

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Conference Room, Municipal Building, 49 State Street, Brockport, New York, May 17, 2010 at 7:00pm.

PRESENT: Mayor M. Connie Castañeda, Deputy Mayor Christopher R. Martin, Trustee Kent R. Blair, Trustee Scott W. Hunsinger, Trustee Hal S. Legg, Clerk Leslie A. Morelli, Interim Treasurer Mary Beth Lovejoy, DPW Superintendent Harry G. Donahue, Police Chief Daniel P. Varrenti, Fire Chief Scott Smith

EXCUSED: Building/Zoning Officer Scott C. Zarnstorff, Village Attorney Michael Leone

ALSO PRESENT: Kristina Gabalski, Norm Giancursio, John Bush, Kevin Elliott, Mary Jo Nayman, Jim & Joan Hamlin, Joan Marcello, Linda DelVecchio, Peter & Susan Smith, Wayne & Margie Zyra, Carol Hannan, Harry Snyder, Bernie LoBracco, Darlene Lang, Brian Winant, Francisco & Linda Borrayo, Fred Webster

CALL TO ORDER: Mayor Castañeda called the meeting to order and led the Pledge of Allegiance.

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

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mayor Castañeda called for any additions or corrections to the minutes of the last meeting.

- ➔ Mayor Castaneda moved, Trustee Legg seconded, unanimously carried 5/0 that the minutes of the meeting held April 19, 2010, be approved as written.
- ➔ Mayor Castaneda moved, Deputy Mayor Martin seconded, unanimously carried 5/0 that the minutes of the meeting held April 28, 2010, be approved as written.
- ➔ Mayor Castaneda moved, Trustee Blair seconded, unanimously carried 5/0 that the minutes of the meeting held May 6, 2010, be approved as written.

AUDIT – PAY BILLS:

- ➔ Mayor Castaneda moved, Trustee Legg seconded, unanimously carried 5/0 that the bills be allowed and paid upon audit.

A/P Clearing Account Check # 000628-000655

	<u>Date Paid</u>	<u>Amount</u>
FUND (A): <u>General</u>	5/18/10	\$42,879.68
FUND (F): <u>Water</u>	5/18/10	\$36,891.30
FUND (H): <u>Capital</u>	5/18/10	\$4,094.64
FUND (T): <u>Sunflower Landing</u>	5/18/10	\$2,943.00
		\$86,808.62 Grand Total

PUBLIC COMMENT:

1. John Bush of Barry Street – said he was on the ballot 13 years ago against Mary Ann Thorpe for Mayor. At that time the Village was spending more than it could afford. Now, the Village is almost out of money and he feels the current Village Board has done little to deal with it. Where are the sweeping cuts? This is why so many people want to dissolve the Village. Why not cut the most expensive employees, the police, and have Monroe County Sheriff's Department cover the Village? Many people cannot afford to live in the Village any more. He said he is retired and there aren't increases in his retirement or social security. The Board should have done drastic things. The budget and tax increases are outrageous. Maybe it's time to privatize some of the DPW work such as lawn mowing and snow plowing to get it done cheaper.
2. Karen Maynard proprietor of Hairport on Main Street – introduced herself and Darlene of Hairport who each live upstairs from the business. They are concerned about parking and that they have to move their vehicles from one municipal lot to another each night. Otherwise they get parking tickets. She suggested the Village implement a parking pass system for those who live above the stores on Main Street. They could charge for parking passes and make revenue. This would also free up the Police to capture the real desperados. She said she understands during snow season November 1st to April 1st that the Village needs to be able to plow the parking lots over night, but that leaves several months where plowing is not necessary. They shouldn't have to move their vehicles every night. Sometimes, the available parking is some distance away, and residents have infants or toddlers to drag out with them. Further, the signs in the lots are confusing.

She said sometimes

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residents might fall asleep or be unable to move their vehicles. She has called the Police Department, but understands they need to abide by the law. She said she has received many parking tickets. She said she hopes the Village will consider her suggestion and looks forward to a response.

Deputy Mayor Martin clarified that the purpose of the rotation of municipal lots each night was not as a money maker or to cause undue hardship. Many years ago there was a problem with people who abandoned their vehicles in municipal lots. The Village had no recourse to get the cars out of the lots. Further, in the off-plowing season, the DPW does street sweeping for safety and beautification.

3. Carol Hannan of Main Street – commented that there is likely to be a large turnout for the June 15th Village election and referendum on dissolution. She suggested the Village consider making appropriate accommodations for such. Either a larger venue or seating for elderly that may have to wait in a long line or inclement weather.

4. Joan Hamlin of Park Avenue –said she FOILED for a copy of the new Stetson Club police contract, reviewed it over and over again and made lots of notes. Comments in newspaper, television and internet articles all rave about the money the Village is going to save. However, she doesn't see it.

While the officers will take a 2% pay cut this year and 0% next year, educational benefits kick in and are quite an increase over the past. Sergeants make \$8,700 more than officers and Lieutenants (we don't have any now) make \$10,000 more than officers. Members get consumer price index increases if warranted and 180 days notice that they might be laid off. The education benefit used to be \$500 for a member who had a degree that related to the job. Now it's a percentage based on salary and the degree doesn't have to be related to the job. She said she knows there is one officer who is a Chiropractor, so he would likely get the benefit payout of having a Doctorate. There is no contribution or out of pocket expenses whatsoever for health care. Most people only dream of having these kinds of benefits. She said she knows of a husband and wife both working and trying to fix up their older home. They may not be able to afford to stay in the Village. J. Hamlin said she's been called a gadfly and a nit-picker and told that she doesn't understand. However, contract negotiations are supposed to be a give and take. Unfortunately with this contract, she as a taxpayer gives, and they take. She said the new Stetson Club contract is obscene.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

CERTIFICATES OR PROCLAMATIONS:

1. Present proclamation honoring retirement of Monroe County Legislature's Wayne Zyra

→ Mayor Castaneda moved, Trustee Hunsinger seconded, unanimously carried 5/0 to adopt the following proclamation:

PROCLAMATION

WHEREAS; Wayne Zyra served as a Monroe County Legislator for ten years; and

WHEREAS; he served as President of the Monroe County Legislature for six years; and

WHEREAS; he worked devotedly on behalf of the people of the Village of Brockport; and

WHEREAS; he represented the Greater Brockport area with pride and enthusiasm; and

WHEREAS; he set an example and demonstrated his leadership abilities; and

WHEREAS; the Village of Brockport acknowledges the dedication and talent Wayne Zyra invested in the community; and

WHEREAS; the year 2010 marked the occasion of his retirement from the Monroe County Legislature;

NOW, THEREFORE, I, Maria Connie Castañeda, by virtue of the authority vested in me as Mayor, and on behalf of the Village Board, do hereby tender this certificate of recognition, and congratulate Wayne Zyra on his retirement and encourage all our citizens to extend to him their best wishes.

ADOPTED by unanimous vote of the Brockport Village Board on May 17, 2010.

IN WITNESS WHEREOF, we have here unto set our hands and caused the Corporate Seal of the Village of Brockport to be affixed.

Wayne Zyra thanked the Board for the recognition and well wishes. He said it has been a tremendous

honor to serve the residents of the village. He particularly enjoyed helping residents; the Mayor and The Board get through the bureaucracy at the County level with issues that affected the Brockport community.

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GUESTS: None

DEPARTMENT REPORTS: (All Department Heads are in attendance the 2nd meeting of each month)

- A. PUBLIC WORKS – Superintendent Harry G. Donahue
1. NYSDOT Main Street Reconstruction – Trustee Hunsinger asked DPW Superintendent Donahue to share an update on the NYSDOT project. H. Donahue said he has been informed that the funds are still available, but locked up since the State has not passed a budget. The low bidder was Crane Hogan who will likely be the contractor.
- B. POLICE DEPARTMENT – Chief Daniel P. Varrenti
1. Quarterly Report – Chief Varrenti referred to the quarterly report he scanned & e-mailed the Board. It will be posted on the Police Department website. Hard copies for those without internet access will be available at the Police Department or from the Village Clerk.

Trustee Blair asked how the statistics compared to the same time last year. Chief Varrenti said crimes have increased but arrests have decreased. This can be attributed to having fewer officers on the road.

Deputy Mayor Martin said they recently asked Code Enforcement Officer Zarnstorff if he could adjust his quarterly reports to run on the Village’s fiscal year rather than on the calendar year. He asked Chief Varrenti if he could do the same. Chief Varrenti said that would be difficult because a lot of the data is annually driven, just like 911, where Deputy Mayor Martin works. Grants require calendar year record keeping. There are other factors involved other than the Village’s fiscal year.

Trustee Blair asked Chief Varrenti to explain for the public why they might see Brockport Police cars outside of the Village from time to time. Chief Varrenti said there are many reasons such as: police cars or the various pieces of equipment in them needing to be repaired, or needing to be decontaminated per PESH standards, officers needing to bring prisoners to Rochester, officers needing to attend Monroe County Court, hearings, monthly training meetings, weekly coordinator meetings, mail runs to obtain signatures, and the like. Trustee Blair thanked Chief Varrenti for the explanation.

2. SUNY Brock the Port – Chief Varrenti reported on the annual event held May 7th. They had over 300 calls for service for public urination, open containers, loud music, excessive parties, etc. They had 5 officers and him working. Although Brock the Port itself was held on SUNY’s campus, the event definitely affects the Village of Brockport.
3. Hiring – Chief Varrenti reported that the promotion of Officer Cranston from part time to full time is currently in the hands of Civil Service. He will keep the Board apprised.
4. Calls of Note – Chief Varrenti referred to a call in which Officer VanDervort and Sgt. Philippy responded with Brockport Fire and Ambulance. He will let Fire Chief Smith provide the details. Chief Varrenti commended Village resident Sara Kuhn re the report of man stabbed and bleeding profusely and fanning out of a house. The injured was the suspect trying to take a child as a result of a domestic situation. He had to be maced (cap stunned). S. Kuhn was a witness who heard the commotion and called 911 with 2 others. As always, it helps for citizens to be eyes and ears.

C. BUILDING / ZONING / CODE ENFORCEMENT - Scott C. Zarnstorff

1. Accept Stormwater Coalition Shared Annual Report for compliance with Phase II Stormwater Regulations -

→ Mayor Castaneda moved, Trustee Hunsinger seconded, unanimously carried 5/0 to adopt the following resolution:

RESOLUTION

Acceptance of the Stormwater Coalition of Monroe County 2009-2010 Shared Annual Report for Compliance with the Phase II Stormwater Regulations

WHEREAS, the Village of Brockport has been identified as a Municipal Separate Storm Sewer System (MS4) under the EPA’s Phase II Stormwater Regulations under the Clean Water Act of 1999, and

WHEREAS, the Phase II Program requires each MS4 to prepare an Annual Report, or contribute to a Shared Annual Report, on the Village of Brockport’s efforts to protect and improve the water quality of

our streams and waterbodies, and

WHEREAS, the public is invited to review the Shared Annual Report and provide input, and

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WHEREAS, a Shared Annual Report has been prepared in conformance with the Phase II Regulations by the Stormwater Coalition of Monroe County, and

WHEREAS, the Shared Annual Report must be submitted to the New York State Department of Environmental Conservation offices in Albany, NY by June 1, 2010,

NOW, THEREFORE, BE IT RESOLVED that the Shared Annual Report is accepted by the Village of Brockport Board and that said Shared Annual Report is available for public review at www.thestormwatercoalition.org and the Village of Brockport Village Hall,

BE IT FURTHER RESOLVED, that all comments on the Shared Annual Report will be incorporated into the 2009-2010 or the 2010-2011 Annual Reports to the NYSDEC.

2. Amendments to Village Code Chapter 34 (parking) per NYSDOT & Chapter 51 (trailers) – call for 6/21 public hearing -

→ Mayor Castaneda moved, Deputy Mayor Martin seconded, unanimously carried 5/0 to schedule a public hearing to consider Local Laws #1 & #2 of 2010 - amendments to Chapters 34 and 51 of the Village Code on Monday, June 21, 2010.

D. FIRE / AMBULANCE / DISPATCH - Chief Scott Smith

1. Calls for Service – 337 fire calls year to date and 712 EMS calls year to date.

Chief Smith reported that they had 34 transports related to Brock the Port weekend. Most were intoxicated students. Lakeside Memorial Hospital was overwhelmed and had to call in extra staff. He commented that it seems the event gets more out of hand and believes the Village Board should work with SUNY officials to do something. He said there were 6 transports related to a Thursday evening concert before the event even started.

Mayor Castaneda said the Village's concerns were expressed at the Town/Gown meeting last September, but apparently SUNY didn't hear the concerns. She said they will meet again. Deputy Mayor Martin said the SUNY Spring-In event went by the wayside years ago for good reasons. Maybe it's time Brock the Port did the same.

STEP Conference Joanna Award – Chief Smith shared that Brockport Fire Department Ambulance, Brockport Police Department, Lakeside Memorial Hospital, Monroe County 911, Monroe Ambulance, Mercy Flight were all named in an award in honor of a young girl in a motor vehicle accident with a head injury. This was for the November 10, 2009 incident on Erie Street where a 19 year old SUNY student collapsed and went into cardiac arrest. Chief Smith and EMS Chief/Police Officer VanDervort did AED and CPR. The student was stabilized to get to ECMC trauma center in Buffalo since Rochester was full. A pacemaker and defibrillator were installed and the student was back in school within a month. He will graduate with a Criminal Justice degree. The student and his mother were in attendance for the award presentation. A true happy ending.

May 8th wind storm – Chief Smith shared that they took 21 calls and averaged 24 people per call with 269.12 man hours by the volunteers related to the May 8th wind storm.

2. Membership Drops & Adds – Chief Smith asked the Board to consider approving the following drops: Brian Murray, Brian Roth, Elhadji Wane; the following adds: Bruce Butler to Active Fire.

→ Deputy Mayor Martin moved, Mayor Castaneda seconded, unanimously carried 5/0 to approve the previously mentioned drops and adds.

3. FDIC – Chief Smith shared a breakdown of the various courses at the FDIC conference. The attendees teach what they learned to the rest of the Department.

Trustee Blair said it is important to share that these Fire Department members do so volunteer, many having to take time off from their paying jobs.

Deputy Mayor Martin asked Chief Smith to explain the burn trailer. Chief Smith said the burn trailer was obtained through a FEMA grant with federal monies. Brockport Fire Department members do not have to travel out of the district for such training. Chief Smith commended

Allied for graciously allowing use of an area on their property at no charge.

Chief Smith also commended SUNY for allowing use of their high rise facilities for Fire Department training.

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E. INTERIM TREASURER – Mary Beth Lovejoy

1. Financials for period ending 04/30/10 – Interim Treasurer Lovejoy presented the Board with the financials for period ending April 30, 2010. She shared that the financials for period ending May 31st will be different as there are a number of changes regarding accounting practices that she is working on as we get to fiscal year end.

2. Budget transfers & amendments – Interim Treasurer Lovejoy explained that budget transfers and amendments should be done anytime something changes with the budget. She said she will provide Clerk Morelli with budget transfer/amendment forms for inclusion in the Board's meeting preparation packets. The Board will then authorize such, the Mayor will sign off on it, and she will input the change on the accounting software. She reviewed the various budget transfer amendment forms. This will become a regular part of doing business. It will become routine and be clearer as we move forward.

→ Deputy Mayor Martin moved, Trustee Blair seconded, unanimously carried to authorize the following budget transfer / amendments.

<u>Account From:</u>	<u>Account To:</u>	<u>Amount:</u>
A5031.1000		\$174,500.00
A9950.8220		\$125,000.00
A9950.8260		\$20,000.00
A9950.8300		\$12,000.00
A9950.8390		\$13,000.00
A9950.8430		\$3,000.00
A9950.8510		\$1,500.00

Purpose: amend revenue, Transfer from Operation to Reserves and appropriations Capital Reserve Transfers...to correct appropriate accounting for the transfers to reserves. This will actually reduce the revenues and appropriations by the same amount.

A1001	\$10,024.00
A9990.4000	\$10,024.00

Purpose: adjust 2010-2011 tax levy and contingency appropriation for the taxes collected from assessed value in the Town of Clarkson. Contingency appropriation is now \$112,372.

A2770.0000	\$8,900.00
A6410.4100	\$8,900.00

Purpose: to amend the revenue and appropriation budget to reflect the CDBG grant payment for Clark Patterson Lee invoice #0037682.

A3089.4000	\$19,000.00
A3410.4200	\$19,000.00

Purpose: to increase both the Revenues for State Aid and the Appropriations for Fire Department Miscellaneous to properly record the receipt and expense of the member grant for the Fire Department in the fiscal year ending 5/31/10.

A2389.3000-DWI (revenue)	\$6,671.05
A3120.1060-Overtime	\$6,671.05

Purpose: amend the 2009-2010 budget for the DWI grant that runs 1/1/2010 to 12/10/2010 (\$16,010.51) - it is typical that we are reimbursed in January following the close of the grant (Jan 2011) so the revenues and expenses will be allocated between the two fiscal years appropriately and according to proper accounting standards. The above amount reflects the current fiscal year portion.

A2389.3000-DWI (revenue)	\$9,339.46
A3120.1060-Overtime	\$8,139.46
A3120.4155-Supplies & Training	\$1,200.00

Purpose: amend the 2009-2010 budget for the DWI grant that runs from 1/1/2010 to 12/10/2010 (\$16,010.51) – it is typical that we are reimbursed in January following the close of the grant (Jan 2011) so the revenues and expenses will be allocated between the two fiscal years appropriately and according to proper accounting standards. The above amount reflects the 2010-2011 fiscal year portion.

STOP DWI – 3120.4155	Overtime	\$13,372.00
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Purpose: account for DWI overtime per STOP DWI Grant period ending 12/31/09

A2705.0000	\$6,800.00
A8510.4000	\$5,541.10
A8560.1000	\$1,258.90

Purpose: amend revenue, Gifts and Donations and appropriations for Community Beautification and Shade Trees to reflect current year park bench donations.

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A3089.7000	\$5,281.06
A7510.4030	\$5,281.06

Purpose: amend revenue, Other State Aid and appropriations for CLG Historic Home Improvement Grant to reflect current year portion of revenue and expenses.

- Deputy Clerk-Treasurer Vacancy – Interim Treasurer Lovejoy referred to the Deputy Clerk-Treasurer having resigned. She said she has had computer access and e-mails changed to her. The primary functions of the last Deputy Clerk-Treasurer were payroll, retirement, accounts payable, and Library financials. She met with Village Clerk Morelli and Water Clerk Herzog who are helping with the transition, particularly with Central Receipts. She has met with the payroll provider. The contract hasn't been altered since 1990. She hopes to make payroll more efficient and will keep the Board apprised. She learned that the electronic signature by the payroll company on Village paychecks costs an extra \$30 per payroll. She hopes to revisit the Central Receipts process to make it more efficient. She met with the Library Director and Library Board President today. The intermunicipal agreement has not been altered since 1990. She plans to attend the June 15th Library Board meeting. She said she wouldn't be surprised if NYS OSC visited the Seymour Library in the near future, as it should be handled as part of the Village, like the Fire Department. She said she understands that the Library is in the process of possibly becoming a Library District. She said this is the only Library set up like this in New York State. It falls under NYS Education Law, but also General Municipal Law.

Mayor Castañeda suggested Trustee Legg, as Library Liaison, attend the June 15th Library Board meeting with Interim Treasurer Lovejoy.

- BAN Closing – Interim Treasurer Lovejoy shared that the May 27th BAN closing garnered 3 bids and came in at a 1.23% rate. She had budgeted for 5.5%, so this is good news.

Deputy Mayor Martin commented that might indicate that the financial world is not particularly concerned with the Village of Brockport's finances. Interim Treasurer Lovejoy said few are borrowing their monies. She said the new financials show even better towards permanent financing.

F. CLERK - Leslie Ann Morelli

- 2010 Events Schedule – Clerk Morelli thanked those community groups who responded with events open to the public and held in the Village in 2010. She thanked volunteer Norm Frisch for formatting the information into the events schedule. Those who failed to respond can still have their information posted to the Village's website.

G. VILLAGE ATTORNEY – Michael Leone, Esq. of Harris, Chesworth, O'Brien, Leone (excused)

VILLAGE BOARD REPORTS:

A. Mayor M. Connie Castañeda

1. Executive Session:

⇒ At 8:15pm, Mayor Castaneda moved, Deputy Mayor Martin seconded, unanimously carried 5/0 that the Board of Trustees of the Village of Brockport enter into an executive session to discuss personnel matters affecting individuals in each of the following departments: Department of Public Works, Police Department, Code Enforcement Office. Individual Department Heads were called in regarding their departments and were excused afterwards.

→ Mayor Castaneda moved, Trustee Blair seconded, unanimously carried 5/0 to reduce the hours of part time DPW Clerk Linda Baker from a maximum of 25 hours per week to 20 hours per week effective 6/1/10.

→ Mayor Castaneda moved, Trustee Blair seconded, unanimously carried 5/0 to reduce the number of DPW seasonal laborers from 4 to 2 for 2010.

→ Mayor Castaneda moved, Trustee Blair seconded, unanimously carried 5/0 to lay off / eliminate the hours of part time DPW laborer Jason White effective 6/1/10.

→ Mayor Castaneda moved, Deputy Mayor Martin seconded, unanimously carried 5/0 to reduce the hours of part time Code Enforcement Office Clerk Pam Krahe from 30 hours per week to 15 hours per

week effective 6/1/10.

→ Mayor Castaneda moved, Deputy Mayor Martin seconded, unanimously carried 5/0 to reduce the hours of part time Code Enforcement Officer Larry Vaughan from a maximum of 15 hours per week to zero hours per week effective 6/1/10 but maintain him as a per diem employee with the Mayor's approval to have him work.

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→ Mayor Castaneda moved, Trustee Hunsinger seconded, unanimously carried 5/0 to reduce the hours of part time Police Department Clerk Charlene Kurzrock from a maximum of 15 hours per week to 4 hours per week effective 6/1/10.

⇒ 10:15pm, Mayor Castaneda moved, Trustee Legg seconded, unanimously carried 5/0 that the Board of Trustees re-enter the regular meeting.

2. Extend appointment of Interim Treasurer beyond 5/31/10 –

→ Mayor Castaneda moved, Trustee Legg seconded, unanimously carried 5/0 to extend the appointment of Mary Beth Lovejoy as Interim Treasurer through 6/30/10.

3. 1st Quarter Sales Tax – Mayor Castaneda reported receipt of \$329,193.02 in 1st quarter sales tax distribution up from \$324,573.54 during the same quarter last year.

4. Police Car Grant – Mayor Castaneda reported that she authorized the grant for the purchase of one police car – no matching funds.

5. Dissolution – Mayor Castaneda reported that the Board met with representatives of Center for Governmental Research (CGR) and League of Women Voters (LOWV) on May 6th to discuss the 7pm May 26th and June 8th public forums at the Middle School Auditorium and CGR's hosting of a website with information and questions and answers regarding dissolution. She referenced a consolidation study done by CGR in 1974, but cautions that the information is very outdated. A representative from New York Conference of Mayors and Municipal Officials (NYCOM) has agreed to conduct a public forum on June 2nd at 6pm at the Middle School Auditorium. Regardless of the outcome of the June 15th referendum on dissolution, Mayor Castaneda encouraged the Board to give consideration to pursuing a grant to study dissolution and cost saving measures.

5. Meetings/Events – Mayor Castaneda reported on recent meetings/events attended or planned to attend, many accompanied by Deputy Mayor Martin:

- a. 5/3 – City of Rochester budget hearing
- b. National Day of Prayer
- c. Sweden Courtroom dedication in honor of Judge Cody
- d. 5/15 – SUNY Military Science Ceremony
- e. 5/18 – State of the County Address
- f. 5/20 – CSEA meeting
- g. 5/21 – 8th Grade Awards Ceremony
- h. 5/22 – Supervisors Meeting
- i. 5/24 – Canal Conference Committee meeting
- j. 5/26 – CGR forum on dissolution
- k. 5/28 – Middle School Memorial Day Ceremony
- l. 5/29 – Brockport Area Vets Club Memorial Day Ceremony

Mayor Castaneda encouraged Village Board members to be visible at events throughout the community.

B. Deputy Mayor Christopher R. Martin

1. Meetings/Events – Deputy Mayor Martin referred to having attended many of the meetings/events the Mayor referred to. He said the SUNY ROTC commissioning ceremony was very moving. They appreciated the Mayor and Deputy Mayor's attendance.

2. Village Elections/Referendum – Deputy Mayor Martin shared that Monroe County Board of Elections will be implementing the new paper ballots and scanning machines. The new machines will be used from now on as they comply with an Americans with Disabilities Act mandate. There will be two sides to the ballot. One side will have the question regarding dissolution and the other side will have the selection of Trustee. The election inspectors will be instructed by Board of Elections to hand the ballot to the voter with the dissolution referendum side up and to remind voters to vote on both sides of the ballot.

C. Trustee Kent R. Blair

1. Absence – Trustee Blair shared that he will be away June 29th through July 11th. Therefore, he will not be in attendance at the Village Board meeting scheduled for Wednesday, July 7th.
2. Planning Board – Trustee Blair shared some recent Planning Board applications.

a. 180 South Avenue – Trustee Blair shared that as liaison to the Planning Board, he met with Planning Board Chair Switzer and Code Enforcement Officer Zarnstorff and applicants for the Living Hope Assembly of God Church regarding the application for 180 South Avenue. The property encompasses 50 acres. The downside would be that churches are tax exempt. The property brings approximately \$20,000 annually in combined

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School & Village taxes. Approximately \$3,000 of which are Village taxes. The suggestion discussed is to implement the Q overlay district and subdivide the property so the church only uses part of the 50 acres. The Church plans to reach out to some builders about the possibility of building residential units/homes. Trustee Blair said the garage on the property was found to have some contamination from underground diesel tanks. Clean up could cost them \$50,000. The plans have a long way to go.

- b. 100 Fair Street – Trustee Blair reported that the Planning Board granted a change of use for an indoor paintball facility at 100 Fair Street.
- c. 58 North Main Street – Trustee Blair reported that the Planning Board granted approval for 58 Main Restaurant & Party House to have a portable BBQ smoker.

D. Trustee Scott W. Hunsinger

1. SUNY Brock the Port – Trustee Hunsinger shared that he did a ride along with Chief Varrenti on May 7th during SUNY's Brock the Port event. He said it was a very eye opening experience. He commended all Police, Fire, and EMS members on duty for their efforts. He said he saw the DWI process up close and personal that evening. He stressed that not all college students are bad or cause trouble, but this drew hundreds of students into the Village. He suggested the Town/Gown committee take a seriously look at the Village of Brockport becoming "party central" and having to deal with quality of life issues.

E. Trustee Hal S. Legg

1. Executive Sessions – Trustee Legg said he thought it would be helpful to share with the public clarification on Executive Sessions. He said the Village Board has spent significant time in Executive Session recently. Some members of the public find it unnerving. Trustee Legg referred to the Open Meetings Law, Article 7 of the Public Officers Law, also known as the "Sunshine Law" which is a powerful tool which outlines basic requirements for the conduct of meetings by public bodies. Although the Open Meetings Law requires that all meetings of a quorum of a public body be open to the public, the law also authorizes municipal boards to enter into executive session for very specific reasons:

- Matters which if disclosed will imperil the public safety;
- Matters which may disclose the identity of a law enforcement agent or informer;
- Information regarding current or future investigations or prosecutions of a criminal offense which would imperil effective law enforcement if disclosed;
- Discussions of proposed, pending or current litigation;
- Collective negotiations pursuant to the Taylor Law;
- The medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- The preparing, grading, or administering of examinations; and
- The proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the public body, but only when publicity would substantially affect the value thereof.

Trustee Legg said if the body takes any action while in executive session, minutes must be kept – simply on the determination. The body cannot vote to appropriate public monies during executive session. Trustee Legg said executive sessions have had very little to do with the budget process. It is usually to do with collective bargaining negotiations, particular personnel matters, or pending litigation. It just so happens that there was an intersection of collective bargaining negotiations and budget time.

2. Absence – Trustee Legg shared that he will be away June 8th through June 11th.
3. Amend Media Policy – Trustee Legg referred to the Media Policy adopted by a majority of the Board in December 2009. He recently presented proposed amendments to that policy to Board members. Mayor Castañeda added that it is her desire that the Village Board and

Village Hall employees to not get caught off guard as to information disseminated by Department Heads or the media.

→ Trustee Legg moved, Mayor Castañeda seconded, unanimously carried to adopt the Village of Brockport Media Response and Submission Policy as follows:

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Village of Brockport Media Response and Submission Policy

Adopted by Village Board 5/17/10

Policy Statement - The village board acts to ensure coordinated, coherent, professional, accurate, and reliable communication between the Village of Brockport and all media outlets. This policy is intended to sustain and reinforce a positive public image of the village by effectively disseminating timely, relevant, and interesting information.

General Standards – For the purpose of this policy, “statement” means spoken communication; “submission” means printed or electronic communication. Compliance with this policy requires observance of the following standards.

- § 1. Members of the village board are the official spokespersons of the village. Except as noted in § 7. below, other village officials, employees and volunteers shall not make official statements, whether unsolicited or in response to a media inquiry, except when authorized by the mayor or the village board, or to affirm or clarify facts that are part of the public record.
- § 2. Except as noted in § 7. below, only official spokespersons shall respond to media inquiries.
- § 3. Official statements to the media, whether unsolicited or in response to an inquiry, shall accurately reflect the village’s position as described by official documents such as, but not limited to formal plans, adopted policies, and approved meeting minutes.
- § 4. A village official, employee or volunteer who wishes to make a personal statement regarding any village-related topic must clearly inform the media that he is making such statement as an individual, that his/her statement does not necessarily represent the position of the village, and that they are not authorized to speak for, or on behalf of the village at the time of the statement.
- § 5. Any unsolicited submission to the media, such as a press release, must be approved by the village board or the mayor prior to its issuance. It shall include in its heading the date of such approval.
- § 6. Any direct quotation of a village official, employee or volunteer in a statement or submission to the media must be verified by official record or acknowledged as accurate by the party quoted prior to issuance of such statement or submission.
- § 7. Communications regarding fire department incidents issued by the fire chief or his designee, communications regarding police department incidents issued by the police chief or his designee, editorials, legal notices, and advertisements are not subject to § 1.-6. of this policy.

ADJOURNMENT:

→ Deputy Mayor Martin moved, Trustee Legg seconded, unanimously carried 5/0 that the meeting be adjourned at 10:38pm.

Leslie Ann Morelli, Village Clerk