

ANNUAL 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, July 21, 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, Police Chief Daniel P. Varrenti, Treasurer Scott D. Rightmyer, Clerk Leslie A. Morelli.

EXCUSED: Building/Zoning Officer Scott C. Zarnstorff

ALSO PRESENT: Village Attorney Edward W. Riley, Assistant Fire Chief Mark Warner, Economic Development Coordinator & Planning Board Chair R. Scott Winner, Assistant Building Inspector Larry Vaughan, Ken Pike, James Clark, Sr., Ray & Jackie Morris, Carl & Sharon Wheat, Jim & Joan Hamlin, John Lessord, Fred Webster, Robbie Hess (Suburban News), Terri Green (Brockport Post), Inga Songbird, Gerald Wilson, Giff Mosher.

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 June 16, 2003 and special meeting held June 23, 2003.

→ Trustee Wexler moved, Trustee DeToy seconded, unanimously carried that the minutes of the meetings held June 16, 2003 and June 23, 2003 be approved as written.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

GUESTS: Family of Brockport Police Officer Paul Wheat

SWEARING IN: Officer Paul Wheat from part-time to full-time Officer

PUBLIC COMMENT:

1. Inga Songbird of 6 Utica Street shared that she is in the process of opening a business at 33 Main Street to be called Songbird Living Art Gallery. She reviewed her application for a sidewalk use permit to have tables, chairs and 2 large planters in front of her store. She described the size and heft of the planters and questioned how many tables and chairs she is allowed. Mayor Matela said she can only utilize the space in front of her store – no more than 50 percent of the sidewalk, up against the building. L. Vaughan concurred and said it would depend on how wide the storefront is, but entrances/exits cannot be blocked. He said he would guess no more than 2 tables. Attorney Riley questioned if she would be removing the planters each night. I. Songbird said she had not planned to. Attorney Riley shared that the code requires all items approved by a sidewalk use permit (tables, chairs, planters, etc.) to be brought in by 11pm each night. I. Songbird said she would need to forego the planters then because they would be far too heavy to bring in and out daily.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried approving the sidewalk use permit for Songbird Living Art Gallery at 33 Main Street for an appropriate number of tables and chairs utilizing no more than 50 percent of the sidewalk in front of the storefront.

Trustee Wexler wished her luck with her business.

2. Gerald Wilson, Trustee of the First Presbyterian Church at 35 State Street shared that he appeared before the Planning Board on July 14th. The Board granted site plan approval to reconstruct the north entrance contingent upon meeting any and all requirements of the Building Inspector regarding construction codes and obtaining an agreement from the Village Board regarding use of Village property prior to commencement of construction. He requests the use of additional Village property to reconstruct the north entrance to enhance the appearance, be structurally sound and comply with ADA codes. Currently 70 square feet of Village property is utilized through a license agreement made in the 1950's. An additional 260 square feet, totaling 340 square feet of Village property is needed to complete the rehabilitation as planned. G. Wilson said at this time he, unfortunately, cannot show a survey map or the existing agreement. They have hired a surveyor and an attorney. Preliminary architectural and mechanical drawings have been completed. The Building Inspector reviewed those at the Planning Board meeting and provided his thoughts. The church property line runs 3 feet North of the building. G. Wilson thanked the Planning Board, support staff and Attorney Riley for their guidance.

Any agreement will include clauses to exempt the Village from any liability. G. Wilson further assured that the structure does not go past the curb line nor does it interfere with the municipal parking or roadway. They will, however, lose one parking space on the Church's side. If the building ceases to function as a Church, the agreement will become null and void. Trustee Whipple said he is glad to hear it will not go past the curb cut. He questioned where the additional Village

property comes in. G. Wilson said east into the grassy area about 20 feet.

MINUTES OF THE MEETING HELD July 21, 2003 continued.....page 2

Trustee Whipple asked if the existing steep embankment would be taken away. G. Wilson said yes, to make the ramp. G. Wilson said the Planning Board brought up the need for ease of DPW plowing. G. Wilson said the DPW always uses the small truck and has never caused any damage. They do not anticipate any problems. Attorney Riley said G. Wilson spoke comprehensively at the Planning Board meeting and is looking for approval to go forward on the proposed contingent license agreement. Once the attorneys see the survey, they can agree on the language and bring it forward. The Village Board could express their tacit approval, but not final approval until the survey and agreement are drawn up. The main concerns are liability, no impingement on parking, and termination at the time it is no longer used as a Church. The Mayor and Board indicated that they are fine with it so far and look forward to reviewing the survey and agreement.

APPOINTMENTS & ADOPTIONS

Resignations/Not interested in being considered for re-appointment:

- 1. Historic Preservation Board: Ute Duncan and Mark Rice
- 2. Seymour Library Board: Brenda Tremblay

⇒ Trustee Knapp moved, Trustee DeToy seconded, unanimously carried accepting the resignations of Ute Duncan and Mark Rice from the Historic Preservation Board and Brenda Tremblay from the Seymour Library Board with regrets and thanks for their years of service.

APPOINTMENTS:

⇒ Trustee Knapp moved, Trustee DeToy seconded, unanimously carried that the following Deputy/Vice Mayoral and Village Board appointments be made:

2003 - 2004 COMMITTEE / LIAISON ASSIGNMENTS

Deputy / Vice Mayor.....Trustee Wexler

Committees:

Utilities – Lighting/Sewers.....Trustee Knapp / Trustee Wexler
Advisor.....DPW Spt. Upson

Streets.....Trustee Knapp / Trustee Whipple
Advisor.....DPW Spt. Upson

Parks.....Trustee Wexler
Advisor.....DPW Spt. Upson

Buildings/Property.....Trustee DeToy / Trustee Whipple
Advisor.....DPW Spt. Upson

Finance.....Board of Trustees
Advisor.....Treasurer Rightmyer

Fire and Ambulance.....Trustee Whipple / Trustee Knapp

Personnel – a) Police.....Trustee DeToy / Mayor Matela
b) DPW & Communications.....Trustee Knapp / Mayor Matela
c) Office.....Trustee Whipple / Mayor Matela
d) Building/Zoning.....Trustee Knapp / Mayor Matela

Traffic.....Trustee DeToy / Trustee Whipple
Advisor.....Police Chief Varrenti

Community Development.....Trustee DeToy / Mayor Matela
Advisor.....R. Scott Winner

Economic Development.....Mayor Matela
Advisor.....R. Scott Winner

Village Code Review.....Trustee DeToy
Advisor.....Building/Zoning Officer Zarnstorff

Cable Commission (term expires 2006).....Trustee Wexler

Liaison to the Library Board.....Trustee Wexler

Liaison to the Planning Board.....Trustee DeToy

Liaison to the Zoning Board of Appeals.....Trustee Wexler

⇒Trustee Whipple moved, Trustee Wexler seconded, unanimously carried that the following appointments be made:

- External Auditor**.....one year term.....Chris Trento
Bob Fox for budget assistance
- Village Attorney**.....one year term.....Edward W. Riley
- Deputy Village Attorney**.....one-year term.....Frank A. Aloï

⇒Trustee Wexler moved, Trustee Whipple seconded, unanimously carried that the following appointments be made:

- Village Clerk**.....two year term.....Leslie Ann Morelli
- Village Treasurer**.....two year term.....Scott D. Rightmyer
- Village Historian**.....one year term.....Jacqueline Morris
- Museum Director**.....one year term.....Mary Lynne Turner

⇒Trustee Whipple moved, Trustee DeToy seconded, unanimously carried that the following appointment be made:

- Official Repositories**.....JP Morgan/Chase
HSBC
Fleet Bank
M&T Bank

⇒Trustee Whipple moved, Trustee DeToy seconded, unanimously carried that the following appointment be made:

- Official Newspaper**.....Suburban News

⇒Trustee DeToy moved, Trustee Knapp seconded, unanimously carried that the following appointments be made:

- Board of Water Commissioners**.....five-year term.....Sal Sciremammano
- Planning Board**.....five-year term.....John Brugger
- Zoning Board of Appeals**.....five-year term.....Carrie Maziarz
- Historic Preservation Board**.....three-year term.....David Strabel
- Historic Preservation Board**.....three-year term.....Tom Ferris, Attorney
- Historic Preservation Board**.....three-year term.....Kathleen Goetz
- Historic Preservation Board**.....three-year term.....Michelle Pedley
- Historic Preservation Board**.....three-year term.....Carrie Maziarz
- Seymour Library Board (Brockport rep.)**.....three-year term.....Sharon Sodoma
- Canal Revitalization Committee**.....Sara Cook
- Canal Revitalization Committee**.....Stephen Ullman

ADOPTIONS:

⇒Trustee Knapp moved, Trustee Whipple seconded, unanimously carried that the following meeting and workshop schedules for the 2003-2004 fiscal year be approved:

2003-2004 VILLAGE OF BROCKPORT MEETINGS

PLEASE NOTE THAT ALL VILLAGE MEETINGS WILL NOW BEGIN AT 7:00PM.

Village Board Meetings

Regular meeting nights:

First and Third Monday of each month, unless otherwise noted at 7:00pm:

- | | |
|-----------------------------|-----------------------------|
| August 18, 2003 | February 2, 2004 |
| September 2, 2003 (Tuesday) | February 17, 2004 (Tuesday) |
| September 15, 2003 | March 1, 2004 |
| October 6, 2003 | March 15, 2004 |

October 20, 2003
November 3, 2003
November 17, 2003

April 5, 2004
April 19, 2004
May 3, 2004

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December 1, 2003
December 15, 2003
January 5, 2004
January 20, 2004 (Tuesday)

May 17, 2004
June 21, 2004
July 19, 2004
August 16, 2004

Village Board Workshops

The following Mondays at 7:00pm unless otherwise noted:

August 11, 2003
September 22, 2003
October 27, 2003
November 24, 2003
December – none
January 26, 2004

February 23, 2004
March 22, 2004
April 26, 2004
May 24, 2004
June 14, 2004
July 12, 2004
August 9, 2004

Board of Water Commissioners

Regular meeting nights: 2nd Wednesday of each month at 7:00pm.

Planning Board

Regular meeting nights: 2nd Monday of each month at 7:00pm.
Special meetings available upon request: 4th Monday
Submittal Deadline: Wednesday by Noon before the Monday meeting.

Zoning Board of Appeals

Regular meeting nights: 4th Monday of month at 7:00pm (Only upon application.)
Submittal Deadline: At least 3 weeks prior to meeting.

Historic Preservation Board

Meets only as needed.

**VILLAGE OF BROCKPORT HOLIDAY SCHEDULE
JUNE 1, 2003 – MAY 31, 2004
Adopted 5/5/03**

The following Holidays will be observed in accordance with the CSEA and Stetson Club Agreements as well as the Village of Brockport Employee Handbook (modified 5/6/02).

Friday, July 4	-Independence Day
Monday, July 7	- Floating Holiday
Friday, August 29	- Floating Holiday
Monday, September 1	- Labor Day
*** Monday, October 13	- Columbus Day
Tuesday, November 11	- Veterans Day
Thursday, November 27	- Thanksgiving Day
Friday, November 28	- Day after Thanksgiving
Thursday, December 25	- Christmas Day
Thursday, January 1	- New Year's Day
Monday, January 19	- Martin Luther King, Jr. Day
*** Monday, February 16	- Presidents' Day
Friday, April 9	- Good Friday
Friday, May 28	- Floating Holiday
Monday, May 31	- Memorial Day

***Non-Union office staff only.

⇒Trustee DeToy moved, Trustee Whipple seconded, unanimously carried adopting the hours credited for NYS retirement purposes:

**RESOLUTION
STANDARD WORK DAY/MONTH
FOR NEW YORK STATE RETIREMENT PURPOSES**

BE IT RESOLVED, that the Village Board be and hereby establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

RESOLVED: that the standard work day for the **Mayor** (if enrolled in said retirement system) be established at six (6) hours per day / twenty (20) days per month; and be it

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RESOLVED: that the standard work time for the **Trustees** (if enrolled in said retirement system) be established at five (5) days per month; and be it

RESOLVED: that the standard work time for **Planning Board** members (if enrolled in said retirement system) be established at sixteen (16) hours per month; and be it

RESOLVED: that the standard work day for the **Village Clerk** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **Village Treasurer** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **Water Clerk** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **A/P – P/R (Accounts Payable and Payroll) Clerk** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **Building/Zoning Officer** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **Police Chief** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for **Police Officers** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **full-time Police Department Secretary** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work week for the **Crossing Guard/Meter Maid** be established at thirty (30) hours per week; and be it

RESOLVED: that the standard work day for the **Department of Public Works Superintendent** be established at eight (8) hours per day; and be it

RESOLVED: that the standard work day for the **Department of Public Works Foreman** be established at eight (8) hours per day; and be it

RESOLVED: that the standard workday for the **Department of Public Works Laborers** be established at eight (8) hours per day.

⇒ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried that the following fee schedule for the 2003-2004 fiscal year be approved:

**VILLAGE OF BROCKPORT
FEE SCHEDULE**

Amended 7/21/03

* means changed from previous year

PLANNING BOARD FEES

- Change of use (for the first 1,500 sq. ft.)..... \$25.00 plus .05 per added q. ft. over 500
- Site plan (new construction)..... \$500.00 plus .05 per sq. ft.
- Site plan (existing)..... \$250.00 plus .05 per sq. ft.
- Subdivision (per Code)..... \$100.00 plus \$50 per lot
- Special Meeting at request of applicant \$50.00
- Public Hearing if Board deems necessary \$50.00

- 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.

ZONING BOARD OF APPEALS FEES

- Area Variance..... \$150.00
- Use Variance..... \$300.00
- Interpretation..... \$150.00
- Other (special permit or authorization required by code)..... \$150.00 *

BUILDING PERMIT FEES

- One & Two Family \$.10 per sq. ft..... \$25.00 minimum *
- Multi-Family \$.10 per sq. ft..... \$25.00 minimum *
- Commercial..... \$.10 per sq. ft..... \$30.00 minimum

- Industrial \$.10 per sq. ft. \$30.00 minimum
- Pool..... \$10.00
- Fireplace \$10.00
- Wood-burning stove \$10.00
- Sheds (over 144 sq. ft.) \$.05 per sq. ft. \$10.00 minimum *

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- Decks \$.05 per sq. ft. \$10.00 minimum
- * Demolition Permit \$15.00

CERTIFICATE OF OCCUPANCY

- Single Family Dwelling..... Code 210 \$20.00
- Double Dwelling..... Code 220 \$30.00
- Triple Dwelling Code 230 \$45.00
- Townhouses Code 411 \$10.00 per unit /\$40.00 minimum
- Apartment Complex..... Code 411 \$50.00 per building
- Inn, Lodge, Rooming House..... Code 418 \$50.00
- Commercial..... \$50.00
- Renovation..... \$25.00
- Industrial \$150.00
- Public Assembly \$100.00
- Room Addition \$10.00

MISCELLANEOUS

- Tax Search \$10.00
- Copies..... \$.25 per page
- Zoning Chapter of Code Book \$25.00
- Zoning Map (color)..... \$5.00
- Sign Permit \$15.00
- Plumbing Permit \$25.00 plus \$2.00 per fixture
- Appliance with Freon \$25.00 *
- Garbage and Trash Pick-Up..... Cost to Village plus \$50.00
- Garbage Cans Pick-Up..... \$25.00 per can *
- Lawn Mowing..\$150 per hour per man plus equipment..... = \$300.00 per hour
- Out-of-District Sewer Users \$ *Brad to provide info.
- Sewer Tap Inspection (Monroe County Pure Waters)..... \$250.00 plus
 - If Village installed \$200.00
 - If contractor installed \$125.00

POLICE DEPARTMENT FEES

- Towing of vehicle \$60.00 (until go out to bid)
- Storage of vehicle \$10.00 per day
- Copy of Police Report..... no charge
- Fingerprinting (NON-Village residents/merchant)..... \$15.00
- Record Check (NON-Village residents/merchants)..... \$5.00

Payment for fingerprinting or record check must be to Village Clerk then appointment with Police Department made.

WATER Related Fees – please see Board of Water Commissioners Fee Schedule

⇒ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried adopting the following stop signs and traffic signals for the Village of Brockport:

- 1) Adams Street at Chappell Street
- 2) Adams Street at Utica Street
- 3) Allen Street at Centennial Avenue
- 4) Barry Street at Fayette Street
- 5) Barry Street at Keable Court
- 6) Beach Street at Erie Street
- 7) Beach Street at Holley Street
- 8) Berry Street at Fayette Street
- 9) Beverly Drive at Idlewood Drive
- 10) Brockview Drive at Frazier Street
- 11) Brockway Place at Chappell Street
- 12) Brockway Place at Main Street
- 13) Brook Terrace at #24 Brook Terrace
- 14) Brook Terrace at Brookdale Road
- 15) Brook Terrace at South Avenue
- 16) Brookdale Road at Main Street
- 17) Burroughs Terrace at Fair Street
- 18) Candlewick Drive at Havenwood Drive
- 19) Carolin Drive at Clark Street (northbound and southbound)
- 20) Carolin Drive at West Avenue
- 21) Centennial Avenue at Allen Street
- 22) Centennial Avenue at Main Street
- 23) Central School Drive and Centennial Avenue
- 24) Chappell Street at Adams Street
- 25) Chappell Street at Centennial Avenue
- 26) Cherry Drive at Clark Street

- 27) Cherry Drive at Evergreen Road
- 28) Clark Street at Carolin Drive (eastbound and westbound)
- 29) Clark Street at Evergreen Road
- 30) Clark Street at Kimberlin Drive
- 31) Clark Street at Main Street

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- 32) Clark Street at Smith Street (eastbound and westbound)
- 33) Clinton Street at Main Street
- 34) Cloverwood Drive at Candlewick Drive
- 35) Coleman Creek Road at Central School Drive
- 36) Coleman Creek Road at Main Street
- 37) College Street at Main Street
- 38) College Street at Utica Street
- 39) Erie Street at Beach Street (eastbound and westbound)
- 40) Erie Street at Perry Street (eastbound and westbound)
- 41) Erie Street at Utica Street (eastbound and westbound)
- 42) Evelyn Drive at Glendale Road
- 43) Evergreen Road at Clark Street
- 44) Fair Street at Quaker Maid Street
- 45) Fayette Street at East Avenue
- 46) Frazier Street at Fayette Street
- 47) Frazier Street at Glendale Road (eastbound and westbound)
- 48) Frazier Street at Keable Court
- 49) Gardner Alley at Clinton Street
- 50) Gardner Alley at King Street
- 51) Glendale Road at Barry Street
- 52) Glendale Road at East Avenue
- 53) Gordon Street at Spring Street
- 54) Gordon Street at State Street
- 55) Graves Street at Clark Street
- 56) Graves Street at West Avenue
- 57) Havenwood Drive at East Avenue
- 58) High Street at Park Avenue
- 59) Hillcrest Parkway at Main Street
- 60) Holley Street at Main Street
- 61) Holley Street at Perry Street (eastbound and westbound)
- 62) Holley Street at Utica Street (eastbound and westbound)
- 63) Idlewood Drive at Clark Street
- 64) Idlewood Drive at West Avenue
- 65) Keable Court at Barry Street
- 66) Keable Court at Frazier Street
- 67) Kenyon Street at Monroe Avenue
- 68) Kimberlin Drive at Clark Street
- 69) Kimberlin Drive at West Avenue
- 70) King Street at Utica Street
- 71) Liberty Street at Fayette Street
- 72) Liberty Street at Main Street
- 73) Lincoln Street at King Street
- 74) Locust Street at Barry Street
- 75) Lyman Street at Fayette Street
- 76) Lyman Street at Locust Street
- 77) Market Street at Main Street
- 78) Market Street at Park Avenue
- 79) Maxon Street at Kenyon Street
- 80) Maxon Street at Utica Street
- 81) Meadowview Drive at Clark Street
- 82) Meadowview Drive at Evergreen Road
- 83) Mercer Street at Chappell Street
- 84) Monroe Avenue at Holley Street
- 85) Monroe Avenue at Main Street
- 86) Monroe Avenue at Utica Street (eastbound and westbound)
- 87) Morgan Court at Evergreen Road
- 88) Owens Road at State Street
- 89) Oxford Street at Spring Street
- 90) Oxford Street at State Street
- 91) Park Avenue at South Street (east and west of triangle)
- 92) Park Avenue at South Street (northbound and southbound)
- 93) Quaker Maid Street at South Avenue
- 94) Quarry Street at Locust Street
- 95) Queen Street at Clinton Street

- 96) Queen Street at Erie Street
- 97) Queen Street at Holley Street
- 98) Residence Drive at Holley Street
- 99) Residence Drive at Kenyon Street
- 100)Smith Street at Clark Street (northbound and southbound)
- 101)South Street at West Avenue

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- 102)South Avenue at Brook Terrace
- 103)South Avenue at Main Street
- 104)South Avenue at Owens Road
- 105)South Avenue at Quaker Maid Street
- 106)South Street at Main Street
- 107)South Street at Park Avenue
- 108)State Street at Park Avenue (eastbound and westbound)
- 109)Union Street at Park Avenue
- 110)Utica Street at Adams Street
- 111)Utica Street at Clinton Street
- 112)Utica Street at College Street (northbound and southbound)
- 113)Utica Street at Erie Street (northbound and southbound)
- 114)Utica Street at Holley Street (northbound and southbound)
- 115)Utica Street at Monroe Avenue (northbound and southbound)
- 116)Victory Drive at Barry Street
- 117)Victory Drive at Frazier Street
- 118)Washington Street at State Street
- 119)Water Street at Market Street
- 120)Westwood Drive at Glendale Road
- 121)Willowbrooke Drive at West Avenue
- 122)Winston Woods at South Avenue

Village owned and operated traffic signal – Adams Street at Allen Street.

DEPARTMENT REPORTS:

A. PUBLIC WORKS – Superintendent Bradley B. Upson

- 1. Resolution approving Change Order 2 adjusting final quantities for Canal Wall Rehab – B. Upson said the project is completed and there was a net increase of \$46,634.10 in materials. The funds will come from the New York Canal Corporation, with no out of pocket expense to the Village.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried approving Change Order 2 adjusting final quantities for the Canal Wall Rehabilitation at \$46,634.10 to be paid by New York State Canal Corporation.

- 2. Resolution calling a special Village Board meeting to consider and possibly award Harvester Park Improvement Project contracts – B. Upson shared that bids are due July 31st for the Harvester Park Improvement Project and Harvester Park Community Center. Rather than wait until the August 18th meeting, he asked if the Board would be willing to meet August 4th just for this purpose. Trustee DeToy said he would be away on vacation.

→ Trustee Knapp moved, Trustee Wexler seconded, unanimously carried to schedule a special meeting Monday, August 4th at 7pm for the purpose of reviewing and awarding bids for the aforementioned projects.

(NOTE: On July 25th it was determined to extend the bids from July 31st to August 28th. Therefore, the August 4th meeting would not be necessary.)

- 3. Resolution to hire 3 temporary laborers with CDL’s to work on Village portion of Harvester Park Improvement Project at \$10.93 per hour to be funded out of Waterfront Capital Reserve Fund – B. Upson asked for authorization to hire 3 temporary but full-time laborers with commercial drivers licenses for a period of 4 months to be paid out of the capital funds. This would free up regular full time staff for other work. Trustee Knapp asked the cost. B. Upson said he did not have a bottom line. Trustee Knapp said he asked for this at the workshop a week ago and is uncomfortable approving it without knowing the exact costs and if there are sufficient funds in that capital reserve account. Trustee Whipple asked the requirement for unemployment. B. Upson said those who work 20 hours are eligible for unemployment. Treasurer Rightmyer said it depends on the number of consecutive weeks worked – per the CSEA contract. B. Upson said both parties (CSEA and the temporary employees) would be willing to waive it. The Village accepts applications year-round and there are several for DPW to review. Attorney Riley asked if Labor Attorney Lippitt has reviewed this and how they waive benefits. B. Upson said he has not apprised him of it, but will. Regarding position acceptance, the hires would

sign off on offer letters that outline what they are and are not eligible for.

B. Upson said the Village needs to match the \$106,000 grant with funds or in-kind service and it is slated to be completed by November. Trustee Knapp said if there are not enough people to do the day-to-day work, maybe the projects should be postponed. Mayor Matela said the Village has fought to get and keep the \$106,000 grant and does not want to lose it. Trustee DeToy agreed the projects need to be completed. B. Upson suggested any motion be

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contingent on Treasurer Rightmyer verifying the capital reserve funds.

→ Trustee DeToy moved, Trustee Whipple seconded, Trustee Knapp opposed, Carried authorizing DPW Superintendent to hire 3 temporary laborers with commercial driver's licenses to work on the Village portion of the Harvester Park Improvement Project at \$10.93 per hour to be funded out of Waterfront Capital Reserve Fund on the condition that Treasurer Rightmyer verifies sufficient funds in that account and Labor Attorney Lippitt approves of it.

4. Resolution authorizing installation of 3 100-watt high-pressure sodium architectural luminaries on 12' black fiberglass poles and ancillary equipment in Havenwood Meadows Section 3 – Trustee Whipple asked if the fixtures would match the other sections. B. Upson said he is not positive since many years have gone between sections. Trustee DeToy said the contractor did the existing Havenwood Meadows sections; this is being done by Niagara Mohawk. S. Winner said the Planning Board set the expectation that the new fixtures should match the existing as best as possible. However, the availability of the same may be problematic.

B. Upson agreed and said Niagara Mohawk has changed their options. Now, either the developer installs the lighting and the Village owns, operates and maintains it, or Niagara Mohawk installs it, owns, operates and maintains it. B. Upson said he would like Niagara Mohawk to do it all. In fact, there are a few fixtures that the Village owns and operates that he would like to turn over to Niagara Mohawk so they would own and operate them all.

Trustee DeToy asked the location of these 3 lights and why they are being done piecemeal. B. Upson shared the locations (in phase one). S. Winner said the Planning Board has only given final approval to phase one so far. Trustee Knapp asked if the Board would have to create a lighting district. B. Upson said most likely. Trustee Knapp commented that the Village worked hard to eliminate all districts some years ago. B. Upson said it is up to the Board.

→ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried authorizing the installation of 3 100-watt high-pressure sodium architectural luminaries on 12' black fiberglass poles and ancillary equipment in Havenwood Meadows Section 3. The estimated annual charge: \$735.00.

5. Resolution hiring Pauline Johnson as a part-time Records Inventory Clerk – B. Upson shared that the Village received a records management grant in the amount of \$4,927 to inventory the records in the various locations at the Department of Public Works. Clerk Morelli shared that she and B. Upson attended a workshop regarding the grant and its requirements on July 8th. Former Village Clerk Pauline Johnson has offered to be the part-time Records Inventory Clerk on the project, as she was in 2000 for the Village Hall. She would be paid \$12 per hour for 100 hours (\$1,200) out of the grant funds. The project would be completed by June 2004.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing Pauline Johnson to be part-time Records Inventory Clerk for the purposes of this grant.

6. Resolution authorizing Brad Upson and Harry Donahue to attend the APWA Congress 8/24-29 – B. Upson shared that he and Foreman Donahue attended the conference in Oklahoma last year. This year it is in San Diego from August 23 – 29 at a total cost of \$2,500.

Trustee Wexler said he has some problems with it. He referred to having seen some numbers regarding the Stetson Club and CSEA contract negotiations that scare him as well as the large projects the Village is undertaking with Canal improvements, possible museum relocation and such. He said the line has to be drawn somewhere and maybe that should be at conferences.

Trustee DeToy asked B. Upson if this was in his budget. B. Upson said yes. Mayor Matela said many conferences can be worthwhile providing further knowledge and valuable experience. B. Upson agreed and said he would at least like to see H. Donahue go for his professional development.

Attorney Riley said he hopes Trustee Wexler's comments are his personal views since the officials have an agreement that forbids them from discussing contract negotiations.

→ Trustee DeToy moved, Trustee Whipple seconded, Mayor Matela in favor, Trustees Wexler and Knapp opposed, Carried authorizing B. Upson and H. Donahue to attend the APWA Congress in San

Diego August 24th through 29th.

7. Status of Communications Center Relocation to Market Street Fire Hall – B. Upson shared that the new target date to have the part-time dispatchers moved from 1 Clinton Street to 38 Market Street is September 5th. Mayor Matela questioned the status of relocating the Fire Chief's Office. B. Upson said it is on hold until the dispatchers get settled. Chief Warner commented that they are co-habiting with current office space and keys have been issued to house

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officers for computer use. B. Upson said the measurements and sketch plans are completed. It's not much more than putting up a partition wall with electrical.

B. POLICE / COMMUNICATIONS CENTER – Chief Daniel P. Varrenti

1. Niagara Mohawk Lighting Survey – Trustee Wexler thanked Chief Varrenti and Sergeant Cuzzupoli for conducting the lighting survey in such a timely and detailed fashion. Trustee Knapp agreed. Chief Varrenti said he would pass the thanks on to Sgt. Cuzzupoli. He offered to do a follow up survey whenever needed.
2. Accept Resignations – Chief Varrenti shared that after 26 years of service; part-time Police Officer Richard Rozzi retired July 19th.

→ Trustee Knapp moved, Trustee Whipple seconded, unanimously carried to accept the resignation / retirement of part time officer Richard Rozzi with regrets and thanks for many years of service.

Chief Varrenti shared that after only 6 months with Brockport, part-time Officer Anthony Zapata has placed his resignation effective August 9th. He and his family have accepted mission work in Puerto Rico.

→ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried to accept the resignation of part time officer Anthony Zapata with regrets and best wishes in his new assignment.

Chief Varrenti shared that School Crossing Guard Victor Niedowoden has submitted his resignation since he is moving to a warmer climate in the winters. This position is often taken for granted, for they take care of our most prized possessions – our children.

→ Trustee Whipple moved, Trustee Knapp seconded, unanimously carried to accept the resignation of School Crossing Guard Victor Niedowodin with regret and thanks.

3. Post and Hire a Part Time Crossing Guard at the prevailing rate – Chief Varrenti said this leaves one spot for a crossing guard during the school year Monday through Friday from 7am to 9am. He asked permission to post the position.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried authorizing Chief Varrenti to post for a school traffic crossing guard.

4. Hiring of Part Time Police Officers – Chief Varrenti said he is now down to three part-time police officers. One of them has the potential for a full time position elsewhere. Two of the twelve full-time officers are still convalescing and have returned to light duty but are not expected to return to regular duty until September or later. Chief Varrenti said his desire would be to have 14 full time officers and 3 to 4 solid part time officers. However, since contract negotiations have not concluded, he asked for authorization to post and interview for up to 3 part time officers. He reminded the Board that it takes a tremendous amount of money to train and equip part time officers and that he is looking for law enforcement professionals, not “fill-ins”. He wants to hire, train and retain.

→ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried authorizing the posting for up to three part time officers.

5. Grant Award – Chief Varrenti shared that the Brockport Police Department received notice of another award for \$1,321.40 to be used for bulletproof vests. He said the Bureau of Justice Assistance has spent \$118 million nationwide since 1999 for bulletproof vests.
6. Liaison – Chief Varrenti thanked Trustee Whipple for being the past year's Board liaison to the Police Department and welcomed Trustee DeToy as the incoming liaison.
7. National Night Out – Chief Varrenti shared that the Brockport Police Department has never before participated in the National Night Out, but will this year on Tuesday, August 5th beginning at 7pm. The Police Department will be sponsoring the event at Corbett Park with free hot dogs, pop, ice cream, glow lights for kids, and fingerprint and dna kits for children.

They will have police vehicles and demonstrations. SPARTAC and the Explorer Post will have information. The Fire and Ambulance have been invited to display vehicles and equipment. This is a way to get the public out to recognize emergency services provided in the community while having good, positive interactions. Everyone is invited to participate. Chief Varrenti also shared that the Explorer Post placed in the can collection efforts for the Food Shelf.

8. Impounded Vehicles – Chief Varrenti shared that there are 33 vehicles in the impound. This is an accumulation over many years. Many of them are junk and not worth the amount of money owed in towing and impound fees. Sergeant Mesiti has been working with Attorney Riley on how to rid ourselves of these vehicles and any liability associated with towing and

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impound. Chief Varrenti said they might be looking at requesting a motion at an upcoming meeting to bid out the towing and impound function. Chief Varrenti said the owners of the currently impounded vehicles have received an amnesty period where they can retrieve their vehicle for the original \$60 towing fee, but most have not taken advantage of this. Trustee Knapp asked if the junk vehicles could be used by the Fire Department for drills. Assistant Chief Warner agreed this might be an option.

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

1. Updates from Assistant Building Inspector Larry Vaughan – L. Vaughan shared that Scott Zarnstorff is on a two-week vacation. During the first week the office staff and he handled 22 logged phone messages and numerous other phone calls for various codes issues and follow ups. Three permits have been approved: one downtown sign, one for a pool area back fill, and one for a home addition. A building/renovation/ Planning Board application for a new store on N. Main Street has been processed. He has referred several individuals to contact S. Zarnstorff upon return for situations beyond the scope of his duties. He said he has dealt with several new property maintenance issues and several ongoing issues. He has also dealt with several small issues dealing with fences and the model home at Remington Woods. With the help of the DPW, some progress has been made in the general overall appearance of the Village. With the exception of a few trouble spots, the Village looked pretty good by the weekend.

L. Vaughan reported on the use of the newly acquired door hangers. They have been using them for 4 weeks now and there seems to be some positive results. Making contact with persons with Village code violations is sometimes difficult. If people are home, they are handed the hanger and the violations is explained. If they are not home or choose not to answer the door, the hanger is left on the doorknob. House numbers and unregistered / uninspected vehicles seem to be the heaviest code violations so far. Most of the people did not realize that there were Village codes for them. Compliance through education rather than legal action is preferred. Legal action is the last resort to insure compliance.

Mayor Matela asked Police Chief Varrenti if the Police Department or NET might be able to utilize the door hangers. Chief Varrenti said they would be willing to work with Code Enforcement on it. Mayor Matela thanked L. Vaughan for doing such a good job.

D. FIRE – Assistant Chief Mark Warner

1. Membership Adds/Drops/Transfers – None
2. Communications Center – Assistant Chief Warner asked who the Village Board liaison is for the part-time dispatchers. Mayor Matela said it would be she and Trustee Knapp for DPW and Communications.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried to amend the committee / liaison appointments made earlier in the meeting to add Communications to DPW under the category of personnel.

3. Bid Results – Assistant Chief Warner reported that the bids were opened July 18th for the triple combination pumper. The specifications committee, Fire Chiefs and Fire Council are reviewing all bids received and should have a recommendation for the August 18th meeting. Treasurer Rightmyer said there were 5 bids from 3 vendors.

4. Accept Resignation of paid Paramedic Alan DeCarlo –

→ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried accepting the resignation of paid Paramedic Alan DeCarlo with regrets.

E. TREASURER - Scott D. Rightmyer – No report.

F. CLERK - Leslie A. Morelli

1. Authorization to attend NYCOM Fall Training School 9/15 to 9/19 – Clerk Morelli said she had never been to this annual training school and was going to ask to go this year, but because she neglected to plan ahead and request this \$955.00 in her budget a few months ago, and because conferences seem to be getting mixed support, she asked to remove this item from the agenda. Clerk Morelli said she would want the full support of the Board and would plan ahead next year.

Mayor Matela said she would like Clerk Morelli to go and asked the Board their thoughts. Trustee Whipple said when he was Vice Mayor he attended and found it worthwhile. Many of the classes offered are geared towards Clerks and Clerk Morelli would benefit greatly. Trustee DeToy agreed and said the Board should require her to go. It is a worthwhile investment. Treasurer Rightmyer said there is training money in the Clerk's budget that was designated for computer training. Clerk Morelli said she would prefer not to take that away in case she or

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Clerks Herzog or Coopenberg wish to take additional computer training this year.

Chief Varrenti said there are one or two conferences that he budgeted for, but would not likely attend due to his mother being ill. He offered to cover it out of his conference budget. Clerk Morelli thanked him, but said that was not necessary. L. Vaughan commented that some of these training sessions are required to gain or maintain certifications.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing Clerk Morelli to attend the NYCOM Fall Training School September 15th through 19th.

G. ATTORNEY – Edward W. Riley – No report.

H. ECONOMIC DEVELOPMENT – Coordinator R. Scott Winner

1. Training – S. Winner reported on the weeklong New York State Economic Development course he took in Schenectady in June. He is part of the way towards accreditation. He said it was an intense week, very worthwhile, and thanked the Board members who supported his participation.
2. Economic Development Position – S. Winner reported that the Town of Williamson has recently appointed a part-time Economic Development Coordinator joining municipalities such as Brockport, Victor, Fairport, Canandaigua, Geneva and so on.
3. Grant Opportunities – S. Winner reported that he and Mayor Matela recently met with Michael Paddock of The Grants Office to discuss other grant opportunities.
4. Rural Development Corporation – S. Winner shared that he had a meeting with Tom Mazerbo of the Rural Development Corporation.
5. Municipally Owned Towers – S. Winner commented on the importance of promoting co-location on municipally owned towers to increase rent revenues.

SUPPORT BOARDS REPORTS:

A. PLANNING BOARD – Chair R. Scott Winner

1. Updates – Remington Woods is underway with earth moving operations and hopes to begin construction of the model home in August. The Galley received concept approval for a 16' x 32' deck and now needs New York State Canal Corporation and SHPO approvals before returning for final approvals. The Presbyterian Church received concept approval with conditions for rehabilitating its north entrance as discussed earlier in the meeting. The Planning Board selected its annual Chair and Vice Chair and they remain R. Scott Winner and John Brugger respectively. Chair Winner said the Planning Board looks forward to continuing work with Trustee DeToy as liaison.

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. Letter of Thanks – Trustee Wexler read the following letter from Dean and Carol Westcott into the record. "I would like to take this opportunity to thank the career staff of the Brockport Volunteer Fire Department Ambulance for the outstanding job they did when I had my heart attack on May 10. They were very professional! Thank you to Amy Corey, Rommel Kirchoff, and Brian Seeley. Thank you also to Joe Richards for taking my wife, Carol, to Rochester General Hospital to be with me. On May 17 at 1300 hours, members of this fine department showed up at my house to help move a large pile of dirt that I had delivered, the same pile I

had been moving when I had my heart attack. This gesture was greatly appreciated; the project was a complete surprise to me. In thirty minutes these people moved the dirt pile and put down grass seed. Thank you to the firefighters and their family members who also came along: Tim Barber and family (Kandi and Robby), Bill Bird, Mike Henry, Peter Hare, Norm Knapp, Nate Coons, Al Hoy, Bill Menear, and Scott Warthman. Your thoughtfulness was incredible. Finally, I thank Nate Connors, our local dispatcher. Having been a part-time dispatcher for 32 years, I knew that calling Nate directly would save time and possibly my life, I was right! Nate dispatched the ambulance before Carol was even off the phone with him, I'm sure of it. I say now, and will always say, you can't beat calling your own local dispatcher. Thank you, Nate! Thank you, finally to all the well-wishers and offers of support that I haven't mentioned here now." Dean and Carol Westcott

2. GBDC – Trustee Wexler asked if money is forthcoming to cover the cost of the proposed Museum. He asked if any approvals would be needed by the Village Board. Mayor Matela said the Greater Brockport Development Corporation can own it, but the Village can run it. Mayor

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Matela said fundraising and grant monies would need to be raised by the GBDC. Trustee Wexler asked what would happen to the building if monies did not come through. Mayor Matela said it could be sold for another use.

B. Trustee Whipple

1. Pre-Disaster Mitigation Planning – Trustee Whipple reported on the committee's work. Disaster possibilities and probabilities have been identified. The findings will be an addendum to the Monroe County Disaster Plan. Trustee Wexler asked who was involved in the committee. Trustee Whipple shared the list of Town and Village officials as well as residents with varying levels of expertise.

C. Trustee Knapp

1. Street lighting Survey – Trustee Knapp reiterated his thanks to Chief Varrenti and Sergeant Cuzzupoli for the quick and detailed street lighting survey. He looks forward to seeing complete and timely results from Niagara Mohawk and the DPW. L. Vaughan commented that the Niagara Mohawk representative was impressed with the survey as well and has provided a fax form to use to report outages. They have further placed an employee on nights to replace streetlight bulbs.

2. Waste Haulers – Trustee Knapp expressed concern of commercial waste haulers allowed to operate in the Village not abiding by the hours of operation and noise ordinance. He witnessed Suburban Disposal at 4:45am last Friday at Winston Woods for 20 to 30 minutes. B. Upson said he would contact them.

D. Trustee DeToy – No report.

E. Mayor Matela

1. Walking Tour Brochure – Mayor Matela shared that it is time to update the Walking Tour Brochure. The Village can get a CLG Grant if it makes a matching commitment of \$800. The Towns of Sweden and Clarkson have committed to each contribute \$500 to add a page that includes them. The Village will add the Firefighters Monument, update its businesses and put a new picture of Main Street on the cover.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing a matching commitment of \$800 for the CLG grant to update the Walking Tour Brochure.

2. SUNY Orientation – Mayor Matela reported that for the first time, she and Police Chief Varrenti will both address new SUNY Brockport students at their orientation on August 23rd. They continue their efforts to work with the College in a number of areas and even gave the college a page in the latest edition of the Village Newsletter that came out today.

AUDIT:

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

<u>Village</u>		
Date	Check #	Amount
7/17	167986-1678006	154,868.75
7/12	167904-907	4,913.60
7/16	167945-946	1,068.59
6/26	167888-897	13,672.11
7/16	167898	2,101.76

7/21	167909-910	40.00
7/17	167967-985	15,346.46
7/17	168058-063	8,314.95
7/21	168064	130.00
7/16	167925-944	14,087.45
7/21	168018-036	173,587.74
7/17	167947-966	22,343.93

Fire

7/16	167914-924	2,753.35
7/21	168013-017	1,707.24
7/21	168037-052	19,613.06

Ambulance

7/16	167911-913	234.84
7/21	168008-012	6,187.18
7/21	168053-057	938.05

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Capital Projects

7/17	1591	142.80
7/16	1586-1590	12,231.93
7/21	1594	962.00
7/21	1592-1593	91,334.46

Third Party Billing

7/16	170-172	4,721.00
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ADJOURNMENT:

- ➔ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried that the meeting be adjourned at 9:45pm.

Leslie Ann Morelli, Village Clerk