

**Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, January 5, 2015 at 7:00pm.**

**PRESENT:** Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Valerie A. Ciciotti, Trustee John D. La Pierre, Trustee Katherine J. Kristansen, Clerk Leslie Ann Morelli

**ALSO PRESENT:** Pam Ketchum, Fred Webster

**CALL TO ORDER / PLEDGE:** Mayor Blackman called the meeting to order and led the Pledge of Allegiance.

**MOMENT OF SILENCE:** to honor those who serve our Country, enforce our laws, & respond to emergencies

**MISSION STATEMENT:** "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

**BROCKPORT HISTORICAL MOMENT:** Trustee/Deputy Mayor Andrews shared the following:

A feature much favored by American newspapers for the end of a calendar year is a review of the top news stories of the past twelve months. The Brockport Republic was no exception. So this evening, in our first meeting after the end of 2014, let's look at what Brockporters of 1915 were told were the top news stories of the previous year.

The biggest news event of the previous year was the war in Europe. The Republic listed 95 newsworthy events in the conflagration from July 23 until November 13. A Western Hemisphere war also got some attention. Mexico was torn apart by a civil war and the United States posted troops in the city of Vera Cruz from April 11 until November 23. Ironically, the Republic also noted two items reporting American peace treaties with 18 foreign countries, including Great Britain and France, but not Germany, the Ottoman Empire, or AustroHungary.

Besides war and peace, the Republic reported on some good things. The Federal Reserve banks began operations. It remains the foundation of our public finance system. Canal business was booming. The Panama and Cape Cod Canals opened, the Kiel Canal re-opened, and the US and Nicaragua signed a treaty for the US to build a canal across that country. Great Britain granted home rule to Ireland. President Wilson's wife died and his daughter got married.

In sports the Boston Nationals beat the American Athletics in the World Series, Harvard had a good year, beating Yale 36-0 in football and winning the Henley Regatta in England. To further humiliate the English, an American horse won at Epsom Downs.

Though the Republic reminded its readers of those events and many more, it had not reported them when they happened. The list came from a syndicate. It did not publish a review of local events. If it had, it might have included these items:

Father Story died after 51 years as priest at Nativity. Brockport got a new water system, drawing water from Lake Ontario, natural gas being piped in, a Grammar School, replacing the three district schools, and a town clock, still keeping time in the Methodist Church tower. Three new industries appeared. The Rochester Wheel Works plant was converted to the Brockport Cold Storage plant, the Brockport Fruit Growers Assn. opened another cold storage plant at 1 Park Avenue, and the Monitor Clock Co. absorbed the former Phelps Piano Case Co. One of its products is ticking away at this moment in the lobby of this building. On the other hand, the Louisman-Capen Piano Co. went bankrupt. A.D. Daily died and left to his son-in-law, A.V. Fowler, the funeral home he had founded in 1868.

The Village Board adopted a \$43,000 annual budget, less than one percent of our current budget. The Normal School had the largest graduating class in history, 101 students, and Brockport's Monroe County Fair had the largest attendance ever and was favored by an appearance by Governor Glynn.

So, as we look back 100 years at 1914, we see that our legacy from those Brockporters includes a cold storage plant, a clock in the lobby and one in the church tower, a water system, natural gas, and the oldest business in town, and, although the Grammar School was replaced by the Barclay School in 1956, its demise made room for the village's most popular playground. A pretty good record for one year.

**OATH OF OFFICE:** none

**CERTIFICATES & PROCLAMATIONS:** none

**PUBLIC HEARINGS:** none

**PUBLIC COMMENT:** none

**GUESTS:** none

**CONSENSUS ITEMS:**

• **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee LaPierre seconded, carried 5/0 that the minutes of the 12/15/14 meeting be approved as amended.

• **APPROVAL OF BILLS TO BE PAID**

→ Trustee Ciciotti moved, Trustee Kristansen seconded, carried 5/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	12/24/14	\$74,780.64
	12/30/14	\$200.00
	1/5/15	\$
FUND (F): <u>Water</u>	12/24/14	\$1,702.61
	1/5/15	\$
FUND (G): <u>Sewer</u>	12/24/14	\$38.34
	1/5/15	\$
FUND (H): <u>Capital</u>		
FUND (T): <u>Trust &amp; Agency</u>		
		\$76,521.59 total 12/24
		\$200.00 total 12/30
		\$76,721.59 grand total

**CLERK REPORT:** Clerk – Leslie Ann Morelli

- Local Law #4-2014 filing notice – Clerk Morelli shared the following:

VILLAGE OF BROCKPORT  
 NOTICE OF ENACTMENT OF LOCAL LAW  
 LOCAL LAW FILING

PLEASE TAKE NOTICE THAT the following Local Law was adopted by the Village Board, filed with the Secretary of State, State of New York and proof of filing has been received. Said local law is in full force and effect in the Village of Brockport.

- Local Law # 4 of 2014 – to amend the Village Code as follows:

§5-7 The term “Town Justice of the Town of Sweden” shall be replaced by the term “Village Justice of the Village of Brockport”.

§5-10 The term “Town Justice” shall be replaced by the term “Village Justice”.

§5-22 The term “Town Justice of the Town of Sweden” shall be replaced by the term “Village Justice of the Village of Brockport”.

§20-16E The term “Town Justice of the Town of Sweden Justice Court” shall be replaced by the term “Village Justice of the Village of Brockport or other Court of competent jurisdiction”.

§36-10(A)(2) The term “Town Justice of the Town of Sweden Justice Court” shall be replaced by the term “Village Justice of the Village of Brockport” and the term “Town of Sweden Justice Court” shall be replaced by the term “Village of Brockport Justice Court”.

§58-35.11(C) The term “Town of Sweden Court” shall be replaced by the term “Village of Brockport Justice Court”.

§34-9C. This section shall be replaced as follows: Any person who violates any section of this chapter, unless otherwise stated, shall pay to the Village of Brockport a penalty in an amount as established by the Board of Trustees for each and every offense. In the event that said penalty is not paid within 10 days, the amount shall increase as established by the Board of Trustees, as listed on the Simplified Parking Information (Parking Ticket). Sundays and holidays are not exempted from the respective time periods involved”.

Leslie Ann Morelli  
Village Clerk  
Village of Brockport

Dated: 12/31/14

For publication in the Suburban News.  
For posting on Village website and Village Hall bulletin board.

Department Heads have been notified. General Code has been notified and will integrate it into ecode and print changes for the 5 hard copy books.

- Clarification of a past resolution for NYSDOT purposes – Clerk Morelli apologized for not having this on the agenda, but she just learned that some information she provided to DPW Spt. Donahue to file with NYSDOT regarding Village Board acceptance of dedication of certain streets was not sufficient. The Village Board resolution of 1/7/08 regarding Remington Woods Subdivision – Phase I failed to specify the actual street names. While the Village knows what Remington Woods Phase I refers to, NYSDOT doesn't. Therefore, NYSDOT asked for a clarifying resolution that indicates the street names as Briar Rose Lane and Cailyn Way. Getting this clarified sooner rather than later will help as it relates to CHIPs funding.

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to clarify the resolution made January 7, 2008 by the Village Board comprised of then Mayor Morton Wexler, and then-Trustees Maria C. Castaneda, Carrie L. Maziarz, David J. Wagenhauser and Hannelore G. Heyen (previously provided to NYS DOT) as to accepting dedication of Remington Woods Subdivision – Phase I. The clarification is that the streets involved are Briar Rose Lane and Cailyn Way.

- **PERSONNEL ITEMS:**

- Part Time Court Attendants – hiring per Justices recommendation –

→ Trustee LaPierre moved, Trustee Andrews seconded, carried 5/0 to accept the recommendation of Village Justices William G. Andrews, Jr. and Kent R. Blair as to the hiring of Charles E. Book and Kathy J. Wilson as Part Time Court Attendants. This Civil Service title is competitive. Therefore, the initial hiring is classified as provisional until an exam is offered. For permanency, they must take and pass the exam and be reachable on the certification of eligibles. The Village will be notified as to the exam date. Pay rate is \$12.50 per hour. These are part time positions, less than 20 hours per week, not to exceed 40 hours within a two-week pay period. No benefits.

- A few vacancies remain on various Boards/Committees – Mayor Blackman said none of the Boards or Committees are in jeopardy of lacking a quorum to conduct business. She said Clerk Morelli will re-advertise the few vacancies in late winter or early spring.

**OLD or NEW BUSINESS:**

- Award sale via Auctions International – 2001 Dodge Ram 2500 pickup, tool box for truck bed, electric chain saw sharpener -

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to accept the top bid of \$2,900 for the 2001 Dodge Ram 2500 Pick Up, \$67.50 for the truck bed tool box, \$105 for the electric chain saw sharpener with the next highest runner up bids should those fall through.

- Approve establishment of petty cash for Village Justices of \$100 each to provide change from fines –

→ Mayor Blackman moved, Trustee LaPierre seconded, Trustee Andrews abstained, carried 4/0/1 to approve the establishment of petty cash for Village Justices of \$100 each, for a total of \$200, for the Court Clerks to be able to provide change from fines.

## VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
  - Monroe County Association of Villages – Mayor Blackman reported having attended the bi-monthly dinner meeting of Mayors 12/18 hosted by Churchville. The annual dinner banquet will be 1/17 at Burgundy Basin.
  - SUNY College at Brockport – Mayor Blackman reported she, Chief Varrenti and DPW Spt. Donahue having met 12/18 with Beau Willis, Paul Tankel and Bob Henry regarding the North Campus Site Enhancement Plan. They agreed to have Walk Bike Chair Ray Duncan serve as Village Liaison to the committee as it relates to the GTC BATP grant.
  - E.L.K. Museum – Mayor Blackman reported having met with Trustee Andrews and ELK Museum volunteer Dan Burns representing Chair Jackie Morris regarding the Get Ready grant. The museum has been assigned a consultant who will make a site visit and spend a day with the Museum Board. The consultant is Bruce Moseley, Associate Director of Corporate, Foundation and Government relations at Colgate University. He will come late spring after the Museum goes through a self-assessment and planning process. Mayor Blackman shared that she spent some time in December documenting the E.L.K. Museum's small collection of American Indian southwest pottery. It dates 1920's-1940's and comprises relatively small tourist pieces – nothing outstanding or of great value.
  - Employee Holiday reception – Mayor Blackman shared having hosted a holiday reception for all Village employees the afternoon of 12/23 at Village Hall.
  - Water line insurance – Mayor Blackman shared that a Village resident forwarded a letter they received from an insurance company called HomeServe USA Repair Management Corporation, noting that the resident's property was not covered with water service line coverage from their company and offering insurance on homeowners' buried waterlines from the house to the curb, the portion the homeowner is responsible for. Mayor Blackman advised before purchasing such coverage, DPW can come and check the waterline to determine if it is galvanized or copper.
  - CDBG – Mayor Blackman said DPW Spt. Donahue plans to apply for a Community Development Block Grant for Phase 2 of the West Avenue water upgrade. Phase 1 goes from where Rogers Florist was to Smith Street. Phase 2 would extend from Smith Street to Idlewood Drive or Kimberlin Drive. DPW Spt. Donahue plans to attend the upcoming steering committee meeting regarding applying for this year's CDBG funding. (Future meeting – do a resolution authorizing such grant application.)
- Trustee/Deputy Mayor William G. Andrews
  - Western Monroe Historical Society – Trustee Andrews shared having recently helped with a 4<sup>th</sup> grade tour at the Morgan Manning House.
  - E.L.K. Museum – Trustee Andrews shared that some maps in the museum are in need of preservation. He contacted Gail Fischer of NYS Records Archives who indicated it would be eligible for consideration of an LGRMIF grant. (Future meeting – do a resolution authorizing such grant application.)
  - Employee Holiday reception – Trustee Andrews shared having attended the Mayor's holiday reception for all Village employees the afternoon of 12/23 at Village Hall.
- Trustee Valerie A. Ciciotti
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- Trustee John D. LaPierre
  - Village Court – Trustee LaPierre reported that the renovations at Village Hall to accommodate the Village Court are coming along nicely. Village Court opened as planned January 2<sup>nd</sup>. The restrooms are completed and the Court Clerk's Office and Judges Chambers are ahead of schedule and should be ready by the end of January if not sooner. Until then, the Court Clerk's office is temporarily housed in the employee kitchen. Trustee LaPierre commended the talent of many of our DPW Laborers. Some have gone above and beyond expectations.

Mayor Blackman commended Trustee LaPierre for shepherding this as project manager.

- Trustee Katherine J. Kristansen
  - Seymour Library – Trustee Kristansen reported having attended the 12/16 meeting of the Seymour Library Board in which the 2015 library budget was revised and

approved to reflect the contributions of the 3 municipalities and had to dip into some endowment monies. They shared some fiscal improvements and staff updates provided. The library requires certain inspections of the facility including boilers (which have no shut offs and have had 3 boilers in since construction of the building in 1996). The Library Board questions whether the 3 municipalities (DPW/Highway Departments or Building/Codes Departments or Municipal Engineers) can share the responsibility of the inspections as well as provide assistance in carrying out the recommendations of an energy assessment, and a potential structural issue regarding a crack from the ceiling to a column from north to south in the long hallway. Trustee Kristansen commented that Library Director Carl Gouveia is very hands on and fixes what he can himself. He forwarded her a copy of the energy assessment. She said she would forward it to the Village Board.

Mayor Blackman asked if it would be DPW, BI/CEO or Engineer involvement.

Clerk Morelli shared that she believes the Village Engineer, Chatfield Engineers, also serves as Town Engineer for Clarkson. If any cost is incurred, it would be appropriate that it comes from the Seymour Library budget. That way all 3 municipalities share the cost. If not planned for under building maintenance, there should be a contingency line for unplanned expenses.

Trustee LaPierre asked if warranties exist on items having to do with the construction of or equipment purchased for the Seymour Library. Trustee Andrews said if the Seymour Library doesn't have such information, they may want to contact Fred Graveter of Sweden who was the Chair of the Seymour Library Board at the time of the building's construction.

Mayor Blackman asked Trustee Kristansen if she happened to share with the Seymour Library Board the results of the Mayor and Supervisors recent meeting regarding the Library. Trustee Kristansen said she did not and suggested it better come from Mayor Blackman.

- Brockport Toy Shelf – Trustee Kristansen shared that she volunteered at the Brockport Toy Shelf 12/20 which is run by Ruthann Tryka and Charlene Veltz who happen to be the Co-Managers of the Farmers Market. They will be guests on the 2/2 Village Board agenda to discuss recommendations for the 2015 Farmers Market such as any changes to the rules and regulations or vendor application, the possibility of alternate locations, the impact of the closure of the Park Avenue Bridge, and the possible need for updated banners and bags with the current market hours.

- Code Review Committee - Trustee Kristansen reported having attended the 12/22 Code Review Committee meeting. They are beginning work on reviewing Village Code Chapter 58 – Zoning. Each member has a section to review and research. They will review other municipal codes. She said CRC is 1 member short and has 1 member who seldom attends. Therefore, the work has to be spread to fewer people. They are in need of at least 1 member to fill the vacancy – one who can commit the time needed.

Clerk Morelli referred to the Selection Policy regarding Boards and Committees. There is a section that addresses appointees failing to attend meetings.

Trustee Kristansen referred to the Village Code now being part of ecode 360. She asked if the Code Review Committee members would be assigned as municipal users so they can have access to certain search and notation features.

Clerk Morelli said assigning municipal users access and organizing a training session is on her list of things to do this month. She asked the Village Board who they would like to have access as a municipal user. Response was: Village Board, Village Justices, Planning Board, ZBA, CRC, Department Heads, Clerks, Treasurer, Village Attorney, Village Engineer.

- Financial - Trustee Kristansen reported having recently met with Treasurer Hendricks to review the budget preparation process.

- Employee Holiday reception – Trustee Kristansen shared having attended the Mayor's holiday reception for all Village employees the afternoon of 12/23 at Village Hall.

**ADJOURNMENT:**

→ At 7:38pm, Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 that the meeting be adjourned.

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Leslie Ann Morelli, Village Clerk