

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 1, 2004 at 7:00pm.

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

EXCUSED: Trustee Norman J. Knapp

ALSO PRESENT: Village Attorney Edward W. Riley, Fire Chief Christian A. McCullough, Planning Board Chair / Economic Development Coordinator Scott Winner, Ken Pike, Paul Chatfield, Tom Carpenter, Jeremy DeLyser, Carrie Maziarz, Ray & Jackie Morris, Terri Green (Brockport Post), Robbi Hess (Suburban News), Jim & Joan Hamlin, John Lessord, Rich Miller, Jack Wahl, Fred Montag, Gary Nowakowski, Norm GianCursio, Francisco Borraro, Linda Borraro, Gary Derwick, Tony Perry.

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

REVIEW OF MEETING MINUTES: Mayor Matela called for any additions or corrections to the minutes of the regular meeting held February 2, 2004.

➔ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried that the minutes of the meeting held February 2, 2004, be approved as written.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

PUBLIC COMMENT: None

GUESTS:

1. Bethany Centrone of the Brockport Symphony Orchestra – thanked the Village for their contribution last year and for the recent use of the Village Hall for string rehearsals. They work on a concert-to-concert basis with the next concert planned for March 20th with a special piano soloist and German soprano. She distributed a one-page budget with expenses. Due to the retirement of some of the musicians, there has been an increase in expenses. They have retained their conductor. BISCO and the Town of Clarkson have contributed this year. She said they plan to ask the Town of Sweden next. They have not asked for a particular dollar amount. Whatever the Village fees they can contribute.

Mayor Matela thanked her for coming in and said it is important to keep the Brockport Symphony Orchestra going. The Village Board will take this into consideration and contribute whatever is feasible.

DEPARTMENT REPORTS:

A. PUBLIC WORKS / COMMUNICATIONS CENTER – Superintendent Bradley B. Upson

1. Authorization to re-bid Harvester Park Improvement Project – and
2. Authorization to re-bid Canal side Visitors / Community Center Project - Superintendent Upson shared that the Village Engineers are in attendance to present an estimated budget summary on the Harvester Park Improvement Project and the Canal side Visitors Center Project. Tom Carpenter of Chatfield Engineers distributed the estimated budget summary for both projects and a proposed timeline for the work. As the Board will recall, the projects came in higher than anticipated and all bids were rejected. They have looked at ways to save money on the two projects using “value engineering”. For the park improvements this includes holding off on landscaping, using painted steel railing in lieu of stainless steel, and the DPW doing most of the earthwork and concrete work. This will save \$91,196. Take this from the original project cost of \$449,725.82 and the modified project cost is \$358,529.82. After what has already been paid and the promised grant awards, the Village expenses total \$200,272.24. Of that, \$104,434.62 is in-kind labor (DPW) and \$95,837.62 would be the total cash funds required.

For the Visitors Center, the footprint of the building would remain the same. They would also use painted steel railing in lieu of stainless steel, have the DPW do the earthwork and concrete work, use different windows, and hold off on building one restroom. This will save \$29,000. Take this from the original project cost of \$280,452.00 and the modified project cost is \$251,114.00. After what has already been paid and the promised grant awards, the Village cash expenses subtotal \$171,847.00. Of that, \$12,211.00 is in-kind labor (DPW) and \$159,636.00 would be the total cash funds required. The cash funds required for contract would be \$141,425.00.

Regarding the tentative project schedule, they would like to open bids on April 8th. This would enable construction to start mid May. The park could be completed by the end of July and the center could be completed by the end of August. There is not a lot of play in the schedule.

extension.

Trustee Wexler asked the amount of money in the project account. Treasurer Rightmyer said there is approximately \$356,000 in the Project 44 fund. This does not include promised grant monies.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried to re-bid the Harvester Park Improvements Project.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried to re-bid the Harvester Park Canal Side Visitor's / Community Center Project.

2. Sewer Problem 242 Holley Street – Mayor Matela referred to a letter from Chris and Melissa Norment of 242 Holley Street who enumerated many sewer problems they have experienced over the last ten years. Superintendent Upson said the DPW has been there, has tested and flushed the lines and has never pinpointed a specific cause. They keep the line flushed out regularly, clear the blockages and it flows fine again. They previously suggested that the homeowners install a positive plug. Superintendent Upson stressed that General Municipal Law does not allow a municipality to spend public funds on private property.

Trustee Wexler asked if there is anything the Village can do legally to help them. The residents cite problems back to the fall of 1994. B. Upson said there are 4 other houses in that stretch that sometimes have problems. Their plumber says it is a Village problem, however, no problem can be found. The plumber recommended flapper valves, but B. Upson does not recommend them and there is no guarantee. Further, this can be more expensive in the long run than the positive plug.

Attorney Riley asked if the Village had anything to do with the causation of the problem. Superintendent Upson said not that they could find. Attorney Riley agreed that the Village couldn't donate services or money to private citizens.

Superintendent Upson said they would use the sewer television camera on it and continue to work towards finding a cause. The sewer could be replaced, but that would be the most expensive option.

B. POLICE DEPARTMENT – Chief Daniel P. Varrenti

1. Resignation of part time officer Shaun Moore – Chief Varrenti reported that recent hire as part time police officer Shaun Moore has resigned halfway through training.

→ Trustee Wexler moved, Trustee Whipple seconded, unanimously carried to accept the resignation of part time police officer Shaun Moore with regrets.

2. General Orders – Chief Varrenti presented changes to General Order 210 about background investigations and 485 vehicle towing policy for the binder in the Village Office.

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

1. Assessment Grievance Day Report – S. Zarnstorff reported that the Assessment Board of Review addressed 6 applications on February 17th. Most were requesting small reductions in their assessment. Half were approved as applied for, others were given minor adjustments. The Kleen Brite properties at 200 State Street and 100 Fair Street were discussed at length. No reduction was given to 200 State Street, but a minor reduction was given to 100 Fair Street more in line with the current condition of the building.
2. ICC Conference Report – S. Zarnstorff reported on the weeklong International Codes Council training program he attended last week. He said the courses and information surpassed his expectations and will prove to be tremendous tools in his job. It was also a good networking opportunity. Topics included code enforcement, property maintenance, occupancy issues, and housing inspections. There were high caliber speakers from Dallas, Texas, Gainesville, Florida, Chattanooga Tennessee and elsewhere. He will do a written report and make recommendations for the Village. He thanked the Board for covering part of the expenses.

D. FIRE DEPARTMENT - Chief Christian A. McCullough

1. Membership Adds/Drops/Transfers – Chief McCullough asked the Board to consider approving the following: Explorer Drops: Helen Bogue, Jason Hage, Michael Hall, Sarah Paulson, Kris Ziegler, Kevin Voos. Drops: Eric Ault, Paul Brundage, Robert Cummings, Lawrence Easton, Scott George, Stanley Jenks, Richard Jones, Larry Roggow, Grace Schmidt, Scott Warthman, Matthew Youmans Adds: Erica Abram, Ryan Markle, Keith Mitchell Mutual Aid Adds: Dan

Beckwith, Janet Brodesser, Tina Hoover Ladies Auxiliary Member Adds: Member Adds:
Dolores Flow, Peggy Hart, Ella Mae Judd, Linda Letouzel, Becky Metzger, Mary Way, Laura
Williams Name Change: Anna Kodanko, Anna Marie Nelson, Inactive Exempt (needs

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certificate): Mike Seever

→ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried approving the previously mentioned adds, drops, transfers, name change and exempt certificates.

2. Call Load and Updates- Chief McCullough reported 287 ambulance calls year to date and 158 fire calls year to date. There have been 4 fatal motor vehicle accidents on Route 31 so far this year. Assemblyman Reilich is looking at possible changes on Route 31. The Department is awaiting its new hurst tool and cutters donated by BISCO and Assemblyman Reilich. The rescue truck will be back Saturday. The new pumper truck should arrive March 21st. They may have to look at a new style of door. The annual Department banquet is this Saturday. SUNY Brockport President, Dr. Yu will be making a brief presentation of \$5,000 to the Fire Department at its meeting tomorrow night.

3. Interim Ambulance Career Staff Coordinator – Chief McCullough reminded the Board that all are in agreement to have Paramedic David Noltee act as the career staff coordinator for the duration of Judy Ann Johnson's absence. Trustee Whipple said the program policies and procedures are not all in writing yet, but that D. Noltee has a good understanding. Mayor Matela said the Employee Handbook covers issues not specified through the ambulance program. Chief McCullough said D. Noltee would like to sit down with the Village Board at some point. Mayor Matela said she would invite him to their next workshop. Chief McCullough said the Village might need to hire more ALS Techs. Trustee Whipple said the Village Board would look to D. Noltee to come back with some recommendations.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried appointing David Noltee as part time Interim Ambulance Career Staff Coordinator until further notice at \$14 per hour.

E. TREASURER - Scott D. Rightmyer / Ian M. Coyle

1. Budgetary Change – Treasurer Rightmyer reviewed the budgetary change he distributed to the Board. It is moving \$27,476 from contingency, \$4,229 from 3rd Party Billing, and \$2,000 from Economic Development Contractual Expenses to various specified lines.

→ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried authorizing the budgetary changes as presented.

F. CLERK - Leslie A. Morelli

1. Notice for Electing Village Officers – Clerk Morelli reported that there would be Village elections for 2 Trustee positions this June 15, 2004. The following notice was published in the Suburban News. Candidate packets are ready to pick up at her office.

NOTICE FOR ELECTING VILLAGE OFFICERS

PLEASE TAKE NOTICE the following resolution will be duly adopted by the Board of Trustees of the Village of Brockport in their regular meeting to be held March 1, 2004.

RESOLVED: that the Annual General Village Election in and for the Village of Brockport will be held on Tuesday, June, 15, 2004 with the following officers to be chosen: Two (2) Trustees for a term of four years each, and be it

RESOLVED: that the first day to circulate independent nominating petitions is March 20, 2004, and the last day to file said petitions in the Office of the Village Clerk is Tuesday, May 11, 2004 at 4:30pm. Petitions must indicate the office(s) and term thereto, for which it is filed, and be it further

RESOLVED: that the applications for absentee ballots will be accepted by the Village Clerk no earlier than February 17, 2004 and no later than June 3, 2004 for applications to be mailed or June 14, 2004 for personal applications by applicant of his/her agent.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried adopting the above resolution.

2. Annual PERMA conference – Clerk Morelli asked for authorization to send Betty Coopenberg to the annual PERMA workers compensation conference in Lake George on May 20th and 21st. PERMA pays for the stay and meals at the hotel. The Village would only pay mileage,

estimated at \$132.

→ Trustee Wexler moved, Trustee DeToy seconded, unanimously carried authorizing Betty Coopenberg to attend the PERMA conference.

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G. ATTORNEY – Edward W. Riley / DEPUTY ATTORNEY – Frank A. Aloï
1. Town of Sweden Fire Contract – Attorney Riley said he has requested the Town of Sweden fire contract from Town Attorney Bell, but it has not been submitted yet.

H. ECONOMIC DEVELOPMENT – Coordinator R. Scott Winner
S. Winner gave an update on his activities since the last meeting. Discussions have resumed with Chattanooga Labeling. They have an interest in the Empire Zone space on the Allied Campus. The firm has approximately 70 employees. Dollar General, a national retail chain, will open at the newly renovated 48/50 North Main Street within the month. FAB Books will open at 48 N. Main Street within the month. The Brockport Farm Market study has been very well received. Response rate has been high and are overwhelmingly receptive. Results are being compiled this week. Got great press coverage in last week's Brockport Post. S. Winner gave a "Brockport 101" presentation to more than 20 Ryan Homes sales representatives. Discussions regarding a collaborative advertising effort continue including running a Brockport ad at no cost to the Village. Lockwood Precision Manufacturing is now preparing cost estimates for the conversion of Marv Duryea's Clinton Street property. They employ 6 and are poised for growth. COMIDA assistance is a possibility if they buy the building. The same space is being considered by Grandpa Martin's Pickles. They are awaiting word on funding from their bank.

S. Winner further shared that he toured the Village with a D&C reporter who will be writing about shopping in Brockport in their annual "Living Here" supplement. He toured potential studio locations with representatives of a martial arts studio looking to establish a Brockport presence. He toured the village with representatives of an insurance agency looking to establish a Brockport presence. A new jewelry store will be moving into the Nail Creations location on Market Street. Nail Creations is moving into space currently occupied by The Deep End swim shop. The Deep End is moving to the other end of the same plaza, doubling its space. Brockport Federal Credit Union is moving into Liberty Street retail space in the Goforth Electric building (formerly occupied by NAPA). S. Winner said he submitted a CDBG application for façade renovation funding. He has also submitted a funding request to Congressman Reynolds for monies to purchase and secure 60 Clinton Street.

SUPPORT BOARDS REPORTS:

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

VILLAGE BOARD REPORTS:

- A. Vice Mayor Wexler – No report.
- B. Trustee Whipple – No report.
- C. Trustee Knapp - excused
- D. Trustee DeToy – No report.
- E. Mayor Matela
 - 1. Proclamation honoring BCSD – High School – Clerk Morelli read the following proclamation.

PROCLAMATION

WHEREAS, the citizens of the Village of Brockport are pleased and proud that the Bill and Melinda Gates Foundation, the Council of Chief State School Officers and the International center for Leadership in Education recently selected Brockport High School as one to exemplify the goal of rigor and relevance for all students.

WHEREAS, Brockport will be a part of the Bill and Melinda Gates Foundation / Council of Chief State School Officers / International Center for Leadership in Education high school initiative, Bringing Best Practices to Scale.

WHEREAS; Brockport will be among 30 high schools to be showcased to education leaders from across the United States at the Model Schools Conference in Washington, DC June 25-28.

WHEREAS; it is fitting and appropriate that the citizens of this community recognize the positive impact this has on the lives of all of us;

NOW, THEREFORE, I, Josephine C. Matela, Mayor of the Village of Brockport do hereby urge all citizens to join with the Village Board of Trustees in this salute to the Brockport Central School District

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IN WITNESS WHEREOF, I do hereby set my hand, and cause the Corporate Seal of the Village of Brockport to be affixed this 1st day of March, in the year 2004.

Josephine C. Matela, Mayor
Village of Brockport

2. Request for Executive Session re Personnel – Mayor Matela asked for an executive session to discuss personnel matters.

⇒ At 7:55pm Trustee DeToy moved, Trustee Whipple seconded, unanimously carried that the Board of Trustees of the Village of Brockport enter into an executive session to discuss personnel matters.

I, Leslie A. Morelli, Clerk for the Board of Trustees of the Village of Brockport, do hereby certify that the Board met in an executive session and did discuss the matters as expressed in their motion, and I further certify that no formal action regarding public funds was taken thereon.

Leslie Ann Morelli, Village Clerk

→ At 9:28pm Trustee Whipple moved, Trustee Wexler seconded, unanimously carried that the Board of Trustees of the Village of Brockport close executive session and re-enter the regular meeting.

AUDIT:

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

Village

Date	Check #	Amount
2/9	169143	30.00
2/17	169146-147	300.00
2/17	169148	18.00
2/19	169149-155	6506.18
3/01	169161-189	19666.27
3/01	169230-253	16498.13
3/01	169258-275	9749.80

Fire

2/19	169156-159	8981.21
3/01	169195-229	23666.77

Capital Projects

2/18	1628	14.96
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Third Party Billing

2/19	261	58.65
3/01	263-280	8248.92

ADJOURNMENT:

- Trustee Whipple moved, Trustee Wexler seconded, unanimously carried that the meeting be adjourned at 9:30pm.

Leslie Ann Morelli, Village Clerk