

**Special 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, February 10, 2010 at 5:30pm.**

**PRESENT:** Mayor M. Connie Castañeda, Deputy Mayor Christopher R. Martin, Trustee Kent R. Blair, Trustee Scott W. Hunsinger, Clerk Leslie Ann Morelli

**Excused:** Trustee Hal S. Legg

**ALSO PRESENT:** John Lessord, Fred Webster, Norm Giancursio, Francisco Borraro, Jim & Joan Hamlin, Kathy Snyder

**CALL TO ORDER:** Mayor Castañeda called the meeting to order at 5:30pm and led the Pledge.

**Resignation of Village Treasurer:**

Mayor Castañeda shared that she met with Village Treasurer Gina Tojek late last Thursday and by the end of the meeting G. Tojek told her that she would be resigning. G. Tojek worked the next day and she asked if she had reconsidered resigning. She said she had not and that she would submit her letter of resignation on Tuesday. Such letter was received indicating that it would be effective end of day February 17<sup>th</sup>. She is using her remaining vacation days until then. She has turned in her key.

→ Mayor Castañeda moved, Trustee Hunsinger seconded, carried 4/0 to accept with regrets the resignation of Gina M. Tojek as Village Treasurer effective February 18<sup>th</sup>.

Mayor Castañeda shared that she contacted the Village's former independent auditor, the Village's current independent auditor, and the Village's current municipal finance consultants for their recommendations as to a suitable replacement, particularly at this difficult juncture of budget time and financial crisis. Tom Lauffer of Raymond Wager CPA, the Village's current independent auditor and Chuck Bastian of Bernard P. Donegan Municipal Finance, the Village's current municipal finance consultant both highly recommend Mary Beth Lovejoy. Mayor Castañeda said she met with her this afternoon and is confident in her qualifications and believes she would be a good fit. She presented a copy of her resume to the Board. She said she would like to appoint her temporarily as Interim Treasurer and then commence a search for a permanent Treasurer.

→ Mayor Castañeda moved to appoint Mary Beth Lovejoy temporarily as Interim Treasurer at \$50 per hour – part time 3 days per week no benefits.

**EXECUTIVE SESSION:**

→ At 5:35pm, Trustee Hunsinger moved, Trustee Blair seconded, carried 4/0 that the Board of Trustees of the Village of Brockport enter into an executive session to discuss a personnel matter pursuant to (f) the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation (the resignation of G. Tojek as Treasurer, the partial resignation – full time to part time of Deputy Clerk-Treasurer Olson, and the possible appointment of Mary Beth Lovejoy as temporary Interim Treasurer). Clerk Morelli was invited to join.

6:15pm – Clerk Morelli was excused from Executive Session.

→ At 6:30pm, Mayor Castañeda moved, Trustee Hunsinger seconded, carried 4/0 that the Board of Trustees re-enter the regular meeting.

→ Mayor Castañeda moved, Trustee Hunsinger seconded, carried 4/0 to appoint Mary Beth Lovejoy temporarily as Interim Treasurer at \$50 per hour – part time 3 days (maximum 24 hours) per week no benefits.

She is not an employee and will not be placed on Village payroll. She will submit an invoice for her time.

**Budget work sessions:**

Board agreed to special meetings to serve as budget work sessions: Monday, February 22<sup>nd</sup> at 6pm and Thursday, March 25<sup>th</sup> at 6pm.

Clerk Morelli suggested the Board look at their calendars as to possible dates for the public hearing on the budget. The hearing needs to be held between April 5<sup>th</sup> and April 15<sup>th</sup>. It seems the Board should avoid Wednesday evenings as Trustee Legg has a standing commitment. She also suggested that an alternate venue may be wise as there could be a large turnout.

**Village code books:**

Clerk Morelli shared that Local Laws #8-08, #1-09, #2-09 have been sent to General Code Publishers. Although it has not been past practice, due to the current spending freeze, she obtained an estimate

Committee as to whether they anticipate forwarding any proposed changes to the Board for consideration in the near future. She agreed to do so and will hold off until June.

**Financials:**

Mayor Castañeda shared that she and Deputy Mayor Martin met with Chuck Bastian of Bernard P. Donegan Municipal Finance and Tim McGill of bond counsel regarding the revised cash flow analysis and potential budget note. Once the cash flow figures are confirmed, the Board will need to adopt the budget note resolution at the March 1<sup>st</sup> meeting. The resolution requires inclusion of the specific dollar amount and the facts and circumstances for the note (i.e. to meet payroll and such until the end of the fiscal year.) Adopting the resolution doesn't force the taking of the loan. It would likely have a fairly high interest rate. There is also the possibility that the Village would not get the loan. If so, it practically closes the doors. The amount of the loan would have to be included in the budget and be paid back within the next fiscal year.

Deputy Mayor Martin commented that Village tax monies begin coming in after June 1<sup>st</sup> and there is a possibility there may be enough in to pay back the loan by June 30<sup>th</sup>.

They also discussed the bond anticipation note (ban) and the need to go to permanent financing on the Main Street sewer and water project either this year or next year. It would not be wise to do so this year and the Village would likely not get a good credit rating.

**Health benefits:**

Deputy Mayor Martin referred to the comprehensive information and recommendations provided by Clerk Morelli January 20<sup>th</sup> and concurred with her recommendations. He shared that he and Mayor Castañeda attended the Monroe County Council of Governments (COG) health benefits meeting on February 9<sup>th</sup> which had similar and additional recommendations for cost cutting. No doubt the Village needs to tighten its belt and cut costs related to employees and retirees benefits. The timing is good as both Union contracts are being renegotiated.

Clerk Morelli said since Chief Varrenti is negotiating the Stetson Club contract she had copied him on her January 20<sup>th</sup> memo and packet and will be sure to copy him on the COG meeting information and additional thoughts regarding dental and life insurances as well.

**ADJOURNMENT:**

- ➔ Mayor Castañeda moved, Trustee Hunsinger seconded, carried 4/0 that the meeting be adjourned at 6:45pm.

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Leslie Ann Morelli, Village Clerk