

Work Session of the Village Board of the Village of Brockport was held at 49 State Street Brockport, New York, January 22, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Annette M. Crane, Trustee John D. LaPierre, Treasurer Daniel P. Hendricks, DPW Spt. Harry G. Donahue, Police Chief Daniel P. Varrenti, BI/CEO David J. Miller, Jr.

EXCUSED: Trustee Katherine J. Kristansen

ALSO PRESENT: Police Lt. Mark Cuzzupoli, Joan Hamlin, Chris Hamlin, Fred Webster

This was a work session, not a regular meeting. No public comment.

- **CALL TO ORDER:**
- **ACTION ITEMS** (time sensitive):
 - Approval of minutes 12/18/17:

→ Trustee Andrews moved, Trustee LaPierre seconded, carried 4/0 that the minutes of the 12/18/17 meeting be approved as amended.

- Approval of bills

→ Trustee LaPierre moved, Trustee Crane seconded, carried 4/0 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>	1/8/18	\$132,160.35	
	1/22/18	\$65,894.68	
FUND (F): <u>Water</u>	1/8/18	\$1,024.13	
	1/22/18	\$48,927.08	
FUND (G): <u>Sewer</u>	1/8/18	\$358.51	
	1/22/18	\$145.17	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
			\$133,542.99 1/8/18 total
			\$114,966.93 1/22/18 total

- Authorize budget amendments & transfers -

→ Mayor Blackman moved, Trustee Crane seconded, carried 4/0 that the following budget amendments and transfers be authorized:

**Amendments
Expenditures
Account**

#	Description	Amount	Purpose
A1110.2000	Court Equipment	\$11,000.00	(1)
A3120.4120	Police – Supplies / Life Safety Supplies	\$4,720.00	(2)
A6410.4000	Welcome Center	\$600.00	(3)
	Total	\$16,320.00	

Total General Fund Expense Budget Before Amendment	\$5,679,606.00
Amendment	\$16,320.00
Total General Fund Expense Budget	\$5,695,926.00

Revenues:

Account	#	Description	Amount	Purpose
	A3089.7000	State Aid – Other	\$11,000.00	(1)
	A3089.4000	State Aid	\$4,720.00	(2)
	A1789.0000	Docking Fees	\$600.00	(3)
		Total	\$16,320.00	

Total General Fund Revenue Budget Before Amendment	\$5,679,606.00
Amendment	\$16,320.00

Total General Fund Revenue Budget \$5,695,926.00

Purpose:

- (1) Increase Court Equip. for Office Equipment (revenue anticipated from JCAP grant)
- (2) Increase Police Life Safety Supplies (revenue from State grant)
- (3) Increase Welcome Center budget (revenue from docking fees)

Amendments

Expenditures

Account

#	Description	Amount	Purpose
G8120.400M	Monroe County CDBG Sewer Fund	\$6,108.89	(1)
	Total	\$6,108.89	
	Total Sewer Fund Expense Budget Before Amendment	\$223,485.00	
	Amendment	\$6,108.89	
	Total Sewer Fund Expense Budget	\$229,593.89	

Revenues:

Account

#	Description	Amount	Purpose
G2389.8000	Monroe County CDBG Sewer Fund	\$6,108.89	(1)
	Total	\$6,108.89	
	Total Sewer Fund Revenue Budget Before Amendment	\$223,485.00	
	Amendment	\$6,108.89	
	Total Sewer Fund Revenue Budget	\$229,593.89	

Purpose:

- (1) Increase Sewer Budget for Sewer Project CDBG Funds Monroe County

Transfers

Account #	From	Account #	To	Amount
F1990.4000	Contingency	F1680.4000	IT Hardware/Software	\$2,500.00 (1)
A1990.4000	Contingency	A1620.4010	Bldgs. 127 Main St	\$3,000.00 (2)
A1990.4000	Contingency	A5110.4100	Street Maint – Equip/parts	\$4,700.00 (3)
A1990.4000	Contingency	A5110.4110	Street Maint – Truck Parts	\$2,500.00 (4)
A1990.4000	Contingency	A8020.4030	Planning Board expenses	\$1,000.00 (5)
A1990.4000	Contingency	A1910.4000	Unallocated Insurance	\$650.00 (6)

Purpose:

- (1) Transfer to pay for costs for upgrade for Badger Meters (water)
- (2) Expenditures for new building signs
- (3) Tires for loader
- (4) Vehicle parts for DPW
- (5) Planning Board expenses for Chatfield Engineers
- (6) Building Insurance for 127 Main St.

- o Authorize Mayor & Trustee Crane to attend NYCOM Winter Legislative Meeting in Albany 2/11-2/13/18 -

→ Trustee LaPierre moved, Trustee Andrews seconded, carried 4/0 to authorize Mayor Blackman and Trustee Crane to attend the NYCOM winter legislative meeting in Albany 2/11-2/13/18.

- o Accept bids & award re sale of 2009 Chevy Impala 4-door (former BI/CEO car) –

→ Trustee LaPierre moved, Trustee Crane seconded, carried 4/0 to accept the bids and award the sale of the 2009 Chevy Impala 4-door at the high bid of \$3,750 with the next bid of \$3,700 being accepted if the high bid falls through.

Other (not on agenda):

- Monika W. Andrews Creative Volunteer Leadership Award – Trustee Andrews shared that his original endowment to create the trust was \$10,000. Treasurer Hendricks changed it from bonds to equities and the fund is doing well – currently at \$12,400. This year’s award winner will get \$500. He would like the two runners up to each get \$100. The awards will be presented at the 2/5/18 Village Board meeting.

→ Trustee Andrews moved, Mayor Blackman seconded, carried 4/0 to disburse funds from the award trust as proposed.

Trustee Andrews also mentioned that Allan Berry suggested an award be established for someone who enhances the sense of community and to also include Hamlin. This will be proposed in the future.

ITEMS FOR DISCUSSION / REVIEW:

- 6/1/18-5/31/19 Budget preparation – with Treasurer & Department Heads
 - Financial reports for period ending 12/31/17
 - Shafer Trust – status for period ending 12/31/17
 - Farmers Market – statement of revenues & expenditures 12/31/17
 - Welcome Center – statement of revenues & expenditures 12/31/17
 - Budget summary
 - Departmental budgets

EXECUTIVE SESSION:

→ At 8:55pm, Mayor Blackman moved, Trustee LaPierre seconded, carried 4/0 that the Board of Trustees of the Village of Brockport enter executive session to discuss a personnel matter regarding an individual employee.

Chief Varrenti and Lt. Cuzzupoli were invited to sit in.

→ At 9:14pm, Trustee Crane moved, Trustee LaPierre seconded, carried 4/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

ADJOURNMENT:

→ At 9:15pm, Trustee Crane moved, Trustee Andrews seconded, carried 4/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk
from notes of Daniel P. Hendricks, Treasurer
and Margaret B. Blackman, Mayor

