

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, October 6, 2003 at 7:00pm.

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

EXCUSED: Planning Board Chair / Economic Development Coordinator R. Scott Winner

ALSO PRESENT: Village Attorney Edward W. Riley, Assistant Fire Chief Mark Warner, Ken Pike, Bill Weber, Sarah Hart, Fran Hulsizer, John Lessord, Jim & Joan Hamlin, Ray & Jackie Morris, Melissa Ryan, Melissa Davies, Kelsie Harris, Bob Connors, Fred Webster, Robbie Hess (Suburban News), Terri Green (Brockport Post).

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 September 15, 2003 and the special meeting regarding Havenwood Meadows Section 3 held September 19, 2003.

- ➔ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried that the minutes of the meeting held September 15, 2003, be approved as written.
- ➔ Trustee Wexler moved, Trustee Knapp seconded, Trustee DeToy abstained due to absence, carried that the minutes of the special meeting held September 19, 2003 be approved as written.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

PUBLIC COMMENT:

1. Bill Weber of 333 Main Street said he had 3 items to address to the Mayor and Board. The first was to ask the status of 60 Clinton Street being considered for the Brockport Community Museum. Has an offer been made? Has a public hearing been held? Mayor Matela said the Greater Brockport Development Corporation (GBDC), a 501C3 corporation separate from the Village has made a purchase offer of \$100,000. Since this did not involve Village taxpayer money, a public hearing was not held, nor was Village Board approval required. B. Weber said grants often require matching funds, which may be needed to come from taxpayer money. If this is the case, a public hearing should be held. Mayor Matela said she did not wish to get into a big dialogue about this. The public will be kept up to date.

Secondly, B. Weber asked the status of the Canal Projects since it seems that all work stopped two months ago. Mayor Matela said the bid results are still being reviewed and they will be meeting with the architect and engineer.

Thirdly, B. Weber said the Mayor made a comment at the last meeting about builder Don Hibsich having a bad track record. He thinks this was an unfair statement. Mayor Matela said she should have said that he has a bad track record with regards to the Havenwood Meadows Section 3 project. A special meeting was held on September 19th and she apologized to D. Hibsich and he accepted her apology.

2. Fran Holsizer of Hamlin – said she read the article in the local paper and saw the new signage at Corbett Park that instructs people not to feed the ducks (waterfowl). She said she is guilty of feeding the ducks regularly. She counted 350 there this past spring. Two years ago she saw some sick ducks and trapped them, took them to the vet and learned what is appropriate to feed ducks. Instead of bread or cereal, they should be fed cracked corn and game bird pellets. She said this is what she feeds them and that she cleans up litter around the pond when she visits. She has even brought in bales of hay and laid it down in the muddy areas of the park. She said she is an animal lover and that asking the public not to feed the ducks is “putting the cart before the horse”. She said there are about 6 “regulars” who feed the ducks the correct food. She spoke to the NYSDEC who explained to her the problems with feeding waterfowl, but said it is not against the law. She is concerned that the domestic ducks will starve this winter since they do not fly and they will not find food. She said she sympathizes with the neighbors who are bothered by them, but said she has never gone onto anyone’s property without permission. She asked that the Village Board look at the big picture and work to solve this problem. Maybe the Village and the DEC could work together to relocate the ducks. The signs are only one step. She suggested a fence to protect the tame ducks that would allow the migratory ducks to fly out. She offered her help if the Village needs it.

Mayor Matela said it is a difficult balance. She thanked F. Holsizer for her comments.

3. John Lessord of 56 Lyman Street – said the Village sent letters to the EPA on June 25th and August 1st, 2003. He inquired as to the EPA's response. K. Pike said a response was just received and is available for review in the 3-ring binder in the Village Office.

GUESTS:

1. Steve Appleton - Mayor Matela presented S. Appleton with the following certification of appreciation signed by the Mayor and Trustees.

Certificate of Appreciation
Presented to
Steve Appleton
In recognition
For
Volunteer service to the
Village of Brockport
In the area of
Community celebrations for
Concerts and children's programs at
Sagawa Park
Presented this 6th day of October 2003

S. Appleton thanked everyone for their support. He said it is his honor to coordinate the Summer Serenades and Cool Kids in the Park programs. He said it is a credit to the quality of the community and a reflection of where we live that these programs are so well attended. He thanked everyone that makes these programs successful.

DEPARTMENT REPORTS:

- A. PUBLIC WORKS / COMMUNICATIONS CENTER – Superintendent Bradley B. Upson
 1. Final Brush Pick Up – B. Upson shared that notice regarding the final brush pick up October 27th has been advertised. Residents are encouraged, but not required to bag their leaves in biodegradable paper bags or cardboard boxes. If not, they will use the leaf sucker.
 2. Salt – Trustee Knapp asked if the Village is prepared with salt and if the plows are being readied. B. Upson said yes to both. There is 300 ton of salt in the barn and a reserve has been filed with the state.
 3. Additional Surplus Equipment – B. Upson said since he last asked the Board to declare some equipment surplus and authorize its disposal, a few other items have come to his attention needing the same. These include 3 flatbed scanners, 2 computers, 1 keyboard and 1 printer. The Village's computer consultant has inspected each and verified that they are obsolete. Parts cannot be obtained to repair them. Chief Varrenti said his in-house computer expert, Sgt. Philippy agrees.

→ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried declaring the aforementioned items as surplus equipment and authorizing its proper disposal.

- B. POLICE DEPARTMENT – Chief Daniel P. Varrenti
 1. Restitution for vandalism – Chief Varrenti shared that Sarah Hart was a victim of criminal mischief that caused \$15 worth of damage to her fence. The suspect did not claim guilt but wrote a check payable to the Village for \$15. Chief Varrenti gave the check to Treasurer Rightmyer and asked that the Village in turn cut S. Hart a check for \$15 for this restitution.
 2. Stop DWI – Traffic Safety Awards Luncheon – Chief Varrenti shared that Sgt. Philippy, Officer Morabito and Officer Mesiti will be receiving awards at the Monroe County Traffic Safety Board STOP-DWI program's seventh annual awards luncheon on October 22nd. Mayor Matela invited those Trustees interested in attending to contact Clerk Morelli.
 3. Laundry Time Fire – Guilty Plea – Chief Varrenti said congratulations are due Officer Curley for obtaining a guilty plea from the female employee that set Laundry Time on fire last March. It was a collaborative effort with Officer Curley taking the lead.
 4. Ride Alongs – Chief Varrenti again invited the Mayor and Trustees to conduct a ride along at their convenience with a member of the Police Department. He said no one has taken advantage of the offer and he assures that the rider will not be bored and will not get hurt.
 5. Letter of Commendation – Chief Varrenti read the following letter of commendation for the entire Police Department.

I would like to take this opportunity to commend and recognize each and every employee, sworn and civilian, of the Brockport Police Department, for a continuous job well done.

MINUTES OF MEETING HELD October 6, 2003 continued.....page 3

Just under two years ago I was hired by the Brockport Village Board as the new police chief. After coming to the department it became evident to me that we needed to reestablish ourselves as a team in order to best serve this community. It also became apparent to me that for the team to be successful it was imperative that the team be lead by the command officers of the Brockport Police Department. This team, known as the Brockport Police Department, has not only met but exceeded my expectations and deserves to be recognized for all their efforts.

During the last two years the Brockport Police Department has held monthly staff meetings, researched, designed and adopted a shoulder patch that is unique to the Brockport Police Department, applied for New York State Accreditation, continued to revamp the General Orders, modernized the markings on the police cars, created an Explorer Post, established and disseminated duties and responsibilities associated with a full service police department, established an awards program that has recognized many officers for jobs well done, professionalized the SPARTAC program, created, balanced and administered a budget for the police department that holds all employees of the police department accountable for different aspects of it, prominently displayed the philosophy and Mission Statement of the Brockport Police Department at all public events, hosted Brockport's First National Night Out, wrote and received various grants, established directed patrols and vehicle check points, had an article published in a National Magazine that displayed pictures of Brockport Police Officers (although according to Trustee Knapp this was previously accomplished under Chief Hare's command), hired an additional officer and budgeted for two more additional officers so that overtime can be reduced and tax payers money will not be wasted but spent in a fiscally responsible manner, collaborated with various citizens in the Brockport Community to form a "Neighborhood Empowerment Team" concept that has increased communication and service between the public and the police department, created a Brockport Police Department Honor Guard, hired three part time clerks to work collaboratively with our sole full time secretary on administrative assignments, eliminated vehicles from the police impound that were possessed by the police department for years, and lead Monroe County in per officer Driving While Intoxicated Arrests of which a number of officers will be recognized for at future civic luncheons. These and other unnamed accomplishments have allowed the members of the Brockport Police Department to provide the citizens of the Village of Brockport with indispensable law enforcement service.

None of this, not one single accomplishment, could have been attained without the help, dedication and commitment of each and every employee of the Brockport Police Department. Make no mistake; these accomplishments have not been easily attained. In fact there were, and will continue to be, "bumps in the road", considerable consternation at one time or the other, many hours spent off duty conducting business and other issues that will tend to distract us at times. The important issue is that you all *have* overcome these issues and adversities and as such, attained the accomplishments set forth above.

For all you have accomplished and for all you have done and will continue to do, I would like to sincerely thank each and every one of you. It has and continues to be a pleasure to serve with all of you and to identify myself as a member of the Brockport Police Department. This letter will be read for the record at the October 6, 2003 Village Board meeting and a copy of it will be placed in all your personnel folders to act as a permanent record of the fine job done by all.

Sincerely, Daniel P. Varrenti, Chief of Police

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

1. Review of Village Code Section 58-11F – Sidewalk Cafes – S. Zarnstorff said there have been some issues with Main Street and other businesses and their use of Village sidewalk for things other than café's. He suggested the Village Board take a look at this section of the code and provide direction as to what they would like to see regarding use of Village sidewalks. Mayor Matela commented that it should be made more shopper and diner friendly for economic development and aesthetics. It should be clear with barriers removed. She agreed it should be looked at and that codes from other Villages be sought.
2. Kleen Brite Fire Safety Update – S. Zarnstorff said a representative from the EPA was supposed to meet with various Village officials at 3pm today, but his flight was delayed. The meeting has been rescheduled for tomorrow at 9am. The EPA appears willing to work with the Village to mitigate problems with the former Kleen Brite sites.

D. FIRE DEPARTMENT – Assistant Chief Mark Warner

1. Membership Adds/Drops/Transfers – Chief Warner asked the Board to consider approving the following drops: none the following adds: Scott Portwood of Brockport to fire and ambulance,

Jim Portwood of Brockport to fire and ambulance, Joseph Wurtenberg of SUNY campus to fire and ambulance, Christina Furco of SUNY campus to fire and ambulance, Amanda Mancine of Webster to ambulance and the following transfers: Anna Kodanko-Melson of Brockport transfer from Company 3 to 6 and Brad Smith of Brockport from Company 4 to 6.

MINUTES OF MEETING HELD October 6, 2003 continued.....page 4

→ Trustee DeToy moved, Trustee Knapp seconded, unanimously carried approving the previously mentioned adds, drops, transfers.

2. Call Load – Asst. Chief Warner said there have been 652 fire calls year to date and 1,204 ambulance calls year to date with a total of 1,856 calls that averages to 4 per day.
3. Fire Prevention Week – Asst. Chief Warner shared that Fire Prevention Week is in full swing with many sessions scheduled with the schools. So far this year 2,500 people have received some type of fire prevention training.

E. TREASURER - Scott D. Rightmyer

1. BCBS/Excellus – Options re Medicare Retirees – Treasurer Rightmyer suggested the Board take time to review the materials provided and discuss this at the next workshop.
2. Ambulance Accounts – Treasurer Rightmyer asked for authorization to discontinue use of the ambulance service account since the intermunicipal monies from that account are exhausted and all ambulance related bills are now paid by the third party billing account. There is no longer a need to differentiate. Trustee Knapp asked if the ambulance service account is empty. Treasurer Rightmyer said he transferred some money into it from third party billing to keep it active until such time the Board authorized its discontinuance. Mayor Matela asked if this complies with NYS Comptroller's policies. Treasurer Rightmyer said he has no doubts that it does.

→ Trustee Knapp moved, Trustee Wexler seconded, unanimously carried authorizing the discontinuance of the ambulance service account once it has been okayed by the NYS Comptroller's office.

F. CLERK - Leslie A. Morelli

1. Employee Handbook – Revision of Section 508 – Driver's License – Clerk Morelli asked the Board to authorize the proposed revised language by Amtek Management and enhanced by Chief Varrenti regarding section 508 of the employee handbook about driver's licenses. Attorney Riley said he was fine with the language. Clerk Morelli said each employee would receive a replacement page for their handbook.

→ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing the amendment of Section 508 of the employee handbook regarding driver's licenses.

2. Procession Permit Application – SUNY Take Back the Night – 10/28 7-10pm – Clerk Morelli reviewed the application from the SUNY Women's Center, Student Social Work Organization and Women's Study Organization for the annual Take Back the Night procession to be held on Tuesday, October 28th from 7pm to 10pm. The march goes through the SUNY campus to Monroe Avenue to Main Street to College Street and back to the SUNY campus. Chief Varrenti reviewed the application and is fine with it.

→ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried approving the Take Back the Night March as applied.

3. NYCOM Fall Training School Report – Clerk Morelli thanked the Mayor and Board for the opportunity to attend the NYCOM Fall Training School. She went to 11 classes and 10 out of the 11 were worthwhile. She brought back a lot of handouts and some vendor contacts. Attorney Riley thanked her for the multitude of handouts he requested.

G. ATTORNEY – Edward W. Riley / DEPUTY ATTORNEY – Frank A. Aloï

1. Memorandum re Brockport Fire Department Ambulance Corps Proposed Career Personnel Policy – Attorney Riley said the memo he distributed will need discussion and/or meetings with representatives of the Fire Department and Ambulance Corps as well as comments solicited from the career staff.

H. ECONOMIC DEVELOPMENT – Coordinator R. Scott Winner – excused – written report provided
Mayor Matela commented that there would be a couple of Santa Train Tour opportunities in December.

SUPPORT BOARDS REPORTS:

A. PLANNING BOARD – Chair R. Scott Winner – excused – written report provided

B. LIBRARY BOARD – Sarah Hart

1. New Director Hired - S. Hart shared that Jennifer Reis-Taggart has been hired as the Director of the Seymour Library. She will begin on Wednesday. S. Hart said we are in good fortune since she comes from the City of Rochester library system and has contacts throughout the county. Patrons of the Seymour Library can look forward to many positive changes. S. Hart further said

MINUTES OF MEETING HELD October 6, 2003 continued.....page 5

that Seymour Library has been without a Director for a year and a half and the staff has shouldered many extra responsibilities and are deserving of praise. The new children’s librarian, Cathy Henderson, is working out wonderfully.

Trustee Wexler said that each municipality has 3 citizen representatives and 1 Board liaison. They would be happy to assist with any issues when called upon.

C. ZONING BOARD OF APPEALS - Chair Jennifer Skoog-Harvey (absent)

VILLAGE BOARD REPORTS:

A. Vice Mayor Wexler

1. Main Street Tree Grates – Trustee Wexler said he and Trustee Knapp walked downtown Main Street and found some of the tree grates and refuse containers look bad and need replacement. B. Upson said he has 4 new tree grates on order. He is unable to get replacement covers that work on the ancient refuse containers. Trustee Knapp suggested purchasing refuse containers that could attach to the banner poles. B. Upson said he could look into and check prices. The current refuse containers are not maintenance friendly. It takes 2 men to move them and the drainage hole in the bottom gets plugged up, smells and requires disinfection. Trustee Knapp said they do not look attractive.
2. Proposed Housing Project – Trustee Wexler said he is not against any particular group of people, in this case low-income senior citizens, but is concerned with the housing proposal on Main Street last known as Brockport Billiards. The reason he is concerned is that it is yet another piece of property taken off the tax rolls. This requires the taxpayers to assume more costs. Treasurer Rightmyer stated that this project, just like Park Place Apartments, does pay Village, Town, County, and School taxes through the PILOT (payment in lieu of taxes) program. He believes Park Place Apartments generates \$12,600 in total taxes per year.

Mayor Matela agreed and commented that the Brockport Post article was incorrect in saying that the pool hall would be remodeled. It would be demolished and new buildings built.

3. Canal Projects – Trustee Wexler said there are differences of opinion among the Village Board regarding the canal projects – Harvester Park Site Improvements and the Canalside Visitors/Community Center. He said he hopes that a public information meeting or public hearing is held for the community to voice their opinions. He said the Board met last week for a special workshop to discuss these projects and the bid results. There were guests in attendance in favor of the project, but the Village has not heard from the other side.

Regarding the proposed Museum project, no Village tax money should be utilized for that since the Village Board has not approved it. Trustee Whipple said that is being handled by the Greater Brockport Development Corporation (GBDC), a separate 501C3 corporation.

B. Trustee Whipple – No report.

C. Trustee Knapp – No report.

D. Trustee DeToy – No report.

E. Mayor Matela

1. Positive Planning – Mayor Matela commented that it would be refreshing to hear of the community “catching” the Village doing things right. There are many plans underway to enhance the community such as Harvester Park Site Improvements, Canal side Visitor’s Center, and Brockport Community Museum. Mayor Matela said she is proud to plan for the future.

AUDIT:

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

Village

| Date | Check # | Amount |
|------|------------|-----------|
| 9/23 | 168363-364 | 273.13 |
| 10/3 | 168367-406 | 39,992.54 |

| | | |
|-------------|------------|-----------|
| 10/6 | 168449-475 | 34,451.32 |
| <u>Fire</u> | | |
| 9/29 | 168365 | 242.47 |
| 10/6 | 168422-448 | 29,425.01 |

MINUTES OF MEETING HELD October 6, 2003 continued.....page 6

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|----------------------------|------------|-----------|
| <u>Ambulance</u> | | |
| 10/6 | 168408-421 | 3,810.08 |
| <u>Capital Projects</u> | | |
| 9/10 | 1609 | 25.00 |
| <u>Third Party Billing</u> | | |
| 10/6 | 188-191 | 29,397.37 |

ADJOURNMENT:

- ➔ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried that the meeting be adjourned at 8:05pm.

Leslie Ann Morelli, Village Clerk