

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, April 16, 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, Treasurer Daniel P. Hendricks, DPW Superintendent Harry G. Donahue, Police Chief Mark T. Cuzzupoli, Building Inspector/Code Enforcement Officer David J. Miller, Jr., Attorney Daniel J. Mastrella

ALSO PRESENT: Joan Hamlin, Karen Maynard, Charles Garlock, James Riley, Jason Milliman, Ryan Giglia, Lea Praller, 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:

From 1857 until 1933, the biggest event of the year was Brockport's agricultural fair. It began in 1857 as a rival to the Monroe County Fair that its founders believed was too far away for exhibitors from the western towns in Monroe County and the eastern towns in Orleans County. It was called the Brockport Union Agricultural Fair. The society's officers were all Brockporters, but each of the member towns appointed two vice presidents.

The first fair was held in October 1857 with 810 entries and \$305 in premiums. To help finance the project, 191 ten-year memberships were sold for \$10 apiece. So, apparently, it was widely perceived as a valuable civic endeavor. For several years in the early 1860s a Floral and Horse Show was added. The 1860 June show featured 18 floral exhibitors and 111 horses. By 1861, 59 sheep, butter and farm implements were added. The October fair in 1861 was sufficiently popular that special train brought attendees from Rochester.

Entries in the October 1863 fair included 82 cattle, 108 horses, 188 sheep, 1 swine, 11 poultry, 43 ladies manufacture, 11 mechanical, 33 general manufacture, 7 fine arts, 100 agricultural products, 14 butter and cheese, 7 floral, 18 bread, wine, etc. and 8 miscellaneous. Entertainment was added for the first time with the Clarendon Cornet Band performing. Although the 1867 fair was deemed the most successful yet, the event was discontinued after the 1869 running. It resumed in 1877 with a lineup of exhibitors very similar to those of the 1860s. Horse races were added.

By 1899, the fair had grown considerably. Its disbursements for 1899 amounted to \$5,305.17 and it "stands first in the state in amount of premiums paid." Also, it undertook substantial improvements to the buildings on the fairgrounds and bought more land and added entertainment features, band music, ball games, boys' foot races, and bicycle races. In 1900, for instance, it booked one-legged bicyclists, acrobats and comedians, and aerialists. That year, also, the promoters took note of the demise of their rival county fair and a record number of entries.

In February 1901, the society voted to sponsor the county fair, terminating its connection with Orleans County towns, and changed its name to Monroe County Agricultural Society. For the next thirty years, the fair grew and became more elaborate. By 1930, it had added a carnival with several rides and twenty "shows" that employed 500 and traveled in a special train of thirty cars. Also, it now featured a fife and drum corps, a band concert, balloon ascensions, parachute exhibitions, fireworks, educational features, a firemen's parade, sports, and other contests. That year, also, the society voted to build a grandstand.

Despite such seeming success, the Brockport fair's days were numbered. It cancelled the 1931 show because it failed to receive the state subsidy that had financed the prizes. Rochester took advantage of that cancellation to usurp the Monroe County Fair and add it as a supplement to its Rochester Exposition.

Brockport returned in 1932 for a swan song. In desperate moves to survive, the admission price was reduced to 25 cents and the dates were pushed back to September. The Republic added, hopefully, that a special attraction might be "that some local couple will be secured to take the marriage vows the first evening." Then, it warned ominously that if "the attendance at the fair does not show support of the people, then the Brockport exhibition may be classed as done for."

Apparently, the necessary support was not forthcoming, though Brockport received a \$4,794 subsidy from the state. In January 1934, the society voted to dissolve and sell the fairgrounds to the village for \$2,200. Brockport's voters accepted the offer by an 80-vote margin in a 1,000-vote turnout. So ended Brockport's long run as host to an agricultural fair.

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARING:

- Consider proposed Local Law of 2018 to amend Village Code Chapter 43: Signs and Billboards

→ At 7:06pm, Trustee Kristansen moved, Trustee Andrews seconded, carried 5/0 to close the meeting and open the public hearing regarding the following:

Mayor Blackman referred to the following notice that was published in Suburban News, posted on the Village website and at Village Hall. Mayor Blackman also referred to the guidelines for public comment on the back of the agenda.

**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, April 16, 2018** at the Village Court conference room 49 State Street, Brockport, NY 14420 to consider proposed Local Law of 2018 to amend Brockport Village Code Chapter 43: Signs & Billboards.

Text of the proposed local law is available for public inspection during normal business hours at the Village Clerk's office and is on the Village website at www.brockportny.org.

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: 3/6/18

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

Public Comment on proposed amendments:

- Karen Maynard of 60 Main Street – said she personally doesn't care, but there is an A-frame sign in front of the Methodist Church on Main Street that is against the current code.

BI/CEO Miller said he will look into it.

Village Board Comment on proposed amendments:

Mayor Blackman said there was such a hubbub when BI/CEO Miller enforced the current code regarding A-frame signs and the anticipation of updating the section of the code, that she is surprised at the low attendance and public comment. All concurred.

Mayor Blackman wondered if the ADA guidelines mentioned in the proposed code should be spelled out. The Trustees, BI/CEO, Clerk, and Village Attorney concurred that as they are from NYS and subject to change, that it is not appropriate to include them in the Village code, but instead provide a link to them from the Village website and on the sign application form. A sentence could be added at the end of #7 that refers people to the BI/CEO for such.

Mayor Blackman questioned "for rent" signs, some of which are on the actual structure either permanently or for a period longer than what is shown as allowed for temporary signs.

Village Attorney Mastrella signage is a difficult topic – can't regulate content – sign laws must be content-neutral. He cited a leading case of the US Supreme Court had 4 different opinions. If you must read the content of a sign to determine legality, it falls under strict scrutiny and would be construed against the municipality. Some things, if challenged, may not survive a challenge. There is no such thing as a perfect sign code.

Trustee Kristansen said a person could have a sign up for 45 days then take it down for a day and put it back up. Village Attorney Mastrella said the concept of registering signs was discussed but deemed impractical and unproductive. If someone complains a sign has been up for 6 months, the BI/CEO can

look into it but there may be little that can be done.

Trustee Kristansen said with portable signs the biggest issue is safety. The proposed code addresses that so it is pertinent and relevant. Trustee Crane said it's also more constitutional. BI/CEO Miller said most abide by the timeframes when it comes to political signs. It's the A-frame / portable signs that were found to be problematic as to safety. Mayor Blackman said while she was at a recent ribbon-cutting of a new merchant, an A-frame sign of another merchant blew over. BI/CEO Miller said blowing into pedestrian or street traffic could be dangerous. The proposed code tackled safety, fairness, effect on merchants, sidewalk cafés, handicapped access, and historic district concerns. Trustee Kristansen said it will also help the Planning Board when dealing with applications in the business district and/or historic district.

Clerk Morelli reminded Village Attorney Mastrella that the Village's insurance brokers provided feedback as to insurance requirements for signs that would be on Village property. This should be incorporated at the appropriate location. Trustee Crane shared where it should likely be included. Village Attorney asked that she re-send him that information.

→ At 7:20pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to close the public hearing and reopen the regular meeting.

Mayor Blackman thanked BI/CEO Miller, Village Attorney Mastrella, and the Code Review Committee for their work on this. Clerk Morelli said the Village Board 62 days from the close of the public hearing to act as to adopting the local law. Mayor Blackman asked that this be put on the next Village Board agenda.

GUESTS:

- Eric Chick – EC Construction of WNY – request sidewalk closure for repairs needed to top of 83 Main Street – Eric Chick introduced himself. He was referred to the Village Board by BI/CEO Miller. He has been contracted to do repairs to the façade at the top of the building at 83 Main Street in the historic commercial district. Weather permitting, the work would take a week. Discussion took place as to safety, signage and creating as little disturbance as possible and access to the shops and theater.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve EC Construction's request to temporarily close the sidewalk in front of 83 Main Street for repairs to the façade at the top of the building – allowing utilization of 2 parking spaces in front of the building for the lift equipment.

The approval letter will also indicate:

Please email Village Clerk Leslie Morelli when the dates are known so she can share them with the Board and Department Heads. Please work with Code Enforcement Officer/Fire Marshal David Miller regarding any codes issues or inspection needs related to the event set up, DPW Superintendent Harry Donahue regarding any barricades or such needed and Police Chief Mark Cuzzupoli regarding any public safety planning.

- Jay Nichols and James Riley – Stoneyard – street closure request re 5/11/18 craft beer festival – part of Low Bridge High Water events – James Riley and Jason Milliman were in attendance and distributed an alternate plan as the one presented at a recent meeting was rejected. Instead of closing off a section of Clinton Street, they requested permission to close off Merchant Street. They spoke with the Red Jug Pub Manager who will benefit from the business the event draws. The Board and Department Heads reviewed the layout and agreed it was a better solution. Mayor Blackman commented that the street closure application is incorrect as to the Group/Organization being Low Bridge High Water Committee and address being Village Hall. This is a Stoneyard Brewing Company event that is part of the Village's LBHW Festival.

→ Trustee Andrews moved, Trustee LaPierre seconded, carried 5/0 to approve Stoneyard's request to hold its craft beer festival on Friday, 5/11/18 from 5pm to 10pm, part of the 5/10/18-5/12/18 Low Bridge High Water events, and authorized the following street closure from 11am May 11th to 11am May 12th, 2018:

- Merchant Street

The approval letter will also indicate:

As always, please work with Code Enforcement Officer/Fire Marshal David Miller regarding any codes issues or inspection needs related to the event set up, DPW Superintendent Harry Donahue regarding any barricades or such needed and Police Chief Mark Cuzzupoli regarding public safety planning. The event will be on our 2018 events schedule. Best wishes for a successful event!

- Navy Club Commanding Officer Robert Currier – request use of ½ Clinton Street parking lot for 6/2/18 charity event – Clerk Morelli reported that R. Currier was unable to attend, so he sent Charlie Garlock in his place. Chief Cuzzupoli said there have been no problems in the past and they are easy to work with.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve The Navy Club's request to hold its 2018 pig roast charity event on Saturday, June 2nd from 2pm to 11pm using half of the municipal parking lot in between the Navy Club property at 21 Clinton Street and the Brockport Police Department at 1 Clinton Street.

The approval letter will indicate the following:

As always, please work with Code Enforcement Officer/Fire Marshal David Miller regarding any codes issues or inspection needs related to the event set up, DPW Superintendent Harry Donahue regarding any barricades or such needed and Police Chief Mark Cuzzupoli regarding public safety planning. The event will be on our 2018 events schedule. Best wishes for a successful event!

- SUNY College at Brockport Ryan Giglia and Lea Praller – parade application – homecoming – 9/15/18 – Ryan Giglia shared that the College would really like to bring the homecoming parade back to Main Street and get the community more engaged in it – not only as spectators but community groups as participants in the parade. They are willing to take the added steps of obtaining a NYS DOT special permit. He reviewed the route.

→ Trustee Kristansen moved, Trustee Andrews seconded, carried 5/0 to approve the College's request to hold its homecoming parade on Saturday, September 15th and authorized the following street closures from 9:30am to Noon:

- Clinton Street
- Main Street (NYS Rt. 19)
(from Clark Street to the Adams Street / Park Avenue / Fair Street intersection)
- College Street
- Utica Street from College Street to Adams Street

The approval letter will indicate the following:

As always, please work with Code Enforcement Officer/Fire Marshal David Miller regarding any codes issues or inspection needs related to the event set up, DPW Superintendent Harry Donahue regarding any barricades or such needed and Police Chief Mark Cuzzupoli 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. 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 mid-August, please provide Leslie with a flier regarding the event to go with it. Best wishes for a successful event!

PUBLIC COMMENT:

- Karen Maynard of 60 Main Street – shared that she received a letter from BI/CEO Miller regarding the bird feeder she has in the Village's tree surround area in front of her building. She said she can't believe this is a continuing concern, that someone from the health department said it was fine. She wondered if there is worry about bird feces, why isn't there about when dogs leave such or drunks come out of the bars vomiting at night. She said the Village does little to maintain the area so she hoses down the sidewalk weekly and keeps her area clean, unlike other merchants or building owners. She said she even has people leaving her money to purchase seed because they appreciate the bird feeder. She feels complaining about her bird feeder is very "Junior High" and that the Village should pay more attention to upgrading and maintaining the sidewalks – that so much of them are in bad shape and dirty.

BI/CEO Miller said just like with the A-frame signs issue, he does not make a habit of picking and choosing enforcement of the codes. What seems to not be understood is that where the bird feeder is located is on Village property.

Trustee Kristansen concurred and said that volunteers worked to install them and continue to work to maintain the tree surrounds. There are plans for weeding and planting on June 9th. This one is full of rocks with a bird feeder.

K. Maynard said David Markham, the person who sponsored the tree surround originally, is fine with her bird feeder. Trustee Kristansen said that isn't for the sponsor to approve. It is Village property and Village officials authorize use of such. K. Maynard said the Village can have their wonderful flowers, but feels it's ridiculous to disallow the bird feeder – that Village officials seem to only see and hear what they want to. She'll find another place to put it on her property. Trustee Kristansen thanked her.

CONSENSUS ITEMS:

• **APPROVAL OF MINUTES:**

→ Trustee Kristansen moved, Trustee Crane seconded, 5/0 that the minutes of the 4/2/18 meeting be approved as written.

→ Trustee Kristansen moved, Trustee Crane seconded, 5/0 that the minutes of the 4/12/18 meeting be approved as amended.

• **APPROVAL OF BILLS TO BE PAID**

→ Trustee Kristansen moved, Trustee LaPierre 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> | 4/4/18 | \$2,213.52 |
| | 4/13/18 | \$62,042.35 |
| FUND (F): <u>Water</u> | 4/13/18 | \$65,480.75 |
| FUND (G): <u>Sewer</u> | 4/13/18 | \$266.10 |
| FUND (H): <u>Capital</u> | - | - |
| FUND (T): <u>Trust & Agency</u> | - | - |
| | | \$2,213.52 4/4/18 total |
| | | \$127,789.20 4/13/18 total |

CLERK REPORT: Clerk – Leslie Ann Morelli

- o Clerk Morelli congratulated Chief Cuzzupoli on his promotion from Lieutenant, Lieutenant Mesiti on his promotion from Sergeant and Sergeant Hagen on his promotion from Officer.
- o 2018 United Way Campaign – Clerk Morelli reminded that pledge forms are due by 4/30. Department Heads may want to remind their folks.
- o Any sidewalk café permit applications - none
- o Peddling and Soliciting – food truck permit – Belgian Love at Capen Hose Fire parking lot – Clerk Morelli reminded the Board that they approved this permit last year, and since the applicant wished to receive a permit for this year, she thought it best to solicit the feedback of the Board before issuing such.

Board feedback – concerns:

- as to the location of the food truck being so close to the back of the properties on Park Avenue
- as to a tent with lights off the back of the food truck
- as to the old ambulance parked to the side of the food truck
- as to improving the appearance from last year – that it would be better to have just the food truck – no tent/lights/old ambulance and better to position further from the neighboring properties
- to have the applicant attend the May 7th meeting

o Peddling and Soliciting – door to door permit – Renewal by Andersen – Clerk Morelli shared that RBA often goes door to door without a permit and this year she was successful in getting them to understand the permit process. She said she tried to encourage them to not include the Village of Brockport in their canvass, as many of the doors they knock on will not be owner-occupied or decision-makers about replacement windows. However, they persisted and wish to canvass here. Therefore, she shared the application materials which included information on 5 individuals that would be going door to door. Chief Cuzzupoli reviewed them. There was concern regarding one individual. After receiving Board, Attorney, Chief feedback, a permit needs to be issued but can have certain restrictions. Clerk Morelli will reach out to the applicant, copy the Board on what gets issued and report on it at the next meeting.

- o Local Law #1 and 2 of 2018 filing notice – Clerk Morelli shared the following:

**VILLAGE OF BROCKPORT
NOTICE OF ENACTMENT & FILING OF LOCAL LAWS**

PLEASE TAKE NOTICE that the following Local Laws 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 laws are in full force and effect in the Village of Brockport.

- Local Law #1 of 2018 – to authorize real property tax exemption: “Gold Star Parent Exemption”
- Local Law #2 of 2018 – to make permanent real property tax exemption: “Cold War Veterans Exemption”

Leslie Ann Morelli
Brockport Village Clerk

Dated: 4/12/18
For publication in the Suburban News.
For posting on Village website and Village Hall bulletin board.

- Events Schedule – April/May-December 2018 – last call for information – Clerk Morelli reported that many community organizations did not submit information by the requested date. She encouraged submission of event information this week so she and Deputy Clerk-Treasurer Linden can complete the events schedule and make it available.

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)

- Treasurer – Daniel P. Hendricks

- External Audit by Inero, CPA's for fiscal year ending 5/31/17 – Treasurer Hendricks said the external audit has been completed which is the auditor's opinion of how the financials represent the Village. They represent fairly the financial position of the Village. He reviewed a few points made in the documents and said he continues to work with Department Heads on any necessary improvements as it relates to purchase orders. There is nothing of significant concern. He is happy to answer questions if the Board has any as they digest the document.

**VILLAGE OF BROCKPORT
EXTERNAL AUDIT REPORT
FOR FISCAL YEAR ENDED 05/31/17**

PLEASE TAKE NOTICE that the report of the Village's external auditor (Inero & Co. CPA's) for the Village of Brockport for the fiscal year ended 05/31/17 has been received. Said report has been filed with the Office of the New York State Comptroller and filed with me by the Village Treasurer. Said report will be posted to the Village website at www.brockportny.org and may be examined at Village Hall during regular business hours.

Leslie Ann Morelli
Brockport Village Clerk

Dated: 4/5/18
For publication in Suburban News and posting on Village website and at Village Hall.

- Financial reports for period ending 3/31/18 – Treasurer Hendricks said we're nearing the end of the fiscal year and on track and in balance. He encourages Department Heads to do their purchasing by the end of April.

- Authorize budget amendments and any transfers from contingency -

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the following budget amendments and transfers be authorized:

Amendments
Expenditures
Account

| # | Description | Amount | Purpose |
|--|---------------------------|----------------|---------|
| A1110.2000 | Court Equipment | \$4,000.00 | (1) |
| A1110.4000 | Court Contractual | \$15,475.00 | (2) |
| A1110.4010 | Court – Bldg. Renovations | \$1,525.00 | (3) |
| Total | | \$21,000.00 | |
| Total General Fund Expense Budget Before Amendment | | \$5,738,458.00 | |
| Amendment | | \$21,000.00 | |
| Total General Fund Expense Budget | | \$5,759,458.00 | |

Revenues:
Account

| # | Description | Amount | Purpose |
|------------|-------------------|------------|---------|
| A3089.7000 | State Aid - Other | \$3,275.00 | (4) |

| | | | | |
|------------|--|-----------|----------------|-----|
| A2665.0000 | Sale of Equipment | | \$17,725.00 | (5) |
| | | Total | \$21,000.00 | |
| | Total General Fund Revenue Budget Before Amendment | | \$5,738,458.00 | |
| | | Amendment | \$21,000.00 | |
| | Total General Fund Revenue Budget | | \$5,759,458.00 | |

Purpose:

- (1) Increase expense budget for court expenses associated with renovations
- (2) Increase expense budget for court expenses, security system
- (3) Increase expense budget for buildings – renovations for court (front office area)
- (4) Increase revenue budget for JCAP grant – total grant \$22,894
- (5) Increase revenue budget for sale of PD Chevy Impala \$3,750 and Sweeper \$13,975.01

| Account # | From Description | Account # | To Description | Amount |
|------------|-------------------------|------------|-----------------------|-----------------|
| A1990.4000 | Contingency | A5182.4010 | St. Lighting Electric | \$4,000.00 (1) |
| A1990.4000 | Contingency | A5182.4030 | St. Lighting Repairs | \$150.00 (2) |
| A1990.4000 | Contingency | A5182.4040 | St. Lighting Parts | \$500.00 (3) |
| A3120.2051 | Police – Comp. Software | A3120.4080 | Police-Qtr. Master | \$2,500.00 (4) |
| A1990.4000 | Contingency | A1620.4010 | Bldgs – 127 Main St. | \$10,000.00 (5) |

Purpose:

- (1) Transfer to pay for costs for electricity for street lighting – costs are exceeding budget estimates
- (2) Transfer to pay for costs for street lighting repairs – costs are exceeding budget estimates
- (3) Transfer to pay for costs for street lighting parts – costs are exceeding budget estimates
- (4) Request from Chief Cuzzupoli, due to position transfers within department
- (5) Fire/Security System – Simplex Grinnell, flag pole
 - o Building / Zoning / Code Enforcement – BI/CEO David J. Miller, Jr.
 - BI/CEO Miller shared the following:
 - Annual reports – BI/CEO Miller shared that he is working on a couple of annual reports due to the state in a couple of weeks as well as that related to the Village's portion of the Monroe County Stormwater Coalition.
 - Hazardous Mitigation Plan – BI/CEO Miller shared that the couple of concerns/amendments the Village Board made in its resolution of acceptance were forwarded to the County and he is awaiting response. He believes they will be incorporated – if not this time, when it is updated again in 2021. He and Trustee LaPierre have been in on the HMP meetings.
 - 2018 Street by Street Exterior Property Maintenance Inspections – BI/CEO Miller shared that the program he implemented a few years ago has covered all four quadrants and is now back to the first one – west of Main Street and South of the Canal. The schedule and map will be in the upcoming issue of the Village newsletter and on the Village website.
 - 2018 Clean Streets Campaign – BI/CEO Miller shared that the program he implemented last year will take place again this year by patrolling neighborhoods to identify any large refuse accumulations. Details of this will be in the upcoming issue of the Village newsletter and on the Village website and mailed to landlords.
 - Electronics Recycling and Disposal – BI/CEO Miller said new this year he is organizing this with Sunnking. They reviewed possible dates, times and locations and recommend Tuesday, May 8th from 9am to Noon in the parking lot at Monika Andrews Park on Utica Street. This would be for Village residents and college students.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve the electronics recycling and disposal take place Tuesday, May 8th from 9am to Noon in the parking lot at Monika Andrews Park on Utica Street.

Details of this will be in the upcoming issue of the Village newsletter and on the Village website and Included in the clean streets campaign letter mailed to landlords. It will also be in the College's paper, The Stylus.

- o Police – Police Chief Mark T. Cuzzupoli
 - Chief Cuzzupoli shared the following:
 - Swearing In – Chief Cuzzupoli thanked all involved in his recent swearing in.

- Staffing - Chief Cuzzupoli shared that the promotions of Sgt. Mesiti to Lieutenant and Officer Hagen to Sergeant began yesterday with Civil Service finalization forthcoming. Sergeant Hagen started 3 weeks of Supervisor school today. Officer Korn is progressing quickly with his acclimation to Brockport and will be solo by early May.

Trustee Andrews commented that it was nice to see 2 officers on foot patrol on College Street – the first time in over 40 years he's seen such. Chief Cuzzupoli said that it is one of his goals – not just directed patrol in the downtown commercial district, but on the side streets and in the parks, etc. Mayor Blackman said that was his desire even before the Village put in for SUNY Impact Aid funds.

- Drug Recognition Expert Certification Training – Chief Cuzzupoli shared that Officer Vadas was informed by the Governor's Traffic Safety Committee (GTSC) that he has been selected to attend the May 2018 Drug Recognition Expert (DRE) Certification Training. This is May 7th through May 18th and only 22 applicants were selected. Students that successfully complete the classroom training will attend Field Certification Training in Jacksonville, Florida June 3rd through 9th.

- Public Works – Superintendent Harry G. Donahue
 - Superintendent Donahue shared the following:
 - CHIPS – Spt. Donahue said the recent trip to Albany by DPW and Highway Superintendents was not a wasted trip as \$65 million in additional CHIPS funding was included in the NYS budget.
 - Recent windstorm – Spt. Donahue said the recent windstorm blew over a pole on South Avenue and a tree on Clark Street so they have kept busy and did some early brush pickup.
 - CDBG – Spt. Donahue said the sidewalk replacement project and Idlewood watermain work will commence once the weather breaks.

- Village Attorney – Daniel J. Mastrella, Esq.

- **PERSONNEL ITEMS:**

- Code Review Committee – appoint Kent Blair to complete term to 6/30/20 –

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 to appoint Kent Blair to the Code Review Committee to complete a term to June 30, 2020.

- Welcome Center Greeters – adds to volunteer greeters roster –

→ Trustee Andrews moved, Trustee Kristansen seconded, carried 5/0 to approve the following change to the Welcome Center Greeters roster – adds: Jim and Susan Melton.

- **OLD or NEW BUSINESS:**

- Resolutions to adopt 6/1/18-5/31/19 budget and collect taxes and authorize notices

Trustee Kristansen commented that many were notified that assessments are going up. Treasurer Hendricks said that does not impact the upcoming Village's upcoming fiscal year budget, but will affect next year – will see the benefit of increased assessments. Trustee Kristansen commented on the good news of getting the SUNY Impact Aid. Mayor Blackman said the money is very specifically allocated. It is not to lower the tax rate, but to enhance public safety services. Treasurer Hendricks said it may require a budget amendment during the year. Both these things may affect next year's tax rate in a good way!

→ Trustee Kristansen moved, Trustee Andrews seconded, to adopt the 6/1/18-5/31/19 budget and tax warrant and authorize related notices as follows:

RESOLVED, that the Brockport Village Board adopts the 06/01/18 – 05/31/19 General Fund budget in the amount of \$5,704,828, the Water Fund budget in the amount of \$1,306,614, and the Sewer Fund budget in the amount of \$142,557 and that there be levied and assessed against the real property of the Village of Brockport the following sums for village government and other charges for the fiscal year 2018-2019 with a tax rate of \$12.20 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2018-2019 fiscal year.

General Fund:

Total Village Taxes: \$2,751,010

Tax rate increased from \$11.98 to \$12.20/1,000 of assessed valuation.

Water rates remain unchanged.

Sewer rates remain unchanged.

VOTE BY ROLL CALL AND RECORD

VILLAGE OF BROCKPORT

| | |
|---|-----|
| Mayor Margaret B. Blackman | yes |
| Trustee/Deputy Mayor William G. Andrews | yes |
| Trustee Annette M. Crane | yes |
| Trustee Katherine J. Kristansen | yes |
| Trustee John D. LaPierre | yes |

Dated April 16, 2018

Adopted

**Execution of Tax Warrant
WARRANT FOR COLLECTION OF TAXES 2018-2019 FISCAL YEAR**

TO: Leslie Ann Morelli, Village Clerk
Per Real Property Tax Law 1426

YOU ARE HEREBY COMMANDED to receive and collect from the persons named in the tax roll the sums stated opposite their respective names, being a total of \$2,751,010.

**VILLAGE OF BROCKPORT
NOTICE TO VILLAGE TAXPAYERS**

PLEASE TAKE NOTICE that the Brockport Village Board adopted the Final Budget for the Village of Brockport for the fiscal year June 1, 2018 – May 31, 2019:

RESOLVED, that the Brockport Village Board adopts the 06/01/18 – 05/31/19 General Fund budget in the amount of \$5,704,828, the Water Fund budget in the amount of \$1,306,614, and the Sewer Fund budget in the amount of \$142,557 and that there be levied and assessed against the real property of the Village of Brockport the following sums for village government and other charges for the fiscal year 2018-2019 with a tax rate of \$12.20 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2018-2019 fiscal year.

General Fund:

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Water rates remain unchanged.

Sewer rates remain unchanged.

Leslie Ann Morelli
Brockport Village Clerk

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

**VILLAGE OF BROCKPORT
TAXPAYERS NOTICE OF COLLECTION**

The Tax Roll and Warrant for the collection of Village Taxes for fiscal year June 1, 2018 - May 31, 2019 have been filed in the Village Clerk's Office.

TAX BILLS WILL BE MAILED ON MAY 31, 2018.

To help us improve efficiency,

please use the return addressed envelopes included with the bills.

Check or money order for the exact amount should be made payable to the Village of Brockport and mailed with payment stub

or deposited into the drop box near the front entrance to Village Hall:

Village of Brockport
Attn: Tax Receiver
127 Main Street
Brockport, NY 14420

OR

Payment may be made in person to Village Hall 127 Main Street Brockport, NY 14420
front counter or drive up window
Monday through Friday 8:30am-4:30pm except holidays.

PAYMENT OPTIONS

1) Payment is due in full by July 2nd, 2018 without penalty

Late penalties:

July 3rd - 31st = 5%

August 1st - 31st = 6%

September 1st - 30th = 7%

October 1st - 31st = 8%

November 1st - Village taxes remaining unpaid will be turned over to Monroe County to re-levy onto the January 2019 County/Town tax bill with additional penalties.

OR

2) Payment may be made in 2 equal installments:

MUST make 1st installment by July 2nd, 2018 without penalty

Then make 2nd installment due by August 1st, 2018 without penalty

Late penalties:

August 2nd - 31st = 6%

September 1st - 30th = 7%

October 1st - 31st = 8%

November 1st - Village taxes remaining unpaid will be turned over to Monroe County to re-levy onto the January 2019 County/Town tax bill with additional penalties.

IF YOUR TAXES ARE NOT ESCROWED IN YOUR MORTGAGE, AND YOU DO NOT RECEIVE A VILLAGE TAX BILL IN THE FIRST WEEK OF JUNE, CALL 637-5300 X112.

Village tax information can also be found via the Village website: www.brockportny.org

Leslie Ann Morelli
Brockport Village Clerk / Tax Receiver

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

o Authorize Mayor to sign 6/1/18-5/31/19 (or-5/31/20) agreement with J. O'Connell and Associates (grants) –

→ Mayor Blackman moved, Trustee Andrews seconded, carried 5/0 to authorize the Mayor to sign the 6/1/18-5/31/20 – a 2-year agreement at a cost of \$36,000 per year with J. O'Connell and Associates (grants).

o Authorize Mayor to sign 6/1/18-5/31/19 agreement with H2H Cleaning –

→ Trustee LaPierre moved, Trustee Crane seconded, carried 5/0 to authorize the Mayor to sign the 6/1/18-5/31/19 agreement with H2H Facility Services for cleaning of Village buildings with the exception of DPW who wish to return to handling in-house.

o Authorize Mayor to sign 6/1/18-5/31/19 agreement with Executive Carpet Cleaning – Mayor Blackman questioned the price to clean the Welcome Center carpeting as compared to the other buildings. Clerk Morelli said this may be an error. She will contact them and put a corrected version on the next agenda.

o RFP results for Planning Consultant to spearhead development of a Village Comprehensive Plan –

RFP Notice

The Village of Brockport is issuing a Request for Proposals (RFP) for Planning Consultant Services to spearhead the development of a Village Comprehensive Plan. Proposals must be received at the Village Hall, 127 Main Street, Brockport, NY, 14420, no later than noon on Wednesday, April 11th, 2018. Full specifications for the RFP available at www.brockportny.org. Direct any questions to Erica Linden at elinden@brockportny.org or (585) 637-5300 x110.

Dated: 3/12/18

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

Trustee Kristansen noted the proposal from Ingalls Planning and Design in the packet. Trustee Crane asked if there were any other submissions in response to the Village's RFP – request for proposals. Trustee Kristansen said no. She is confident in accepting the lone proposal as Ingalls has been very responsive in previously having provided a workshop and in taking the Village's calls.

Mayor Blackman said she reviewed some of their work elsewhere and reached out to those municipalities. Their work is easy to understand and straight forward.

Trustee LaPierre asked if this was in the budget. Treasurer Hendricks said no. Trustee Kristansen said it was approved at the March 5th meeting that Trustee LaPierre was not at as follows:

“→ Trustee Kristansen moved, Trustee Crane seconded, carried 4/0 via roll call to adopt the following resolution:

RESOLVED, that the Brockport Village Board of Trustees, in anticipation of the development of a Village Comprehensive Plan, does hereby authorize the development and issuance of an RFP (request for proposals) for an outside consultant to guide the Village through the planning process, conducting an analysis and community outreach (public meetings and surveys), and providing an implementable plan at the end of a 10 to 12 month process

Note for the record:

Village Board contact is Trustee Katherine Kristansen
Village Office contact is Deputy Clerk-Treasurer Erica Linden

RFP Notice

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→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 via roll call to accept the Ingalls Planning and Design proposal for professional planning services to prepare the Village of Brockport Comprehensive Plan at a project cost not to exceed \$50,000.

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
 - Mayor Blackman provided the following report:
- April 5th - Swearing in ceremony for Chief Cuzzupoli in a packed room. So crowded that the overflow was in the former court clerk's office where they watched the proceedings on the security TV.
- April 9th - Meeting with Danforth (Dan H, Harry, me) and National Grid concerning streetlight buyback. Streetlight buyback was tied to the recently completed negotiations between NG, the Cities of Albany, Syracuse, Buffalo and the Public Service Commission re NG's rate hike. What has changed is that buyback is no longer negotiable; it must be book value. This will be to our advantage. Depreciation is figured into book value; formerly it was 50 years, now changed to 20. I am not sure how that figures into the formula. Still in question will be how to figure the cost of 58 contested streetlights that we thought we owned but evidently do not, as they were a special class of lighting with a reduced rate. Answers are anticipated by June.
- April 11th - Village Hall Open House and ribbon cutting. We welcomed some 40 people during the afternoon and enjoyed showing them around. We had placed edibles in every office to encourage people to visit them all, but we still ended the day with a lot of food.
- April 12th - Meeting with Gary Skoog and Mark Zegler of the RPO. Later that day LBHW meeting to begin finalizing plans for our canal opening ceremony. That was followed by a meeting with a journalism student from the college doing an article on rowing coming to Brockport. Late that afternoon the board met with Chief Cuzzupoli in a special meeting to discuss and approve his selections for promotion to Sergeant and Lieutenant.
- April 14th - went to ribbon cutting at Main Street business, Lagom (Swedish for “Not too little”, “Not too much”) owned by Brooke Albanese of Albion. Will be doing an article on her shop for the upcoming village newsletter. From there I went to Sweden Town Park for the dedication of the new lodge. A very festive event in a smart looking building which has already been reserved for 36 events. After reading Mary Chao's article in Sunday's D and C re event spaces, Sweden Town Park's is a real bargain at \$170 for an entire day. There was a large crowd

including lots of elected officials; three of our board attended, and 4 former town supervisors. Supervisor Johnson gave a brief history of the park, received on behalf of the town several commendations/certificates. Jimmy Z's served lunch to attendees.

- Lastly, I want to reschedule our workshop from the 23 to the 30. Dr. Steven Wolfe, Chair Dept. of Emergency Medicine at Unity Hospital and former Medical Director of Brockport EMS will meet with us to discuss merger of BVAC and COVA, to share any concerns he has (and he has some, particularly how they went out of business), to answer our questions. I also hope to have the business manager from COVA, Laurie Schwab present as well. I have spoken with Tim Czapranski, Monroe County EMS Administrator, and Ross Zastrow, representative to the State Bureau EMS and Trauma and invited them to this meeting. Lucas VanDervort had asked me for a letter to the 911 Center requesting a change of run cards from the present provider to Brockport EMS consistent with the present contract. I responded that we were not ready to do so without having a meeting with the above personnel to ask questions, get answers and fully understand where things stand with Brockport Ambulance. I also questioned whether our present contract still even had standing since BVAC went out of business. I've sent a copy of it to Dan Mastrella. I would think if we re-up with BVAC we would want a new contract. Lucas VanDervort would also be present at the meeting on the 30th.

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to reschedule the 7pm April 23rd Village Board work session to 7pm April 30th.

- Trustee/Deputy Mayor William G. Andrews
 - Trustee Andrews provided the following report:

On April 5, I attended a meeting of the Program Committee of the Western Monroe Historical Society. We planned the schedule and programs for the 2018-19 year. I am responsible for two of the six programs. On April 10, I attended the regular monthly meeting of the Western Monroe Historical Society. On April 11, I attended the Open House for the new Village Hall and gave a short talk on the history of the building. On April 12, I attended a meeting of the Low Bridge High Water committee. My main contribution concerned the Open House that the Canalfront Management Committee will hold on Saturday, May 12. I also attended the special meeting of the Village Board that afternoon. On April 14, I attended the dedication ceremony for the new Town of Sweden building at the town park. This afternoon, I attended a meeting of the Friends of Seymour Library. I plan to attend the annual statewide historic preservation conference in Albany April 26-28. I will drive my car at no expense to the Village. My conference fee has been paid with a scholarship. However, I do ask that the Village reimburse me for the hotel charge of approximately \$472 for two nights and so move.

→ Trustee Andrews moved, Trustee LaPierre seconded, carried 5/0 to authorize reimbursement of \$472 upon receipts to Trustee Andrews for accommodations related to the historic preservation conference in Albany.

Finally, I ask your indulgence while I read into the record a letter. I apologize for its length, but nothing shorter would serve my purpose.

April 16, 2018

Village Board
127 Main Street
Brockport, NY 14420

Dear Colleagues:

When I was re-elected in 2016, I informed the mayor that I did not intend to serve out my term, mainly because by its end, I would be on the brink of my 90th birthday and did not want to live in a village with a nonagenarian trustee. I said that I would retire at her pleasure when a suitable replacement was available. I believe that condition has now been fulfilled by someone who will be a great asset to the Board and the village. Therefore, I am reporting my intention to retire from the Board, effective June 30, 2018, the end of my sixth year in office.

I wish to thank the Brockport voters for having enabled me to serve them and I assure them that their Village Board and staff are providing them with the best possible service. It has been a great pleasure to have had the opportunity to work with them. They all meet the highest standards of competence. My colleagues on the Board are, without exception highly competent, honest, intelligent, hard-working, public servants, selflessly devoted to serving their constituents. They function very smoothly as a team and, I believe, are the best set of trustees in my experience in this village.

Mayor Blackman has provided exemplary leadership, marked by transparency and collegiality. To mention only a few of her many accomplishments, her systematic approach to the establishment of the

Village Court, her leadership of the SUNY municipalities in securing passage of the SUNY Impact Aid bill, her collaborative approach to the issue of trees on the canal bank in contrast to the litigious behavior on the east side, and her solution to the space problem in the old Village Hall illustrate leadership of the highest order.

John LaPierre's long service as a Wegman's executive has stood him in good stead as a very resourceful and creative problem solver, especially through his diligence as liaison to the police and the DPW. Annie Crane has been outstanding in her sensible and thorough study and analysis of every aspect of Village business. Kathy Kristansen's background as a math teacher has given her a grasp of the statistical side of our problems that has been very valuable. Also, her hard-nose approach to problems has been a very salutary check on the excessive optimism that we have sometimes been tempted to exhibit.

We have been served by a truly outstanding Village staff. Leslie Morelli's experience as the longest-serving Village Clerk in the county has given her an expertise in providing administrative support for the Board that has been invaluable. Her knowledge of the rules, laws, and regulations governing Village life in New York State has been an inestimable aid. We have all benefited from her wise counsel. She has also provided unfailingly-competent administration of office routines. Dan Hendricks has administered the financial side of the Village with efficient competence and always has provided the Board with all the information it needs to meet its responsibilities in a timely manner. His ingenuity in consistently producing budgets that comply with the tax cap has been a great help. Erica Linden has given cheerful tech support and help writing and administering grants and much else in her role as deputy clerk/treasurer. She has always responded with alacrity to our needs. Debbie Herzog's quiet competence and efficiency in handling payroll and water department matters and in backing up the other members of the office staff have marked her service.

All of the department heads and their staffs have provided exemplary service to the Village. Dan Varrenti transformed the police department into a highly-professional organization with high morale and prepared Mark Cuzzupoli to provide the leadership needed to continue that tradition. David Miller did a similar job in professionalizing the Code Enforcement operation. By seeking compliance rather than punishment and working with property owners to rectify code violations, he has achieved very impressive results. His systematic survey of village properties is another example of his professionalism. Harry Donahue's DPW department has provided first class service to the village. Everything they do is absolutely top grade. One example is the way they refurbished the new Village Hall, but many other of their projects could be cited.

Besides the Board and the staff, the Village is also well served by its boards. The Museum Board, the Historic Preservation Board, the Parks Committee, the Tree Board, the Planning Board, the Zoning Board of Appeals, the Canalfront Management Committee, the Low Bridge High Water committee all work efficiently and serve the taxpayers of the Village honestly and competently.

In short, I believe that the residents of this village have every reason to be grateful for its government and I am very proud to have been a part of it. I leave with strong feelings of regret, but look forward to enjoying its benefits for many years to come.

Very truly yours,

William G. Andrews
Deputy Mayor/Trustee

- o Trustee Annette M. Crane
 - Trustee Crane provided the following report:

Trustee Bill Andrews is a hard act to follow. First, I would like to say that it has a pleasure working with Bill.

4/5 I attended the swearing in ceremony for Chief Cuzzupoli. Wonderful to see that the room was so crowded that the Village Trustees could not get to the Chief to congratulate him. But we do congratulate him and we are enjoying working with him.

4/9 I attended the Planning Board Meeting. One of our tattoo parlors has moved to a new location, and plans are moving forward on the Nativity Church Parish Center.

4/10 I attended the Parks Committee Meeting. It was the first meeting of the season. The Parks Brochure is out, and there is now an interactive map of the Village Parks on the website. We discussed equipment installation, plantings, parking lots, signage, and a review of the Parks 5 Year Plan, now in its fourth year.

4/11 I attended the new Village Hall Open House. It was well attended and there was lots of food. Anyone who did not have a chance to come are still welcome to come check out the new space, but the food is gone.

4/14 I attended the Sweden Town Park Lodge Open house. It is a very nice facility. The fireplace kept the place quite toasty, despite the outdoor temperature.

o Trustee Katherine J. Kristansen

- Trustee Kristansen provided the following report:

April 3rd...

I met with the SUNY Brockport search committee that I have been involved with to interview the last of the possible candidates.

In the evening I attended the BISCO meeting as liaison.

April 5th...

I met with the Brockport Arts Festival college interns regarding advertising, etc. for the festival.

In the evening, I attended Chief Cuzzupoli's swearing-in ceremony. Congratulations Chief!

April 9th...

In the morning I met with Art Appleby for our monthly co-chair meeting regarding Arts Festival planning.

In the afternoon, I met as part of the village's team with the Stetson Club representatives regarding contract negotiations.

In the evening I attended the Planning Board meeting as liaison. One application was approved and another tabled.

April 10th...

I attended a meeting with Art Appleby and Debbie Day from Westside News regarding print advertising for this year's Brockport Arts Festival.

April 11th...

I attended the Open House for the new village offices. Thank you to all who put this fun event together.

In the evening, I attended the meeting of the Brockport Garden Club as a member and to discuss the tree surround planting's in the business district. The date for the plantings has been changed to June 9th due to weather and scheduling. Time is 9 AM...26 surrounds will be planted...more volunteers always appreciated!

April 16th...

I participated in a panel discussion with other community members at Dr. Pam Haibach-Beach's Physical Activity and Adulthood class at the college. The purpose of the panel discussion was to share with the students our perspective and advice on aging and staying active both physically and mentally throughout life.

o Trustee John D. LaPierre

- Trustee LaPierre shared the following:

- Police Department – Trustee LaPierre said he could not make the swearing in ceremony for Chief Cuzzupoli, but has met with him since then regarding the department, the promotions, and the leadership transition. The department's spirits are high and some new initiatives such as walking patrols are receiving enthusiasm.
- Public Works – Trustee LaPierre shared having met with Spt. Donahue recently and that the snowplows are still ready – just in case.
- Village Hall – Trustee LaPierre shared having participated in the recent open house of the new Village Hall – a nice afternoon.

EXECUTIVE SESSION:

→ At 9:20pm, Mayor Blackman moved, Trustee Crane seconded, carried 5/0 that the Board of Trustees of the Village of Brockport enter executive session to discuss a personnel matter.

BI/CEO David Miller was invited to sit in.

→ At 9:52pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

ADJOURNMENT:

→ At 9:52pm, Trustee Crane moved, Trustee Andrews seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk