000.....\$65.00
- Value of construction from \$10,000 - \$50,000.....\$85.00
- Value of construction from \$50,000 - \$100,000.....\$105.00
- Value of construction from \$100,000 - \$150,000.....\$125.00
- Value of construction from \$150,000 and up.....\$150.00
plus \$10.00 for each \$10,000 of construction value

RESIDENTIAL ACCESSORY STRUCTURES – includes Certificate of Compliance inspection fee:

- Decks.....\$30.00
- Above ground pools.....\$30.00
- In ground pools.....\$40.00
- Sheds (144+sf).....\$20.00
- Gas appliances i.e. hot water heater, furnace..... \$15.00
- Gas appliances..... i.e. fireplace, gas log sets, fixed piped home generators
.....\$20.00
- Temporary Construction Trailer.....\$50.00

RENTAL PROPERTY CERTIFICATE OF OCCUPANCY / OPERATIONAL PERMITS

- Single family rental Code 210.....\$40.00
- Two family rental Code 220.....\$80.00
- Three family rental Code 230.....\$120.00
- Townhouses Code 411.....\$20.00 per unit
- Apartment building Code 411..... \$150.00 per building
- Inn / rooming house Code 418.....\$100.00

OPERATIONAL FIRE-SAFETY PERMITS & INSPECTION FEES

- Educational.....\$100.00 (annually)
- Place of Public Assembly 100 persons or greater\$100.00 (annually)
- Assembly uses 50 – 100 persons..... \$50.00 (annually)
- Manufacturing..... \$100.00(annually and/or as local conditions require)
- Fairs/festivals.....\$200.00 (annually)
- Repair/service garages.....\$100.00 (3 year intervals)
- Mercantile over 5000sqft.....\$100.00 (3 year intervals)
- Business use over 5000sqft.....\$100.00 (3 year intervals)
- Food service establishments.....\$35.00 (yearly and/or as local conditions require)
- Other.....\$100.00 (yearly and/or as local conditions require)

PLUMBING & SEWER FEES

- Plumbing License.....\$25.00

- Plumbing Permit..... \$40.00 plus \$3.00 per fixture
- Out of District Sewer Users
 - If on Village water.....80 cents /1,000 gallons water used
 - If not on Village water.....\$50.00 per unit
 (Unit = 50,000 gallons water per MCPW)
- Sewer Tap Inspection (Monroe County Pure Waters).....\$250.00 plus
 - If Village installed.....\$300.00
 - If contractor installed.....\$125.00

CANAL FRONT AMMENITIES

- Boats 16' or less.....\$4.00
- Boats 17' – 30'.....\$6.00
- Boats 31' – 40'.....\$8.00
- Boats 40'.....\$10.00
- Commercial Boats.....\$15.00

POLICE DEPARTMENT FEES

- Copy of Police Report.....no charge
- Fingerprinting (NON-Village resident/merchant)..... \$15.00
- Record Check..... ..\$5.00

Pay Village Clerk for fingerprinting or record check then make appointment with Police Department.

- Parking
 - Illegally Parked.....\$30.00
 - Winter Parking Ordinance.....\$40.00
 - Fire Lane / Hydrant.....\$50.00
 - Handicapped Parking.....\$60.00*

Fines doubled if not paid or contested within 30 days.

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

WATER:

Water Rate Schedule – Effective January 1, 2005

As Adopted December 8, 2004

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 \$ 3.63 per M gallons
 Minimum Billing \$15.00 per quarter

QUARTERLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage \$ 4.67 per M gallons
 Minimum Billing \$20.00 per quarter

MONTHLY METERED SERVICE WITHIN THE VILLAGE OF BROCKPORT:

All Water Usage \$ 3.63 per M gallons
 Minimum Billing \$15.00 per month

MONTHLY METERED SERVICE OUTSIDE THE VILLAGE OF BROCKPORT:

All Water Usage \$ 4.67 per M gallons
 Minimum Billing \$20.00 per month

UN-METERED WATER:

The rate for un-metered water sales shall be \$6.00 per thousand gallons

TERMS AND PAYMENT:

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 the due date.

11.9 SERVICE CONNECTIONS:

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

SIZE OF SERVICE	Fee
Charge	
3/4" and 1" with 5/8" or 3/4" meter and under.....	\$1,000.00
3/4" and 1" with 1" meter.....	\$1,100.00

1 ½" with 1 ½" meter.....	\$1,500.00
2" with 2" meter.....	\$2,000.00
Over 2".....	See Sub-Section 11.14

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)

B. 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	\$200.00
1".....	\$250.00
1 ½".....	\$360.00
2".....	\$530.00
Over 2".....	See Sub-Section 11.14

In addition to the fee charges set forth above for the service taps, there will be an additional charge if, upon installation, the Commissioners have to supply any other necessary parts in order to effect the tap.

C. DELETED

D. 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.

E. 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.

F. The rate for unmetered water sales shall be \$6.00 per thousand gallons.

Merchant Street Smokehouse Event –

Discussion took place on a request from the Merchant Street Smoke House to have their event the weekend of the Art Festival on August 11th and 12th. They have held this event the last few years.

→ Trustee Heyen moved, Trustee Castañeda seconded, unanimously carried to approve the request of the Merchant Street Smokehouse to hold their annual event the weekend of the Art Festival on August 11th and 12th on the condition that they change the end time on Saturday to 9pm and time on Sunday from Noon to 9pm.

(Follow up: Trustee Heyen spoke with Jason Mott of the Merchant Street Smokehouse. He was unable to attend the workshop, but was fine with the Board's time change and with not having a wine tent.)

Rural Opportunities Inc. – NYS AFC Grants –

Trustee Heyen reported for Trustee Waganhauser who was unable to attend the workshop. It was suggested to have them do informational workshops to provide info to the community about their program and services.

→ Trustee Heyen moved, Trustee Maziarz seconded, unanimously carried to authorize that a letter be sent to Rural Opportunities, Inc. – NYS AFC Grants allowing them to survey (data collection from Deputy Clerk Coopenberg) and to advocate on behalf pertaining to these particular grants for community to apply.

Executive Session to discuss personnel matter.

Summary of follow ups needed:

Trustee Maziarz - to check with NYS Canal Corporation's Carmella Mantella about canal signs and if we are able to keep the Main Street Bridge down (2:15 to 5:15) during the repairs for Park Avenue Bridge.

Trustee Maziarz - to check about bathrooms for Palmyra Cub Scout Pack to camp overnight at Corbett Park.

Trustee Castañeda - to check to see if Roger Smith will do coffee for the Art Festival. She said she will provide 25 dozen donuts.

Trustee Castañeda – to fill Mayor Wexler in on the 7/23 workshop. Someone should fill Trustee Wagenhauser in on the 7/23 executive session discussion. (Follow up: Mayor Wexler is okay with what was discussed.)

Trustee Castañeda - Would anyone like to help man a Village display table on 9/8 during September Fest in 2-hour intervals?

Trustee Castañeda – to Contact NYCOM for opinion concerning WMHO event - Pending

Mayor Wexler - to contact Village Attorney about WMHO event.

Trustee Heyen – to contact Norm Wright re WMHO event as soon as we have an answer for him.

Maria C. Castañeda, Trustee / Vice Mayor