

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Court Conference Room 49 State Street Brockport, New York, February 5, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Annette M. Crane, Trustee Katherine J. Kristansen, Trustee John D. LaPierre, Clerk Leslie Ann Morelli

ALSO PRESENT: Gary & Lori Skoog, Bill & Hanny Heyen, John & Thelma Rombaut, Doug & Dianne Hickerson, Kristina Gabalski, Linda Ketchum, Robb & Shanna Westbrook, Al & Brenda Cretney, John & Helen Maier, Pat Kutz, Carl Gouveia, Jen Skoog, Cooper Harvey, Scott Fisher, Tim Rombaut, Mary Rich, Susan Smith, Art Appleby, Doug Kucmerowski, Lily Jagodzinsky, Kayla Wade, Joan Hamlin, 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:

Thomas Cornes was one of Brockport's most prominent citizens, but is largely forgotten today. He was born in England in 1813 and emigrated with his family to New York's Madison County in 1827. In 1834, he removed to Brockport, where he spent the rest of his life, living at 26 South Street.

Cornes was a butcher by trade, invested heavily in real estate, and was very active in public life. He was co-owner of the largest meat market in Brockport and owned a large complex of buildings on the east side of the village that served as a slaughter house. He also owned three farms, five stores on Main Street, a warehouse on the canal, a distillery, a retail plaster shop, and several dwellings. He and his son, Charles, held a patent for a refrigeration device.

Cornes probably holds Brockport's record for the number of times he was elected to municipal boards. He was elected to the Village Council seven times and served as its President for five of those years. He was elected Town of Sweden Supervisor three times. He was frequently a delegate to various political party conventions. His political success is the more remarkable in that he was a Jeffersonian Democrat at a time that the village and town were heavily Republican. By one account, he was the leading Democrat on the west side of the county.

He was appointed to political patronage jobs, canal toll collector in the 1850s and during the Civil War and manager of the Western House of Refuge in Rochester, a home for orphan and wayward boys.

He was also active in other civic affairs. He was on the Boards of the Brockport Collegiate Institute and the State Normal School. He was credited with having the greatest influence in bringing the Normal School to Brockport. He was Treasurer of the Brockport Union Agricultural Society that operated the county fair. He was an active firefighter and one of the original fire companies in the Village was named for him. During the Civil War, he was among the most active leaders in the various efforts to support the war.

Cornes was also very litigious. He frequently protested his property assessments, refused to pay his taxes, and intimidated the Village Collector. He had raucous quarrels with his neighbors over trees, sidewalks, sewers, and election bets. During one such dispute, a neighbor commented that he "never knew a case before where Mr. Cornes had nothing to say". On one occasion, he brought a number of serious charges against a Canal Superintendent, all of which were dismissed. He engaged in a long-running feud with Horatio Beach, publisher of the Brockport Republic. When things did not go his way in the Democratic Party, he supported Republicans.

Thomas Cornes died on December 20, 1878 at age 65.

OATH OF OFFICE: none

CERTIFICATES & PROCLAMATIONS:

- Selection Committee presents – 2017 Monika W. Andrews Creative Volunteer Leadership Award – Linda Ketchum read the following prepared statement into the record:

My name is Linda Ketchum. On behalf of my fellow committee members, Robb Westbrook and Chrys

Gross, we would like to announce that this year's Monika Andrews Volunteer Leadership Award goes to Gary Skoog.

We read letters authored by twelve people in support of Gary's nomination. From these letters we have learned of fourteen volunteer activities spanning more than 50 years. There are probably more, but here we go:

Member and Past President, Brockport Kiwanis
Member and Past President, Greater Brockport Development Corporation
Member and Past President, Western Monroe Historical Society
Past Chair, Town of Sweden/Village of Brockport Master Plan
Founder/Past Chair, Town of Sweden Environmental Board
Past Member, The College at Brockport Alumni Board – started "First Fridays" events
Past Member, Northeast Organic Farmers Association of New York Board
Coordinator of the Brockport "Summer Serenades"
Building Coordinator of the Village of Brockport Welcome Center
Current Vice Chair, Oak Orchard Health Corporation
Appointed to the National Advisory Committee on Migrant Health
Member, Garlic Seed Foundation
Volunteer Crossing Guard during National "Walk to School Day"
Trustee/Treasurer of the Brockport Community Museum

Doug Hickerson said that Gary has shown consistent, energized work with true passion for the Brockport Community. "His rugged and quiet demeanor tends to hide his enthusiasm for the causes he serves. He conducts his leadership in a selfless manner, wanting to direct attention to the good of the community."

Another writer, Allan Berry, pointed out that Gary's involvement in the community is multifaceted. "He is one of those people in an organization who you can count on to be involved in a positive way."

Archie and Patty Kutz have known Gary Skoog for many years as a friend, a farmer and a fellow volunteer. "We have played with Gary, learned from him, and enjoyed his support and efforts in the many organizations in which we have had common community interests."

Jim Hosford said he "*could* submit Gary's long resume... and can attest to his tireless support of the village and town to all who he comes in contact with and know he is deserving... of this award." Community members, such as Brenda and Al Cretney, feel that "Gary's personal rewards have always seemed to be just the job well done."

"He is a doer, not just a participant." Those are the words of Richard Fenton who wants us to realize the breadth of Gary's activities in the community, and "what is even more impressive is the willingness he has displayed to undertake a leadership role in so many of these activities."

Helen and John Maier, along with Andrea Perry, appreciate the work Gary undertakes each summer in organizing the Brockport Summer Serenades. "His witty and always pleasant comments have brought increasingly large audiences..." and "Gary has used his talents and ingenuity developing the Summer Serenades. He finds an interesting variety of musicians, advertises well and welcomes an appreciative audience."

Last, but not least, Terry Ann Carbone stated, "I have known Mr. Skoog for many years and have often been in awe at the amount of time and commitment that Gary puts into his community, which he dearly loves."

We would be remiss not to mention the other two nominees as we hope they will be nominated again in the future. The runners-up, Hannelore Heyen and John Rombaut, also have impressive records of volunteerism that caused us great deliberation. This community is very lucky to have three volunteers of this caliber. It is our pleasure to award this year's Monika W. Andrews Creative Volunteer Leadership award to Gary Skoog.

Linda Ketchum presented the award certificate and a \$500 check to Gary Skoog.

Gary Skoog accepted saying this was the reason Andrea Perry kept after him about providing his volunteer resume. He did not encourage this nomination, but is thankful for the numerous people who wrote letters of support. Receiving this award is very special, particularly as it is in the name of Monika Andrews, late wife of his good friend Bill Andrews.

Linda Ketchum presented an honorable mention certificate and a \$100 check to Hanny Heyen.

Linda Ketchum presented an honorable mention certificate and a \$100 check to John Rombaut.

Trustee Andrews congratulated the winner and honorable mentions, clarified that he had no part in the Selection Committee's decision, and that Gary Skoog's name will be added to the award plaque. Further, the honorable mentions are eligible to be nominated again in future years.

PUBLIC HEARINGS: none

PUBLIC COMMENT:

- Susan Smith of West Canal Road Sweden – read the following statement:

In January, I was honored to be elected President of Pro-Brockport.

Pro-Brockport began in 2010 when a group of non-partisan residents from the greater Brockport area opposed dissolving the Village. Organized formally as a Political Action Committee, Pro-Brockport effectively led to the failure of The Dissolution Referendum in both 2010 and 2016.

Pro-Brockport stands at the ready, if there is another attempt to dissolve the village, as we value the governance of the Village Board.

In addition to our PAC activities, Pro-Brockport has campaigned to **promote positive living in Brockport through our community service project, to name a few:**

- developed a website and Facebook page
- Initiated community projects and events
- Promoted historic preservation: Brockport Historic Homes website used as part of the application for Historic Residential District on the National Register.
- Most importantly – we have continued to encourage the residents to be “ENGAGED” in our local government by video recording and posting government meetings on line.
 - We've had a YouTube Channel - Since Feb 28, 2012
 - Posted almost 300 videos - 285 videos
 - Total Views: 15, 383
 - Top 5 Viewed Videos, as of 02/05/18:
 1. 10/10/17 Sweden Town Board Meeting 1,038 views
 2. 05/19/14 Brockport Village Board Meeting 790 views
 3. 04/22/14 Sweden Town Board Meeting 456 views
 4. 01/02/18 Sweden Town Board Meeting 436 views
 5. 06/11/13 BVB Mtg – Bill Andrews Clip 279 Views

In 2018, Pro-Brockport is planning to promote an **initiative** of “Inform and Engage”, through a series of **Community Engagement Town Hall Meetings**.

- We are just beginning to organize and plan logistics.
- Identified a place to start – local taxing authorities and sub-sets:
 - 3 municipalities: Village of Brockport; Towns of Sweden and Clarkson
 - 4 other boards we have in common in Brockport area:
 - Fire District, School District, Seymour Library and Town/Gown Committee

I will be going before these boards in the month of February to introduce concept of the Community Engagement Town Hall Meetings.

Pro-Brockport would like to invite a representative of the Brockport Village Board to participate in our first **Community Engagement Town Hall Meeting** – that will hopefully be scheduled during the month of **April**. I will continue to communicate with the Board, as our plans develop and would welcome any suggestions or input from the Board.

Thank you for your time and I look forward to working with this board to **bring government to the people**.

GUESTS:

- Lily Jagodzinski – Camp Abilities – family friendly 5K walk/run & 100m kids race – Sunday, 4/15/18 a.m. – Lily Jagodzinski introduced herself attending in place of Kristi Lane, Camp Abilities Graduate Assistant under Dr. Lauren Lieberman at SUNY College at Brockport. She reviewed the plans for the 5K walk/run and 100m kids race in the planning for Sunday morning April 15th. The proposed route would entail shutting down portions of a few streets including part of Main Street.

Clerk Morelli shared that since Main Street is New York State Route 19, the organizers would not only need Village Board approval, but NYS Department of Transportation Region 4 approval. Closing any portion of Main Street for any amount of time is not as easy as it sounds and has implications. For example, Sunday mornings the many churches are in session and they utilize Main Street to get to and from church and for parking. There is a permit application process involved which also requires certain insurance certificates. She said she believes it is a “Perm 33b” application for the use of State Highway / NYSDOT Property for special events such as parades, processions, assemblages, walk-a-thons,

festivals, civic or cultural events, etc. The "b" is when the local municipality does not regulate the event. Upon advice of the Village's insurance, the Village applies for a Perm 33c" as it takes responsibility for the holiday parade because it is run by the Village.

Trustee LaPierre suggested the event stick to Village streets and avoid Main Street.

Mayor Blackman suggested the organizers re-group to consider routes that avoid Main Street and meet the course length needed.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve the Camp Abilities – family friendly 5K walk/run & 100m kids race – Sunday, 4/15/18 a.m. – if to be held on Village streets to be determined and approved at the 3/5/18 Village Board meeting.

- Art Appleby – BISCO – 2018 Arts Festival – Saturday, 8/11/18 & Sunday, 8/12/18 – A. Appleby reviewed the letter, map and street closure request included in the packet. The letter is as follows:

Mayor Margay Blackman
Members, Brockport Village Board

January 23, 2018

BISCO, sponsor of the Brockport Arts Festival, requests Village Board action to have the 24th Brockport Arts Festival on Main St., with Main Street closed to traffic from Clark Street north of the canal to the Adam's Street /Park/Fair intersection from 7 pm August 10 to 7 pm August 12, 2018. In addition, all streets entering Main from Clinton to College would be closed one block east (or west) of their respective intersections with Main to all but local traffic. It is expected that again the festival will end near College Street. Furthermore, BISCO requests express decision power over events or other festival related uses that may be held on the above streets and that, furthermore this be made clear by the Village to any groups potentially affected such as churches, merchants, etc. The goal is to present the best festival possible, while showcasing our beautiful village.

A map is attached of the proposed festival layout. Of course, the actual length of the show depends on the number of vendors we get, and that will not be known until the end of May.

BISCO would like to thank the Mayor and Trustees for their steadfast support for 23 years. We truly feel as though we have established a community event for all to enjoy.

Sincerely,

Art Appleby, BISCO President

Art Appleby shared that the set up will be almost the same as last year except they will have stages across Main Street by the bridge and by College Street. This will help to enhance the music and help barricade / bookend the festival. He said there were some complaints last year of customers being unable to get to Tanning Oasis at 212 Main Street. They hope to work that out.

→ Mayor Blackman moved, Trustee Crane seconded, carried 5/0 to approve BISCO's request to hold its 24th annual Brockport Arts Festival on Saturday, August 11th and Sunday, August 12th, 2018 and authorized the following street closure from 7pm Friday, August 10th to 7pm Sunday, August 12th, 2018:

- Main Street (NYS Rt. 19) from Clark Street to the Adams Street / Park Avenue / Fair Street intersection
- Main Street ends of the following side streets: Clinton, King, Erie, Holley, Monroe, College, South, Union, State, Market, Water

The approval letter will also indicate:

As always, please work with Code Enforcement Officer/Fire Marshal David Miller at 637-5300 X119 regarding any codes issues or inspection needs related to the event set up, DPW Superintendent Harry Donahue at 637-1060 regarding any barricades or such needed and Police Chief Daniel Varrenti or Mark Cuzzupoli at 637-1020 regarding public safety planning.

Please utilize this letter to accompany your NYSDOT special permit application and copy Village Clerk Morelli on the NYSDOT approval once received.

The event will be on our 2018 events schedule. A few weeks prior to the event, Village Clerk Leslie Morelli will send out a courtesy notice of street closure to the property owners on the affected sections of the streets being closed. By July 16th, please provide Leslie with a BISCO flier regarding the Arts Festival to go with it. Best wishes for a successful event!

- Kayla Wade – BHS – possible senior project – dog shelters/organizations information/ fundraising event – Kayla Wade introduced herself as a Brockport High School senior and introduced her cousin Steve of the Rescue Pitt organization. She shared that each senior is required to do a senior project and she is proposing an event in the Village to showcase that organization and local dog shelters to raise funds for them and provide information and encourage adoption and volunteerism. Steve shared that Rescue Pitt is a 501C3 organization whose focus is home fostering, force-free training and care of dogs and community outreach.

Mayor Blackman suggested tying this event to a related location (Country Max, Runnings, Tractor Supply, etc.) or having a booth at a large community event such as the Sidewalk Sale or Arts Festival. Kayla said her project has to be completed by early May and she knows of no large community events taking place between now and then. She said she reached out to Country Max (in the Town of Sweden) and is working with them for a possible location. She has not been successful with Runnings or Tractor Supply.

Mary Rich (Town Board member in the audience) suggested she reach out to the Sweden-Clarkson Community Center as a possible location for such.

Art Appleby (BISCO President in the audience) suggested even though it would not help with her project deadline, the organizations could register for a booth at the Arts Festival in August. If animals were to be a part of it, they would work to select a booth separate and away from others for safety.

Mayor Blackman said while this doesn't make sense to do as a stand-alone event at an unspecified location in the Village, some good feedback has been provided for pursuing this in a location and time that would better lead to attendance and success.

Trustee Kristansen said it's a good concept, but suggested to Kayla that if she were going to present or request this elsewhere, she write up a plan with specifics to share with the Board or business.

The Village Board wished her success on her project.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee Crane seconded, Trustee Kristansen abstained as she was absent, carried 4/0/1 that the minutes of the 1/22/18 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Crane 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>	2/5/18	\$83,030.52
FUND (F): <u>Water</u>	2/5/18	\$65.67
FUND (G): <u>Sewer</u>	-	-
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$83,096.19 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- o 2017 PESH summary of work-related injuries & illnesses – Clerk Morelli referred to the document in the packet having been posted in Village employee break rooms and kept on file. She explained that it indicates work-related injuries and illnesses and posted from 2/1 to 4/30. There were 3 cases and of those just 1 with limited lost time in 2017.

- o 2018 Village elections – notice for electing Village officers (2 Village Justices) –

**VILLAGE OF BROCKPORT
NOTICE FOR ELECTING VILLAGE OFFICERS**

PLEASE TAKE NOTICE:

That the Annual General Village Election in and for the Village of Brockport will be held on **Tuesday, June 19, 2018 from Noon to 9pm** at Brockport Village Court 49 State Street Brockport, NY 14420 with the following officers to be chosen: **two (2) Village Justices for a four (4) year term to June 30, 2022.**

That the first day to circulate independent nominating petitions is Tuesday, April 3, 2018, and the last day to file said petitions at Monroe County Board of Elections is Tuesday, May 15, 2018. Petitions must indicate the office(s) and term thereto, for which it is filed, and

That the applications for absentee ballots will be accepted by Monroe County Board of Elections no earlier than Monday, February 19, 2018 and no later than Tuesday, June 12, 2018 for applications to be mailed or Monday, June 18, 2018 for personal applications by applicant or his/her agent.

That questions should be directed to Monroe County Board of Elections at (585) 753-1550.

Leslie Ann Morelli
Brockport Village Clerk

DATED: 2/1/18

Suburban News: Please publish in 2/4/18 edition.

Also posted on Village website and Village bulletin boards.

o 2018 April-December events schedule – need information forms submitted from website by 4/1 –

FROM: Leslie Ann Morelli, Village Clerk & Erica L. Linden, Deputy Clerk-Treasurer

RE: 2018 Events Schedule

DATE: February 2018

It's time to gather information to be able to put together an April/May through December events schedule. The schedule will be posted on the Village website, included in the semi-annual Village newsletter and will be made available at Brockport Village Hall, Welcome Center at Harvester Park, Seymour Library, Sweden Town Hall, Sweden Senior Center, Sweden/Clarkson Community Center, Clarkson Town Hall, etc. It will also be provided to local media for any free publicity they can provide.

Will your group be organizing events for 2018 that will be open to the public and held in Brockport?

Please fill out one electronic form per event by April 1st at:
<http://brockportny.org/departments-services/forms-and-applications>

Shortly before the event, feel free to email a flier: lmorelli@brockportny.org & elinden@brockportny.org

Some events in the Village may need the approval of the Village Board as well as the cooperation of the Department of Public Works, Police Department, or Code Enforcement Office. This is particularly true if it involves a street closure request or the use of Village property. Street closure requests can be submitted from the Village website – under forms and applications. Once received, they are referred to Department Heads (DPW Superintendent, Police Chief, Code Enforcement Officer) and the Brockport Fire District for feedback and scheduled on a Village Board meeting agenda for consideration. If Main Street (NYS Route 19) closure is requested, please remember that you need to apply to NYS DOT for a special permit.

• **PERSONNEL ITEMS:**

- o Police Explorers – drops & adds to roster –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to approve the following changes to the Police Explorers roster:

Franke J. Bernie - continuing
Tyanna M. Cook - add
Amanda M. Diaz - continuing
Thomas P. Doty - add
Jordon A. Grein - continuing
Daniel R. Norman - add
Heather N. Smith - add
Rachel A. Smith - continuing
Joseph C. Snyder - add
Karlee R. Stone - continuing
Kyle J. Urban - drop

- o Housing Task Force – assign terms to community members & amend selection document -

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to amend the last page of the policy document entitled “Village of Brockport Selection Process of Members to Boards and Committees” and per Trustee Crane’s recommendation, assign 2-year terms to the Housing Task Force as follows:

- 3 vacancies – expire 6/30/18 – then 6/30/20
- Michael Hayes – expire 6/30/19
- Harley Perry – expire 6/30/19
- Marcelle Stuckles – expire 6/30/19
- Charles Switzer (Planning Board rep.) – expire 6/30/19

**Village of Brockport
Selection Process of Members to Boards and Committees
Amended 02/05/18**

The Village of Brockport has a strong tradition of volunteerism. Residents are encouraged to serve on citizen boards and committees dealing with day-to-day issues. Their participation in Village government-- in the decision-making process—fulfills a public service role that enhances the quality of life in the Village and the surrounding communities.

BOARDS AND COMMITTEES

The members of our boards by statute, standing boards/committees, task force committee(s), and open roster committees act in an advisory capacity to the Village Board when creating ordinances, policies and procedures, and some act independently to relieve the Village Board of various administrative functions. When applicable, the Village Law takes precedence over this Village Board resolution. The purpose of this resolution is to clarify the selection process and identify those boards/committees that are bound by its usage.

The Brockport Village Board of Trustees (BOT) shall conform to the rules governing protocol and procedures pursuant to Village Law of the State of New York, Article 3, Officers and Elections, and Article 4, Powers, Duties, and Compensation of officers in appointments of citizens to boards/committees.

DEFINITIONS

“Advisor” means a non-paid member of a board/committee who has no voting power and may or may not be a resident of the Village of Brockport.

“Appointment” means the Mayor submits an individual’s name to fill a vacancy on a board/committee to the Village Board for their action of approval or denial. Only in the case of the Board of Ethics membership, one or more of the Board of Trustees shall submit a candidate’s name for the BOT’s consideration.

“Board/Committee” means Boards/Committees by Statute, Standing, Task Force, Open Roster, and any other boards/committees, subcommittee(s) or similar entity established or adopted by the Village Board, that may or may not have stipulated terms.

“Board of Trustees” (BOT) means the Village of Brockport’s Mayor and Village Board members who are elected.

“Boards by State Statute/Village Law mean that the boards and committees such as the Planning Board and the Zoning Board of Appeals (ZBA) have been granted the power to act independently of the Village Board in most instances, but on occasion serve in an advisory capacity to it. Members receive some compensation for their attendance/services.

“Committee Chair” means the chair/leader of a By-Statute, Standing, Task Force, Open Roster, Board or Committee.

“Mayor” means the Chief Executive Officer of the Village of Brockport who shall put forward the name(s) of citizen volunteers to fill vacancies and unexpired terms on boards/committees. The Board of Trustees shall approve or disapprove these potential candidates at a regular scheduled open meeting.

“Member” means a duly appointed person of a board or committee, including the Chair.

“Open Roster Committee” means that membership, residence, and terms may vary.

“Standing Board/Committee” means that members to said standing boards/ committees have a term of office, a stipulated number of years, and are residents of the Village of Brockport.

“Task Force Committee” means a committee formed—appointees brought forth by the Mayor and approved by the Village Board—with a stipulated number of Village members, who are charged with specific duties. When the committee has completed its work and submitted its final report, it dissolves automatically, unless otherwise directed by the Village Board.

“Term” means a stipulated duration of an appointment to a particular office, board, or committee.

APPLICATION PROCESS

1. The Village Clerk shall advertise the vacancies on the By Statute, Standing, Task Force, and Open Roster (if applicable) Boards or Committees in the newspaper designated by the Village as the official newspaper and on the Village of Brockport website.
2. An applicant position interest form and a board/committee description sheet shall be available in the Village Hall office and on the Village of Brockport website, <http://www.brockportny.org>.
3. Information shall be available regarding the specific committee/board that has a vacancy (Chair’s name/contact number), web information, etc.
4. A citizen who expresses an interest in serving on a board/committee shall be made aware of the meeting schedule and essentials before applying.
5. Applicants shall be encouraged to attend a board/committee meeting as a way to familiarize themselves with member responsibilities and if their interests and skills are well suited to serve.
6. Applications shall be completed and submitted to the Village Clerk no later than the advertised filing date.
7. Upon receipt of an application, the Village Clerk shall retain the original and distribute a copy of each application to the Board of Trustees.
8. All applications shall remain on file for a period of six months from the date received. Applicants who are still available may be considered should vacancies for a particular board/committee occur during that time.

SELECTION PROCESS

1. The Mayor shall put forth the name of citizen volunteer(s) to fill vacancies and unexpired terms on boards/committees prior the vote on the candidate(s) membership to said board/ committee at a Village Board meeting. Exception: membership selection for the Ethics Committee is made by the Board of Trustees.
2. The Mayor can ask for input from Village Board members and/or committee/board chairs prior his decision to put a name forth, especially if the candidate is unknown. If still unknown or if there is more than one candidate, the Village Clerk shall set up an appointment for the applicant(s) with the chair of said board/committee for an informational meeting to discuss membership responsibilities and requirements. Their comments/recommendations shall be forwarded to the Mayor.
3. If a candidate’s name is submitted by the Mayor to the Village Board for approval, the number of years of the unexpired term or vacancy shall be served by the new member. If there is more than one vacancy, the Mayor submits the candidates’ names to be approved by the Village Board. Once approved, the chair of said board/committee shall determine the entry year for each new board/committee member based on his/her merits (the more expertise, the longer the term, etc.). Those boards/committees that do not have set terms need not comply.
4. Following the approval for membership to a board or committee by the Board of Trustees, the Mayor shall notify the candidate(s) in writing of the decision. The correspondence shall include dates of term, oath of office information, a current membership list of said board/committee, and a copy of the Village’s code of ethics.
5. If a candidate is not approved for membership to a board/committee by the Board of Trustees, the Mayor shall send a letter of regret. That candidate’s position interest form shall be kept on file for 6 months. The application/selection process would begin anew.
6. When setting up a Task Force (see Definitions), The Board of Trustees shall establish the general parameters of said Task Force. The mission, responsibilities, format, description of project, and the number participants/stakeholders, etc. shall be discussed and determined by the BOT prior to advertising for volunteers to serve on said Task Force. There is no specific term for members. The Mayor shall submit names for the BOT’s approval.

REQUIREMENTS FOR MEMBERSHIP

1. In the case the appointee has not filled out an interest form, he/she should do so to be on file with the Village Clerk.
2. Appointees on all boards/committees shall reside within the Village of Brockport unless otherwise noted (see Definitions, Page 1). Non-residents shall serve as advisors without voting rights.
3. Board/committee members shall agree to comply with all Village laws, regulations, voting rights, including ethics requirements and any conflicts of interest statutes.
4. Each member is expected to contribute to the board or committee he/she serves on the basis of individual expertise and good judgment.
5. The appointee shall be familiar with the responsibilities, meeting schedule, essentials of said position on specific Board/Committee, and meet with chair prior attending formal meeting for pertinent information, including this resolution and the Village's ethics code.
6. A member's request for a leave of absence must be discussed with the chair for approval or denial of said board/committee prior to departure (length of leave, reason, etc.).
7. If a member is absent without cause for three consecutive regular or special meetings without communication and/or prior authorization, the chairperson of a board/committee shall inquire as to the member's intent to serve. If a member chooses no longer to serve, he/she shall send a letter to inform the Village Clerk, who will forward it to the Village Board for action. If unexcused absences continue without communication to said board/committee chair, the board/committee chair may notify the Mayor as to the member's lack of attendance. If further action is warranted, the Mayor may recommend to the Board of Trustees to terminate membership. A written notice from the Mayor will constitute authorization for this purpose. The Mayor shall appoint another member to the vacancy. Note: Individual boards or committees may determine the procedure of keeping an attendance record.
8. The Village Clerk shall send a communication annually (April) to board and committee members whose terms are to expire at the end of the fiscal year and inquires if the member wishes to be considered for re-appointment by the Board of Trustees. If not, the Board of Trustees shall accept a letter of resignation.
9. Resignations of board/committee members shall be distributed by Village Clerk to the Mayor and the Village Board for acceptance.

TERMS OF OFFICE

1. Under Village Law 3-308, Separate boards of commissioners, any board established shall be composed of not less than three (3) members...and no term shall exceed five (5) years.
2. The length of terms of office shall be determined by NYS statute and the Village Board of Trustees, and be applicable to the Boards by Statute, and Standing Boards/Committees. The terms (e.g. 5-year term has been established) shall be staggered, and the initial terms of said members shall be as follows:
 - One member for a one-year term
 - One member for a two-year term
 - One member for a three-year term
 - One member for a four-year term
 - One member for a five-year term
3. Vacancies shall be filled by the Mayor for the remainder of the unexpired term of the vacant board/committee position.

OATH OF OFFICE

The members of the Planning Board, Zoning Board of Appeals, and Standing Boards/Committees (those that have terms assigned) shall be sworn in by the Village Clerk within 30 days of the appointment/re-appointment prior to serving. The Village Clerk shall communicate with new member(s) to set up a mutually agreeable time for them to take the oath of office.

EFFECT

The Village of Brockport Boards by Statute and Standing Boards/Committees shall abide by this resolution in whole. All committee applicants need Village Board approval and shall receive orientation

from the specific board/committee chairs regarding the committee's purpose, member responsibilities, and a copy of this resolution, and the Village's ethics code.

VILLAGE OF BROCKPORT BOARDS AND COMMITTEES

Types

- Boards by Statute
- Standing Board/Committee
- Task Force Committee
- Open Roster Committee

<u>Name</u>	<u>Terms</u>	<u>Members</u>
<u>Boards by Statute (State & Village law)</u>		
Planning Board	5-year	5
Zoning Board of Appeals	5-year	5
<u>Standing Boards/Committees</u>		
Code Review Committee	5-year	7 + BZ officer
Emily Knapp Museum & Library of Local History Board	3-year	4-8 +1 Faculty member
Board of Ethics	4-year	4 + Village Attorney
Historic Preservation Board	3-year	9
Parks Committee	4-year	9
Seymour Library Board	5-year (limit 2 terms)	3
Tree Board	4-year	9 & advisor (s)
<u>Task Force Committee (s)</u>		
Housing Task Force	2-year	6 + BI/CEO, 1 Planning Board member, 1 Trustee
Climate Smart Community / Clean Energy Community Task Force		TBD
<u>Open Roster Boards/Committees</u>		
Walk! Bike! Brockport Action Group	None	Unlimited
Welcome Center/Canalfront Management Cmte	None	7
Welcome Center Canalfront Greeters	None	Unlimited

• **OLD or NEW BUSINESS:**

- 2017 Village Historian report – Mayor Blackman referred to former Village Historian Sarah Cedeno's 2017 (January – October) report which was included in the packet.

2017 HISTORIAN'S REPORT
VILLAGE OF BROCKPORT
VILLAGE HISTORIAN SARAH CEDEÑO

EXHIBITS

Centennial of Women's Right to Vote Exhibit August 2017
featured the history of the women's suffrage movement in Brockport

SCHOOL CLASSROOMS LECTURES/PRESENTATIONS

BROCKPORT'S LOCAL HISTORY PRESENTATION May 15, 2017
Mrs. Huck's second grade class
Barclay School, Brockport Central School District

TOUR OF THE EMILY L KNAPP MUSEUM June 6, 2017
Mrs. Shannon's 4th Grade Class

PUBLIC LECTURES/PRESENTATIONS

THE SEYMOUR HOME March 10, 2017
Western Monroe Historical Society
Morgan-Manning House

WOMEN OF BROCKPORT'S HISTORY POSTER PRESENTATION April 1, 2017

The College at Brockport's 20th anniversary of Women's Studies on campus
Sponsored by Department of Women & Gender Studies
College at Brockport

BROCKPORT'S MYSTERIOUS DISCOVERED ART TREASURE: THE PAINTINGS OF HELEN HASTINGS
College at Brockport April 28th, 2017

BROCKPORT'S HISTORY THROUGH MUSIC
Concordia Lutheran Church October 14, 2017

HISTORICAL EVENTS/CELEBRATIONS

VOTETILLA BROCKPORT CELEBRATION: A WOMEN'S HISTORY
Erie Canal Waterfront, Brockport, NY June 22, 2017

HISTORICAL RESEARCH

The history of the women's suffrage movement in Brockport
The Seymour Home structure and family's/community's activities in and around the structure.
Brockport's history by era—1800s-present
Helen Hastings general relationship to her art
Marginalized communities in Brockport's History

IN ADDITION

Responded to at least 15 inquiries via email and communicated with current and previous Brockport Residents via The Emily L Knapp Facebook page

Held office hours at The Emily L. Knapp Museum & Library of Local History Tuesday evenings from 6-8pm

Attended The Emily L. Knapp Museum Board meetings when able

Served on the Doug Wolcott Memorial Committee

Clerk Morelli referred to the document she included in the packet "Duties and Functions of New York State's Local Government Historians" and indicated that it may be helpful for the Mayor and Board in finding an interested resident to fill the Village Historian vacancy – appointed each July at the organizational meeting.

- o 2017 E.L.K. Museum year end summary – Mayor Blackman referred to the Power Point presentation from Museum Board Chair Pat O'Brien which was included in the packet.

The Village Board commented at how impressed they are with the efforts of the Museum Board and volunteers.

- o 2017 NYCOM DPW school report – Mayor Blackman referred to DPW Spt. Donahue's report which was included in the packet.

Below you will see my summary of the Public Works School that I attended in October. It was put on by NYCOM and held at the Fort William Henry Hotel & Conference Center in Lake George, N.Y. The conference started on Monday October 16th, 2017 and ended on Wednesday October 18th, 2017.

On Monday, October 16th, I first attended a buffet breakfast with several Superintendents from around Monroe County. We then proceeded to the NYCOM booth to register and get our packets for the classes.

The first class I attended was "Shared Services a Successful Strategy". The speakers for this class and the moderator were all Public Works Superintendents from across NYS. All 5 of them had experience with shared services. The session highlighted ways that DPW's can work together and collaborate on both projects and equipment. Many of the attendee's present told their own stories of shared services. Most of them spoke of trying to get a formal agreement put together. They all said the same thing that their legal dept. seemed to be holding up the completion of the agreement. Here in Monroe County we are fortunate enough to have gotten past that hurdle. As you all know we do have the shared services agreement throughout the entire county and it works very well. We discussed with other Supt's how well our agreement was working. We even offered to send a copy to them so they could have their legal

dept. look it over for them to possibly adopt.

I then attend a luncheon provided by NYCOM at the Conference Center. Following the luncheon, I attended a the "Excavator Safety & Utility Damage Prevention" class. In this class they reviewed the 811-call process. Part of the class topics included discussion of responsibility of the excavator, the underground facility operator and our NY Dig Safely call center. The information taught in this course is not new to anyone however, it is a good reminder to everyone who does excavating on a regular basis. They did a review of New York State law code rule 753. This course reinforced underground facility damage prevention as well as public and worker personal safety. This was a very well attended refresher course.

The midafternoon course that I attended was an update on the DEC Petroleum Bulk Storage Regulations and the EPA Underground Storage Tank (UST) Regulations. The speaker was from the DEC Division of Environmental Remediation. Fortunately for us we do not have any underground storage tanks. Those regulations are very stringent. The course covered regulations and information on Operator training. We have been doing the walk-through inspections for many years now. That inspection covers a monthly checklist that gets turned into my office. We have been visited by the DEC Spill response on a couple of occasions and asked for those inspection reports. We continue to maintain our tanks and have state of the art pumps. As well as tracking fuel usage from our computerized system. We also have the required fuel spill containment products available at each one of our pumps. Again, another well attended refresher course.

Following the classes our Supt's. Assoc. was invited to attend a dinner with Vendors who were present at the NYCOM Conference.

Beginning on Tuesday October 17th, I again attended the early morning breakfast buffet that was held in the buffet room of the Hotel.

Following breakfast, the first session I attended was "Trunk Sewer Investigation and Rehabilitation". At this presentation the guest speaker talked about the detailed technical discussion of the many tools, techniques, and methods used to perform an extensive evaluation of sanitary sewers. The speaker also talked about using cured in place liner for various sections of trunk sewers both the advantage and disadvantages. He also discussed traditional replacement methods. Because we have done some extensive sanitary sewer replacements here in the Village, I found this session to be very helpful for future projects.

I then attended a session on "Claim & Liability Aspects of Sewer Back-ups, Storm Flooding & Other Problematic Public Works Events". At this session the speaker Thomas Lalor Esq., VP, Casualty claims, Wright Risk Management spoke about claims against Villages and how they can be problematic from a public relation standpoint. During this session the guest speaker was seeking to inform the Public Works community of the unique liability rules that apply to the causality events. He also spoke on how to try and diminish the frequency of claims. He tried to get across to the audience how to understand the liability rules and how claims are decided, as that will aid in interacting with residents and claimants who are victims of these unfortunate events. This session was informative and helpful when dealing with irate residents after one of the aforementioned events.

After the above session I attended the luncheon held at the Conference center. Myself and 5 other attendees were awarded our 5-year certificates for attending Public Works School.

After the luncheon I was off to the class "Environmental and Cost Reduction of Ice and Snow Removal". The speaker Jim Crow from Cornell Local Roads Program spoke about the costs of liquid use for pretreating before a storm. Many communities have begun to implement this procedure. The only drawback that I can for see for us is that we would have to have a truck setup and used strictly for that purpose during the winter months. A very costly single use truck. Jim also went on to discuss the use of both salt and sand both the pros and cons. Our salt trucks are all set up with the state of art spreader controls. They work off the trucks transmission. These trucks have been converted over the last 7 years. It has been proven to us that we reduced our salt spreading with these newer ground speed controls.

That evening we had a dinner boat cruise on Lake George. The dinner was put on by NYCOM and partially funded by the Association that I am the Treasurer for.

Wednesday October 18th after the breakfast in the hotel, I attended the Early -Riser Roundtable Discussion. At that discussion the Advisory Committee talked about where they would like to hold the next years Public Works School and how it would benefit Superintendents from across the State. They also were looking for some help in trying to get more participation in the school. The attendance has been dropping off each year. This year's attendance was down again. Every table of 8 to 10 superintendents also had their own discussions on different topics and networked with each other. At my table we talked about many policies and procedures, as well as shared services and how we all handle that.

After the Roundtable I was off to a session on "Full Depth Reclamation". At this class the speaker (John Curley of the Gorman group) talked about deteriorating road and pavement conditions on secondary

and low volume roads. One of the newer and widely used techniques to rehabilitate these roads is called Full Depth Reclamation (FDR). This process pulverizes and reuses the existing pavement and sub-base materials to produce a structurally strong pavement base course. John has done many of these FDR's across the state, so he discussed in depth to us his experiences doing these as well as its applicability to existing conditions. From what I took away from this session is I don't believe that FDR will work within a Village setting with all our infrastructure underground. It looks like it would be too risky for us to try and use. For a country setting I think it would be fine.

Overall, I am very thankful for the support from the Mayor and the Board for allowing me the opportunity to attend the NYCOM school this year. If there are any questions regarding any of the sessions that I attended, I would be glad to discuss it with anyone.

Sincerely,

Harry

- Authorize purchase for DPW – gas operated post pounder – Per DPW Spt. Donahue's request included in the packet: "Please see attached quotes for a purchase of a new post pounder. Could you please put it on the agenda for Monday's meeting? The funding for this would come out of my Street Maintenance account. We currently do not have a post pounder. We use a sledge hammer to put in sign posts. With this new post pounder, we would be eliminating the possibility of a comp case. We would like to purchase the one locally from JC Smith. That way if we have any problems with it they are the authorized dealer. To my knowledge there are no other dealers in the area."

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to authorize the purchase of a gas operated post pounder from JC Smith at a cost of \$2,718.

- Authorize purchase for DPW – 2018 pickup truck with equipment & declare surplus and put on Auctions International 2006 pickup truck when new one arrives – Per DPW Spt. Donahue's request included in the packet: "Another item for the agenda. Authorization to purchase a new pickup truck to replace the current 2006 F-250. Currently the Labor foreman drives that truck. \$30,332 of that total has been budgeted from the Street Maintenance account. \$4,628 for the snow plow for that truck would come out of the Snow Removal equipment account. Making the total \$34,960. We can purchase this truck by piggybacking off of the Onondaga County contract. The only other item we would have to add to this quote would be a 2-way radio replacement. They are on state contract and would add \$487.00 to the final price. The current truck has around 63,00 miles. While that doesn't seem like a lot it has been hard miles because of the short distance drives and the plowing. It is beginning to rust out and we have been experiencing engine problems with it. Our mechanic strongly recommends we replace it before we end up putting a lot of money into it. We would also like to declare this one surplus and advertise it on Auctions International once the new one arrives."

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to authorize the purchase of a 2018 pickup truck with equipment from Joe Basil Chevrolet, Inc. at a cost of \$34,960 and to declare surplus and put on Auctions International the 2006 pickup truck when the new one arrives.

- Authorize Mayor to sign sanitary sewer system map engineering services proposal—Per DPW Spt. Donahue's request included in the packet – from Chatfield Engineers: "The Village of Brockport sanitary sewer system map was last updated in October 1971. There have been significant changes and additions to the Village's sanitary sewer system since then that should be mapped for the Village's use in planning, design, approvals, record keeping and maintenance purposes."

→ Trustee Crane moved, Trustee LaPierre seconded, carried 5/0 to authorize the Mayor to sign the sanitary sewer system map engineering services proposal at a cost of \$2,650.

- Not on agenda - authorize purchase for DPW of a 2019 6-wheel dump truck with plow – Trustee LaPierre shared that this was not on the agenda or in the packet as DPW Spt. Donahue just received the quote today. He distributed it to the Board, explained that this is a piece of equipment that was included in Spt. Donahue's requests for inclusion in the 6/1/18-5/31/19 fiscal year budget. It is on state contract at a cost of \$184,918.51. If the Board could approve the ordering of it now, it will take approximately 6 months to be built and delivered – so would be paid in next fiscal year's budget. Trustee LaPierre said the current truck in a 1998 and is no longer cost-effective to repair/maintain.

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to authorize the purchase of a A 2019 6-wheel dump truck with equipment from Beam Mack Sales Service, Inc. at a cost of \$184,918.51 – to be ordered this fiscal year and paid next fiscal year however Treasurer Hendricks deems appropriate (purchase or lease) and to declare surplus and put on Auctions International the 1998 truck when the new one arrives.

o Authorize Mayor to sign agreement with GovPay – for Village Hall to begin accepting debit cards and credit cards 6/1/18 –

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to authorize the Mayor to sign the agreement with GovPay, contingent on the Village Attorney's review and approval, for Village Hall to begin accepting debit cards and credit cards 6/1/18.

It was noted that the convenience fees cannot be borne by the Village, only the users. The fees can be steep depending on the amount being paid. This will need to be made clear to users.

Note: Village Attorney Mastrella reviewed this and replied 2/27/18 "The merchant agreement is acceptable. It appears to be standardized and it is doubtful that GPS would change it if we asked. In any event, although it is for a one-year term and is self renewing we can terminate it upon 30 days notice."

o Adopt Monroe County Hazardous Mitigation Plan & resolve to execute the actions in the plan –

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

WHEREAS, The Village of Brockport, with assistance from the Monroe County Office of Emergency Management, has gathered information and prepared the Monroe County Hazardous Mitigation Plan; and

WHEREAS, the Monroe County Hazardous Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Village of Brockport, a local unit of government, recognizes the public was afforded an opportunity to comment on the Plan and during a public hearing on the Plan at a meeting of the Monroe County Legislature on May 9, 2017; and

WHEREAS, the Village of Brockport has reviewed the Plan and affirms the Plan will be updated no less than every five years; and

WHEREAS, the Village of Brockport requests the County to correct the document to reflect the new address of 127 Main Street (no longer 49 State Street), that McCormick Place development is no longer on hold, and that while the population from the census is 8,366, it doubles when SUNY College at Brockport is in session;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the Village of Brockport adopts the Monroe County Hazardous Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

ADOPTED, this 5th day of February 2018 at the meeting of the Village of Brockport Board of Trustees.

o Tax exemptions – for adoption via the local law process – call for public hearing re Gold Star Parent exemption (to adopt) and re Cold War Veterans exemption (to make permanent) –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to schedule a public hearing for March 5, 2018 as follows:

VILLAGE OF BROCKPORT Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Monday, March 5, 2018**, at Village Court 49 State Street, Brockport, NY 14420 to consider proposed Local Laws of 2018 as follows:

- To authorize real property tax exemption: "Gold Star Parent Exemption" which per Section 458-a of the Real Property Tax Law authorizes a limited exemption from real property taxes for real property owned by "Gold Star Parents," parents of a child who died in the line of duty while serving in the United States Armed Forces during a period of war.
- To make permanent real property tax exemption: "Cold War Veterans Exemption" which per Section 458-b of the Real Property Tax Law authorizes a limited exemption from real property taxes for real property owned by persons who rendered military service to the United States during the Cold War (September 2, 1945 to December 26, 1991).

- Note – this exemption was adopted by the Village of Brockport as Local Law #9 of 2008 and is set to expire after 10 years unless made permanent.

All interested parties will be given the opportunity to be heard.

By Order of the Brockport Village Board

Leslie Ann Morelli
Brockport Village Clerk

Dated: 2/6/18

For publication in Suburban News and posting on Village website and at Village Hall.

- Grants –
 - 2017 CDBG – sidewalk installation and replacement portions of State Street and Utica Street – accept funding and authorize Mayor to sign contract –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to accept the \$79,172 for 2017 CDBG funding and authorize the Mayor to sign the contract for the sidewalk installation and replacement portions of State Street and Utica Street.

- 2018 CDBG – Perry Street storm sewer replacement – authorize application and SEQR –

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

RESOLVED, to accept and authorize the Mayor to sign paperwork related to the Monroe County Community Development Block Grant (CDBG) application in the amount of \$226,207.95 for the storm sewer replacement on portions of Perry Street and Clinton Street.

Note for the record:

Village contact is DPW Spt. Harry Donahue

Village Office contact is Deputy Clerk-Treasurer Erica Linden

RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) procedures, the Village Board of the Village of Brockport has reviewed the significance of and potential environmental impact of the replacement of approximately 700 linear feet of existing storm sewer on a portion of Perry Street and Clinton Street.

RESOLVED, that the Village Board hereby concurs with Chatfield Engineers, P.C. that the project is considered a Type II action in accordance with 6NYCRR Part 617.5(c)(2): a replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site.

RESOLVED, that the Village Board hereby accepts the environmental assessment of this project, prepared by Chatfield Engineers, P.C.. The Village Board further declares that, based on the environmental assessment, it finds that the project will result in no significant adverse impacts to the environment and requires no further action.

BY ORDER OF THE Village Board of the Village of Brockport

- Erie Canalway National Heritage Corridor – authorize application for \$500 for LBHW Festival –

→ Mayor Blackman moved, Trustee Andrews seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to authorize application for a 2018 Erie Canal Way National Heritage Corridor's 2018 Event and Festival Sponsorship Program to help fund "Low Bridge, High Water: A Canal Opening Celebration" to be held May 10th – May 12th. Funding from Erie Canal Way National Heritage Corridor in the amount of \$500 will be used toward the cost of entertainment, programming, and marketing.

Note for the record:

J. O'Connell & Associates contact is Sean Kirby

Village Board contact is Mayor Margaret Blackman

Village Office contact is Deputy Clerk-Treasurer Erica Linden

BY ORDER OF THE Village Board of the Village of Brockport

on MMH lawn –

- RACF – authorize application for \$1,000 for Shake on the Lake performance

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

RESOLVED, to authorize application for a 2018 RACF grant application in the amount of \$1,000 to support the return of "Shake on the Lake", a Finger Lakes Shakespeare troupe, to perform a summer evening on the lawn of the Morgan Manning House. There is no matching component.

Note for the record:

J. O'Connell & Associates contact is Sean Kirby

Village Board contact is Mayor Margaret Blackman

Village Office contact is Deputy Clerk-Treasurer Erica Linden

BY ORDER OF THE Village Board of the Village of Brockport

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman

- Mayor Blackman provided the following report:

- Erie Canal Bike Tours Networking in Spencerport—January 24 a bit of a disappointment in how it was organized, as there was virtually no networking and the rest of the time was taken up with a PowerPoint presentation by the owner. The good news is that Walk/Bike/Brockport is putting together for the cycling company's guidebook a brief paragraph on Brockport history and listing community amenities that will convince cyclists to stop in Brockport.
- Aid to SUNY Municipalities with 4-year residential institutions—We took our petition for a pilot program modelled on those granted to Oneonta and Cortland which I discussed at the December 4th village board meeting to Assemblyman Hawley, Senator Ort, and to the legislative assistants of Senator Robach, and Assemblyman Morelle. Trustee Crane and I have a meeting scheduled with Assemblyman Morelle in Albany at the NYCOM conference.
- Vegetation Management Program, rebranded as Embankment maintenance Project has consumed quite a bit of time and energy. I have expressed my views on channel 8 (January 20) and in writing in a letter read to a meeting called by the east side group, Stop the Canal Clearcut which met at Seymour Library February 1. That letter, posted on the village's website, reiterates our support of the canal corp's position that trees don't belong on embankments and makes several demands of the canal corp in remediating the embankment clearing, such as creating well marked public access points to the canal, and providing privacy plantings for homeowners. The canal corp has tentatively scheduled a public meeting in Brockport at the middle school auditorium, February 27, 6pm to discuss the second phase of the project and hear from Brockport residents. Details will be posted on our website.

Mayor Blackman shared of texts received today from John Callahan of the Canal Corp. They have inquired as to possible vacant storefront locations for a project office. She will reach out to BI/CEO Miller for ideas.

- Speaking of the canal, we've begun planning for the 2018 LBHW canal opening festival, May 10-12. Last year marked the beginning of the bicentennial of the Erie Canal. This year marks the centennial of the Barge Canal.
- Attended the retirement celebration for Supervisor Carges at the vets club on January 31. Kevin Johnson and I will be continuing the monthly luncheon meetings that Rob and I started and we are bringing in new Clarkson supervisor Jerry Underwood.
- Police union negotiations have begun; Treasurer Hendricks is taking the lead and Trustee Kristansen and I are part of the team. The current contract is up at the end of May.
- I was approached by the RPO about a possible concert in late July (on a Thursday Summer serenade evening) at the canalfront with the full orchestra. They received a Finger Lakes Regional Council grant to do performances in three Erie Canal communities and selected Brockport as one of them. It requires fundraising, which is not my job to do as an elected official, so I've called upon the committee which has organized the summer serenades to see what we can do.
- With most of the board I attended the Feb 1 annual chamber of commerce dinner; I was asked to give a state of the village statement and told them my

board urged me not to discuss the vegetation management program on the canal. A great opportunity to meet some new business owners in the community and celebrate those receiving awards.

- Lastly, we promised a New Village Hall open house. We decided to wait until the snow was gone and our new front door installed. Possibly also the drive-up window, drop box, and flagpole. Mark your calendars for Wednesday, 4/11/18 2pm-5pm.

- Trustee/Deputy Mayor William G. Andrews

- Trustee Andrews provided the following report:

On January 2, I attended the swearing in ceremonies for the new Town of Sweden board. On January 18, I attended the regular meeting of the Historic Preservation Board. On January 20, I attended the annual dinner of the Monroe County Mayors Association. On January 24, I attended a meeting of the Board of the Emily Knapp Museum. The disposition of the stuffed golden eagle in its possession was discussed. It was agreed that the college was the logical recipient of it, because the athletic mascot is the golden eagle. I was delegated to ascertain if the college was interested in taking possession. I met with Mike Andriatch on January 25. He agreed to contact the Athletic Department to learn if they were interested. On January 30, he reported that they were not. On January 25, I attended the meeting of the Off-Campus Housing sub-committee of the Town/Gown Committee and the meeting of the Low Bridge High Water Committee. On January 31, I attended the reception honoring retiring Town of Sweden Supervisor Rob Carges. I campaigned for him in his first run for the Town Board 24 years ago. On February 1, I attended the Awards Dinner of the Greater Brockport Chamber of Commerce. Yesterday, I completed my Modernization of Brockport book, based largely on some of my historical moments for these Board meetings. I emailed the manuscript to my most recent publisher at 8:34 last night and he accepted it for publication at 5:16 this morning.

- Not on agenda – accept offer of Lake Champlain Maritime Museum to visit the Village of Brockport with the Lois McClure and the Corning Glass Barge this summer - Trustee Andrews shared that this was not on the agenda or in the packet as he just received an email from the Lake Champlain Maritime Museum thanking the Village for its hospitality hosting the Lois McClure schooner replica on a weekend last summer and offering to return on a weekend this summer – likely 8/17/18-8/19/18 and that they could bring the Corning Glass Barge with them. This would be at no expense to the Village – just its hospitality. He suggested the Board accept this offer and the Mayor follow up with a letter to them. He will get Clerk Morelli the contact information.

→ Trustee Andrews moved, Trustee Kristansen seconded, carried 5/0 to accept the offer of the Lake Champlain Maritime Museum to visit the Village of Brockport this summer, likely 8/17/18 – 8/19/18 with the Lois McClure and the Corning Glass Barge, at no cost to the Village, and that the Mayor write a letter accepting the offer.

- Trustee Annette M. Crane

- Trustee Crane provided the following report:

As she mentioned, Mayor Blackman and I are attempting to have Brockport added to the pilot program for the Aid to Municipalities with residential SUNY campuses. To that end we have met with: Elma Borcilo, legislative assistant to Assembly majority leader Joe Morelle; Assemblyman Steven Hawley; Senator Robert Ort; and Senator Joe Robach's Chief of Staff, Kate Munsinger

We will meet with Assembly Majority Leader Joe Morelle in Albany next week while we are there for the NYCOC conference.

While at many of those meetings, we also took the opportunity to also discuss the Canal Corporation's Vegetation Management program, also known as "they're cutting down all our trees"

On January 17th, I attended the Canal meeting in that was held in Perinton. At that meeting the Canal Corp was adamant that their plans would not change. At the meeting in Pittsford the next day they announced that they were making changes. I wrote up my notes on the Perinton meeting and the news about the Pittsford meeting to share with my fellow Trustees. There now seems to be some doubt about the extent of the changes on the east side, and Mayor Blackman is working with the Canal Corporation about Phase 2 and what they will do to help our residents now that our trees are already gone.

January 24 Attended a meeting in Spencerport promoting biking along the Canal. It was not as useful as I expected, but I do have some information to pass on to the Chamber of Commerce and the Brockport Merchants Association.

January 9th Attended Code Review committee meeting with Village Attorney Dan Mastrella to go over

the sign code. This is necessary to make sure it is in reasonable compliance with a recent Supreme Court decision. Committee met again on January 22. The sign code is almost ready to bring to the Village Board.

Also on January 22, met with Housing Task Force. Starting to look at what housing issues will need to be addressed in creating a Comprehensive Plan for the Village.

January 8th Planning Board meeting - 2 businesses approved.

January 25th ZBA meeting - one A-frame sign variance granted, and one mixed use variance granted.

January 2nd Attended Town of Sweden swearing in ceremony for newly elected Town Officers and the subsequent Town Board meeting. I also attended the Town Board meeting on January 23rd.

January 20th Attended Monroe County Villages dinner.

February 1st Attended Chamber of Commerce dinner

- o Trustee Katherine J. Kristansen
 - Trustee Kristansen provided the following report:

Since the last VB meeting on December 19, 2017 I have attended board/committee meetings of:

BISCO...presentations were made by Mayor Blackman regarding Brockport Rowing, Chet Fery and Jack Milner of the Sweden Community Recreation Foundation regarding finishing touches at the new lodge at Sweden Town Park and supporting the Seymour Library study rooms fund.

2018 Brockport Arts Festival...planning continues regarding the festival including meetings with college interns working on advertising and communications

Seymour Library...Supervisor Underwood of Clarkson has donated his town supervisor salary to the library which has allowed the library to extend its open hours, security cameras are installed and functioning, discussion is being held with 3 municipalities regarding the ownership of the library building and grounds, the board is working on marketing ideas regarding the library

Planning Board...two new businesses applications were approved.

Brockport Merchants Association...plans are underway for the annual Wine Walk which is on March 10, 2018. Once again, the Brockport Fire Department has graciously consented to the BMA using one of their firehouse bays on Market St. For check in of this event. New officers were elected for the coming year. They are President-Darrell Stewart, Secretary-Erica Burns and Treasurer-Cody Steffen.

Code Review Committee...discussion and research continues to occur regarding village code revisions. (includes sign code, etc.)

Greater Brockport Chamber of Commerce...Awards dinner was on February 1, 2018 (I did not attend due to illness). Award recipients for 2018 are: Alan S. Bader Community Service Award to Jamal Mendez, GBCC Beautification Award to The Red Jug Pub, owner Tom Terwilliger and GBCC Business of the Year to 58 Main BBQ & Brew, owners Marc and John Marcello.

I also helped with the packing in preparation for the move of village offices from State Street to Main Street.

I was in attendance for the swearing in of the Honorable Christopher Martin, Village Court Justice and also for the new Town of Sweden Board members and Supervisor.

I am a member of the team participating in the contract negotiations with the Stetson Club.

And the research and discussions regarding the writing of a new village comprehensive is ongoing. Deputy Clerk Treasurer Erica Linden and I will be meeting in the next week or so to discuss a timeline for moving forward.

Relocation of Village Hall – Clerk Leslie Morelli thanked Trustee Kathy Kristansen and Leslie's sister Paula Jones (who happens to be a childhood friend of Kathy's), for volunteering their time on July 8th to help pack boxes at the old Village Hall for moving to the new Village Hall. Their help was greatly appreciated.

- Trustee John D. LaPierre
 - Trustee LaPierre shared
 - Working with DPW Spt. Donahue on equipment needs in the remainder of the current fiscal year budget as well as proposed in the next fiscal year budget.
 - Having attended the 1/20 Monroe County Association of Villages dinner meeting.
 - Having attended the 2/1 Greater Brockport Chamber of Commerce awards dinner.

EXECUTIVE SESSION: none

ADJOURNMENT:

→ At 8:25pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk

