

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, May 21, 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, Police Chief Mark T. Cuzzupoli, Building Inspector/Code Enforcement Officer David J. Miller, Jr., Attorney Daniel J. Mastrella

EXCUSED: DPW Superintendent Harry G. Donahue

ALSO PRESENT: Shawn Halquist, Tim Wandtke, Joan Hamlin, David Newman, Libby Caruso, LuAnne Cenci, Taysie Pennington, Shawn Lessord, Doug Weishaar, Matt Vanderbrook, Jim Wesley, S. Hefner, Eileen Whitney, Brandi Reis, Linda Menear, James VanBrederode, Joane Traber, Al, W., C. Way

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:

Brockporters have served in our armed forces in all of our wars from the Revolution to the recent conflicts in the Middle East. But lost in the recesses of history is the participation of twelve young Brockport men in combatting the insurrection in the Philippines that followed the Spanish-American War and the Boxer Rebellion in China of 1899-1901.

In an earlier Historical Moment, I described the experiences of the seven Brockporters who served in the 3rd New York Volunteer Infantry during the Spanish-American War. They saw no action, because the war ended before their three-month training period. However, two of them joined ten other young Brockporters in the 9th United States Infantry Regiment, a Regular Army unit, and fought in those two operations. Apparently the other ten had already served in Cuba, for the *Brockport Republic* said that they had "fought Spaniards, Phillipinos and Chinese and traveled from east to west 10,000 miles".

In Cuba, the 9th Infantry helped capture San Juan Hill, leading to the occupation of the city of Santiago and ending the hostilities in Cuba. Colonel Theodore Roosevelt and his Rough Riders captured the public imagination for their role in that battle. Little noted was the part played by four infantry regiments, including the 9th, and five other cavalry regiments. The 9th lost one officer and four enlisted men killed and 27 enlisted men wounded, one dying later. No Brockporters were among the casualties.

Following the Cuban campaign, the 9th returned to its home base near Sackett's Harbor, NY. Due to discharges for disability and other factors, it was 900 men under strength. Then, on February 1, 1899, insurgents rose up against the American occupation of the Philippines. On March 3, the 9th was ordered to leave for that theater of operations and, therefore, needed to refill its ranks by recruitment. Brockporters John Ross and Joseph Allen probably were among the 127 recruited in Rochester or the eight in Medina.

The 9th was much more active in the Philippines than it had been in Cuba. From May 17, 1899, until March 13, 1900, it took part in 33 armed engagements. Then, between July 13 and August 24, 1900, it fought six times in the multi-national effort to end the Boxer Rebellion in China. Finally, between June 30, 1901, and February 16, 1902, it was back in the Philippines, where it fought in another 33 operations.

At least six letters from the Brockport boys were published in the *Brockport Republic*. One of them recounted the July 1900 operation to capture the Chinese city of Tien Tsin in which American, Japanese, Russian, German, French, and English troops were engaged, including Brockporters Frank Fitzgerald and Frank Jinks. Others described armed action against the Filipino insurrectionaries. One of the Brockporters, Edwin R. Riley, died of malaria. All the others returned safely, some of them after almost four years of service.

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARING: none

PUBLIC COMMENT: none

GUESTS:

- Sidewalk café permit applications –
 - o Main Street Premium Plates and Pizza at 27 Main Street - new applicant – was requested to appear at Village Board meeting – Clerk Morelli referred to the application included in the packet. (Applicant thought the meeting was the next night.)

→ Trustee LaPierre moved, Trustee Andrews seconded, carried 5/0 to approve the application received May 14th from Main Street Premium Plates and Pizza at 27 Main Street for a sidewalk café permit for the 2018 season.

The approval letter will indicate:

It is limited to 2 tables and 8 chairs (plus umbrellas and trash receptacle) daily until 11pm. They must be placed on the concrete up against your storefront.

The Board reminds sidewalk café permit holders to see that the tables and chairs match and are kept in good repair and that you provide your own trash receptacle for use only during café hours.

Sidewalk café season runs **April 1st to October 31st 6am to 11pm**. You previously received a copy of the code. By making application, you agreed to abide by all regulations. Any Village Code questions can be directed to Building Inspector/Code Enforcement Officer David Miller at 637-5300 X119.

- o Java Junction at 56 Main Street – not a new applicant – not requested to appear at Village Board meeting – Clerk Morelli referred to the application included in the packet.

→ Trustee Crane moved, Trustee LaPierre seconded, carried 5/0 to approve the application received May 9th from Java Junction at 56 Main Street for a sidewalk café permit for the 2018 season.

The approval letter will indicate:

It is limited to 2 tables and 8 chairs (plus umbrellas and trash receptacle) daily until 11pm. They must be placed on the concrete up against your storefront.

The Board reminds sidewalk café permit holders to see that the tables and chairs match and are kept in good repair and that you provide your own trash receptacle for use only during café hours.

Sidewalk café season runs **April 1st to October 31st 6am to 11pm**. You previously received a copy of the code. By making application, you agreed to abide by all regulations. Any Village Code questions can be directed to Building Inspector/Code Enforcement Officer David Miller at 637-5300 X119.

-Belgian Love – Tim Wandtke – Peddling & soliciting – food concession – Capen Hose Fire parking lot – Tim Wandtke said he has returned as requested in anticipation of receiving permit approval. Mayor Blackman said the Board has given this careful consideration.

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 via roll call to deny the request for a 6-month peddling-soliciting license for the food unit on the property of F.F. Capen Hose Co. #4 at 237 S. Main Street.

Mayor Blackman said the Village's granting a short-term permit in the fall of 2017 was a trial run. Extensive feedback was provided as to the Village's concerns. While the Board appreciates his willingness to make some changes to the location and appearance of it, for the reasons relayed, most particularly the fact that it is not a small mobile food truck that is only on site while open. An operation and set up like he has is more appropriate for fairs and festivals, not as a 6-month fixture in such a high-visibility section of the Village of Brockport.

Mayor Blackman further shared that the Village does not wish to partner with or support the Western NY Wildlife Service on any nuisance wildlife remediation efforts as the NYS DEC has confirmed that he is not licensed and that application for appropriate licensing would likely be denied. While the Board appreciates his volunteer efforts on a trapping issue last winter, it created more problems than it solved.

T. Wandtke said he understands there have been some issues as to his trapping license, but nuisance control was only a part of the WNY Wildlife Service's functions as they provide education, protection, preservation programs. He said he has invested approximately \$3,000 to make the operation of Belgian Love feasible at the Capen Fire Museum site. WNY Wildlife Service, like the Capen Fire Museum, are privately funded / donation driven. Much of the Capen Fire Museum leadership and membership is elderly and while they are trying to increase their membership their funds are limited.

He said it is disheartening that what he considers inaccurate information is damaging to the organizations. Both have excellent programs for the community and he is not aware of any public complaints from the short-term operation of the food truck last fall. He was willing to make the improvements as to hours, appearance, noise, lighting, no seating – walk-up only, and even to name the Village as additional insured while not required since it is not on Village property.

Mayor Blackman said the denial stands.

-Gates to Recovery – Eileen Whitney, Ashley Gnau, David Attridge – Recovery Now Project – distributed fliers and explained about Recovery Now addiction support services for treatment placement, family support, recovery resources. This is especially important due to the opioid addiction crisis. Gates Police Chief James VanBrederode said they have partnered with them and Gates Town Hall provides a monthly drop in center on Thursday evenings for fast access to treatment and staff and officers hand out cards about it with information about the drop in and a 24 hour phone number. D. Attridge said they are doing so now in East Rochester / Fairport, Webster / Penfield, and Hamlin. There has been little response in Hamlin thus far and they believe Brockport would benefit from this. The dedicated volunteers have great success in getting an addict into rehab within 24 hours. Sometimes this means finding detox beds outside Monroe County. They also provide educational resources and guest speakers for schools, colleges, churches and community events, Narcan training, a family support group, and a recovery radio show. They will even work to arrange transportation to get the help needed. Recovery Now is information and resource driven, not a 12-step program like AA or NA that are hosted at a local church. They would be looking to establish Brockport the first Tuesday of each month from 6pm to 8pm as soon as possible.

The Village Board asked some questions, concurred this is a worthwhile endeavor and that the Village could likely provide space for a once per month drop in center at the Village Court building. Mayor Blackman introduced Libby Caruso in the audience who is the Director of the College Health Services. She will follow up with her and Chief Cuzzupoli and place this on the next agenda for consideration.

-Greenspark Solar – Shawn Lessord, Doug Weishaar, Matt Vanderbrook – copy of PowerPoint presentation is attached at the end of these minutes. Mayor Blackman said this could be discussed further – possibly the June 25th work session.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Kristansen moved, Trustee Crane seconded, 5/0 that the minutes of the 5/7/18 meeting be approved as written.

→ Trustee Kristansen moved, Trustee Crane seconded, 5/0 that the minutes of the 5/14/18 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Kristansen moved, Trustee Crane 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> | 5/21/18 | \$80,712.27 |
| FUND (F): <u>Water</u> | 5/21/18 | \$55,930.17 |
| FUND (G): <u>Sewer</u> | 5/21/18 | \$2,988.18 |
| FUND (H): <u>Capital</u> | - | - |
| FUND (T): <u>Trust & Agency</u> | - | - |
| | | \$139,630.62 total |

CLERK REPORT: Clerk – Leslie Ann Morelli

- o 2017/2018 Tower Clock repairs/restoration project – Lions Club fundraising & grant results – Clerk Morelli referred to the report included in the packet.

**TOWER CLOCK PROJECT
fundraising status report**

As of 5/17/18:

Brockport Lions Club Legacy Project efforts resulted in donations: \$16,713.56

Rochester Area Community Foundation

| | |
|--|-------------|
| grant application by Village of Brockport resulted in award: | \$11,000.00 |
| TOTAL: | \$27,713.56 |

restored & to be restarted after 104 years
re-dedication ceremony
will be held 6/25/18
in Sagawa Park at 4:30pm
and the clock will be started at 5pm

Treasurer Hendricks said next month he will have a budget transfer amendment prepared for the Tower Clock project. Trustee LaPierre said it is his understanding that since more money has been raised than was needed for the current repair and restoration project, the rest will be set aside for future repairs to the Tower Clock. He asked if a maintenance schedule has been set. Treasurer Hendricks said that would be a question for DPW Spt. Donahue.

- o 2018 United Way campaign results – Clerk Morelli shared that the campaign has ended and it resulted in 11 employees contributing \$2,394. Thanks to those who participated. Between the Village and the Library, there are 82 people on payroll (41 full time and 41 part time). The response is again underwhelming.

- o 2018 Village tax collection – bills go out 5/31 & collection begins 6/1 – Clerk Morelli said she is in the process of preparing to have Village tax bills in the mail May 31st and begin collection June 1st. The following notice was previously approved and will be in Suburban News and on the Village website. She reminded all that Village tax information can be obtained from the Village website and that the most efficient way of paying is by utilizing the return addressed envelopes provided with the bills.

**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 6/16/18 Mobile Household Hazardous Waste Collection Program – westside – by appointment – Clerk Morelli referred to the notice included in the packet.

**Mobile Household Hazardous Waste
Collection Program**

Sweden, Brockport
Ogden, Clarkson, Hamlin, Parma
Hilton and Spencerport

Saturday, June 16, 2018
7:45 a.m. to 12:00 p.m.

At the Village of Hilton Highway Garage
50 Henry Street, Hilton, NY

Appointments for this HHW collection will be accepted until June 15. This service is open to all Monroe County residents. Waste from businesses will not be accepted.

To schedule an appointment, residents should call 637-2144.

Up to 30 Gallons will be accepted per appointment at no charge.

Do Not Bring: Pharmaceutical wastes, Propane tanks, used motor oil & vehicle batteries; cans with dried paint; empty containers; everyday alkaline batteries; glazing/spackle & joint compounds.

If residents are unable to take advantage of this mobile HHW collection, the county's permanent collection facility is open (by appointment only) weekly. For more information go on-line at <http://www.monroecounty.gov/ecopark>

o 6/19/18 Village Elections notice – Clerk Morelli referred to the notice included in the packet.

**LEGAL NOTICE
TO THE ELECTORS OF THE VILLAGE OF BROCKPORT, NEW YORK
ELECTION**

NOTICE IS HEREBY GIVEN THAT AN ELECTION IN AND FOR THE VILLAGE OF BROCKPORT, COUNTY OF MONROE, STATE OF NEW YORK WILL BE HELD ON TUESDAY, JUNE 19, 2018 AT BROCKPORT VILLAGE COURT, 49 STATE STREET, BROCKPORT, NEW YORK 14420. THE POLLS WILL BE OPENED AT 12:00 NOON AND CLOSED AT 9:00PM.

- The following officers are to be chosen:
two (2) Village Justices for a four (4) year term to 6/30/22

LIST OF NOMINATIONS

The following is a list of nominations filed in the office of Monroe County Board of Elections of the candidates for the office to be filled at the Election in and for the Village of Brockport on Tuesday, June 19, 2018:

VILLAGE JUSTICE - each for a four (4) year term to 6/30/22 (vote for two)

- | <u>Name</u> | <u>Party</u> | <u>Address</u> |
|-------------------------|----------------------|----------------------|
| • Christopher R. Martin | Revitalize Brockport | 3 Coleman Creek Road |

- William G. Andrews, Jr. Revitalize Brockport 39 College Street

QUALIFICATIONS OF VOTERS

- A Citizen of the United States.
- Eighteen (18) years of age or older.
- Resident of the Village of Brockport thirty (30) days preceding this General Election.

REGISTRATION OF VOTERS

- Your name must appear on the Monroe County Register for the Village of Brockport to be eligible to vote.
- In accordance with Section 15-118 (2) of the New York State Election Law, the voter must be registered with the Monroe County Board of Elections at least ten (10) days prior to the date of the Village General Election. The registration deadline for the above election date is: Friday, June 8, 2018. There will not be a voter registration day in the Village.
- Application for absentee ballots may be obtained at the Monroe County Board of Elections 39 West Main Street Rochester, NY 14614 or by calling (585) 753-1550 or downloading from www.monroecounty.gov. Application for absentee ballot must be filed with Monroe County Board of Elections no later than Tuesday, June 12, 2018.

Leslie Ann Morelli
Brockport Village Clerk

Dated: 5/17/18

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

o 2017 UNYMWCP – Workers Comp – surplus refund & special distribution of operating funds – Clerk Morelli referred to the memo previously provided to the Board and included in the packet.

To: Village Board
Village Treasurer

From: Leslie Ann Morelli, Village Clerk

Date: April 19, 2018

Re: UNYMWCP - Workers Comp

Good news again this year! We were visited today by the Administrator of our Workers Comp (UNYMWCP – Upstate New York Municipal Workers Compensation Program) who presented a check for our surplus refund / deficit repayment calculation as of 12/31/17 (the loss side) which resulted in a refund of \$35,868.

The Administrator shared that at the May UNYMWCP semi-annual meeting which Treasurer Hendricks and Superintendent Donahue typically attend (Thursday, May 17th this year), they will present the Village for a check for ~\$17,000 – a special distribution of operating funds for the 2017 plan year (the administrative side).

In years past, Treasurer Hendricks and I advised placing 50% of this money into our Workers Comp Reserve so that if a time comes when we have a deficit rather than a surplus, we will can cover it. However, as we noted since 2015 our Workers Comp Reserve is in good shape. Therefore, the funds will be deposited to the General Fund as unanticipated revenue.

I will place this on the May 21st Village Board meeting agenda. Should the Village Board wish to adopt a resolution authorizing the Treasurer to transfer any of these funds to the Workers Comp Reserve, it could be done then.

Clerk Morelli asked if the Board wishes to transfer all or part to the workers comp reserve. No.

o 2018 Property & Liability insurance renewal for 6/1/18-5/31/19 – Clerk Morelli shared that she filed the application renewal materials for the carrier (NYMIR) with the broker (Willis) for the new fiscal year's insurance. New insurance ID cards for Village vehicles and certificates of insurance will be forthcoming to Department Heads for 6/1.

Per the Village's brokers the new premium will be \$103,548.04:

- The NYMIR capitalization refund of \$1,681.32 will be mailed in July.
- NYMIR had a rate increase on the Public Officials coverage which they offset some by decreasing the property rates.
- The property values were increased by 3% per the inflation guard.
- Policy terms and conditions remain the same as expiring.

- Data Breach – Cyber Liability option has been offered this renewal for an additional premium of \$627.
 - Network Security Liability \$100,000 with a \$2,500 deductible
 - Security Breach coverage for \$50,000 with a \$1,000 deductible
 - If more coverage is preferred, we can obtain a stand-alone cyber policy

○ 2018 Civil Service payroll certification – Clerk Morelli shared that she will be working on filing the annual payroll certification to Monroe County Civil Service. She will advise of the results as soon as she gets them. She is shooting for a “perfect payroll” again this year.

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

- Treasurer – Daniel P. Hendricks

- Financial reports for period ending 4/30/18 – Treasurer Hendricks referred to the report included in the packet.

- Authorize budget amendments & any transfers from contingency – Treasurer Hendricks referred to the document included in the packet.

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

Amendments
Expenditures
Account

| # | Description | Amount | Purpose |
|--|-----------------------------------|----------------|------------|
| A5410.400S | Streets/Sidewalk-Utica/State CDBG | \$8,000.00 | (1) |
| Total | | \$8,000.00 | |
| Total General Fund Expense Budget Before Amendment | | \$5,759,498.00 | |
| | | Amendment | \$8,000.00 |
| Total General Fund Expense Budget | | \$5,767,498.00 | |

Revenues:
Account

| # | Description | Amount | Purpose |
|--|-------------------------|----------------|------------|
| A2389.8000 | Monroe County Road Work | \$8,000.00 | (1) |
| Total | | \$8,000.00 | |
| Total General Fund Revenue Budget Before Amendment | | \$5,759,498.00 | |
| | | Amendment | \$8,000.00 |
| Total General Fund Revenue Budget | | \$5,767,498.00 | |

Purpose:

- (1) Increase budget for road/sidewalk CDBG project – Monroe County

| Account # | From Description | Account # | To Description | Amount |
|------------|------------------|------------|-----------------------------------|-----------------|
| A1990.4000 | Contingency | A3120.1060 | Police Dept. Salaries | \$5,000.00 (1) |
| A9950.8240 | DPW Equip. | A0889.2400 | Special Reserve – DPW Equip | \$10,000.00 (2) |
| A9950.8510 | DPW Equip. | A0889.2401 | Special Reserve – Smith St Bridge | \$10,000.00 (3) |
| A2705.0000 | Gifts & Donate | A0889.2300 | Special Reserve – Boat House | \$3,000.00 (4) |
| A2705.0000 | Gifts & Donate | A0889.4600 | Special Reserve – Sue Edmunds | \$5,000.00 (5) |

Purpose:

- (1) Transfer to pay for costs for Police Department overtime, costs are exceeding budget estimate
- (2) Transfer budgeted funds for 2017-18 to DPW Capital Reserve Account
- (3) Transfer budgeted funds for 2017-18 to Smith Street Bridge Capital Reserve Account
- (4) Transfer donated funds from BISCO to Boat House Capital Reserve Account
- (5) Transfer donated funds from Sue Edmunds to Capital Reserve Account

- GASB 75 – accept Burke Group proposal & authorize Mayor to sign for 2018 & 2019 – Treasurer Hendricks referred to the related documents in the packet.

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0to authorize the Mayor to sign the Burke Group GASB 75 Service Agreement.

- Havenwood Meadows Subdivision – Section 3, Phase 3 – letter of credit – Treasurer Hendricks referred to the related documents in the packet.

- Building / Zoning / Code Enforcement – BI/CEO David J. Miller, Jr.
 - BI/CEO Miller read the following into the record:

May 21, 2018

Dear Board of Trustees,

It is with a heavy heart that I respectfully request that the Village of Brockport Board of Trustees accept this notice as my official resignation effective May 31, 2018. I have the misfortune of several unforeseen personal challenges that require a reallocation of time and resources that will not coincide with the demands of the position with the Village. I regret such short notice, but I will help the Village in any way I can until a suitable replacement is found.

The four and a half years I spent serving the residents of Brockport have been a truly wonderful experience and we have accomplished so much in, what I would call, a relatively short period of time. The unwavering support I received from the Village Board, Mayor Blackman, and Village staff is a testament of your dedication to the successful future we all want to see in the Village.

Together, we rebuilt a department that sorely needed an overhaul and established new policies that will ensure continued growth and long-term stability. A renewed partnership with the College at Brockport helped realize the idea of a residential rental map which helps residents, students, and parents alike find suitable housing. A reinvigorated rental registration program and the annual clean streets effort are just a couple more examples of the successful path we have all put the department on.

I want to thank you all from the bottom of my heart for the support you have shown me personally and professionally. I hope that you can look back positively and say that the department is in a better place as I depart, than it was when I arrived. Progress could not have been made without my fantastic administrative staff. I wish you the best with all future endeavors. I pray you continue to build on the successes made throughout the Village and I once again thank you from the bottom of my heart for everything you have done for me and the department. The Village of Brockport will forever have a very special place in my heart.

Sincerely and Respectfully,

David J. Miller

The Board said while this is a major loss, they understand, thank him for certainly leaving the department and the Village in better shape 4 years later, and wish him nothing but the best.

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 to accept the resignation of David Miller as Building Inspector / Code Enforcement Officer effective 5/31/18 with regret and thanks for his service since March 2014.

- Police – Police Chief Mark T. Cuzzupoli
 - Chief Cuzzupoli shared the following:
 - Thanked David Miller for his great work and offered his assistance if he ever needs anything in the future.
 - Reported on the following and commented that special details and the overtime incurred by them are often funded by these grant allocations:

2018 Grant Allocations

| <u>Grant Name</u> | <u>Funded By</u> | <u>Money Awarded</u> | <u>Grant Term</u> | <u>Reimbursement</u> |
|-----------------------------------|----------------------|----------------------|---------------------|------------------------|
| <u>Monroe County STOP DWI</u> | <u>Monroe County</u> | <u>\$16,097.88</u> | <u>Jan 1-Dec 31</u> | <u>Once (year-end)</u> |

| | | | | |
|--|--|-----------------------------|------------------------|---|
| <u>Police Traffic Services (PTS) Aggressive Driver. BUNY</u> | <u>GTSC</u> | <u>\$7,500</u> | <u>Oct 1 – Sept 30</u> | <u>Quarterly, Via e-Gr</u> |
| <u>Monroe County “Crackdown” Initiative</u> | <u>Monroe County thru GTSC and NHTSA</u> | <u>\$3,333.00</u> | <u>Oct 1 – Sept 30</u> | <u>Due within 30 da following EACH enforcement wa</u> |
| <u>Bullet Proof Vest Grant</u> | | <u>50% of product</u> | <u>As Needed</u> | <u>As Needed</u> |
| <u>Senator Robert Ort Grant</u> | | <u>\$5,000</u> | <u>Sept-Oct</u> | <u>Yearly</u> |
| <u>OASAS</u> | <u>SUNY Brockport Grant</u> | <u>Apprx. \$2200-\$4500</u> | <u>5 years</u> | <u>Hours Worked bas personnel rate</u> |

- o Public Works – Superintendent Harry G. Donahue (excused)
- o Village Attorney – Daniel J. Mastrella, Esq.
 - Village Attorney Mastrella shared the following:
 - Solar project – He reviewed the lengthy proposed PPA of the folks that spoke earlier in the meeting, raised a couple of concerns, and was assured they will be addressed. He has an inquiry in to the Assessor as to any effect on tax exempt status as the template calls for a land lease to the owner of the project. He will advise.

• **PERSONNEL ITEMS:**

o Hire to fill remaining DPW Seasonal (Summer) Laborer vacancies (or re-advertise?) – Trustee LaPierre said the new hires approved at the last meeting did not accept the position. He and Spt. Donahue recommend raising the hourly wage of the 3rd year re-hire to \$14.40/hour and re-advertising for the remaining positions at \$12.40/hour. This wage change would equate to an additional \$4,032. Treasurer Hendricks said that can be absorbed. Trustee LaPierre said they hope but have no guarantee it will bring in more applications as the unemployment rate is quite low.

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to authorize re-advertising as follows:

Seasonal SUMMER Employment

The Village of Brockport Department of Public Works seeks 4 individuals to serve as Seasonal (summer) Laborers. 40 hours/week Monday-Friday 7am-3:30pm. \$12.40/hour. No benefits.

Must have valid NYS Driver’s License. Minimum age requirement is 18. Applicants subject to pre-employment & random alcohol/drug testing.

Pick up employment application at Brockport Village Hall Monday-Friday 8:30am-4:30pm or download from Village website: www.brockportny.org.

Turn in completed applications to:
Leslie Ann Morelli, Brockport Village Clerk
127 Main Street, Brockport, NY 14420

Application Deadline: Noon, Thursday, May 31st, 2018

Dated: 5/21/18

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

o Boards/Committees – vacancies notice – Clerk Morelli referred to the draft notice included in the packet.

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to authorization publication of the notice.

**VILLAGE OF BROCKPORT
BOARD / COMMITTEE / TASK FORCE
VOLUNTEER OPPORTUNITIES**

Volunteer vacancies for Village residents:

- Zoning Board of Appeals – meets 1st Thursday 7pm at Village Court (only upon application)
Note: a minimum of 4 hours of training is required each fiscal year (6/1-5/31)
 - 1 vacancy to complete a term to 6/30/20
 - 1 vacancy to complete a term to 6/30/22
 - 1 vacancy for a term to 6/30/23
- Historic Preservation Board – meets 3rd Thursday 6:30pm at Village Court
 - 1 vacancy to complete a term to 6/30/19
 - 1 vacancy to complete a term to 6/30/20
 - 1 vacancy for a term to 6/30/21
- Emily L. Knapp Museum Board - meets 4th Wednesday at 6:30pm at Village Hall
 - 1 vacancy to complete a term to 6/30/20
- Tree Board – meets 3rd Tuesday 7pm (October – May) at Village Hall
 - 1 vacancy to complete a term to 6/30/21
- Parks Committee – meets 2nd Tuesday 7pm (April – October) at Village Hall
 - 1 vacancy to complete a term to 6/30/19
 - 1 vacancy for a term to 6/30/22
- Code Review Committee – meets 4th Monday at 5:30pm at Village Hall
 - 1 vacancy to complete a term to 6/30/19
 - 1 vacancy (Planning Board rep.) for a term to 6/30/21
- Housing Task Force – meets 4th Monday at 5pm at Village Hall
 - 3 vacancies to complete a term to 6/30/20

All Boards/Committees/Task Forces - if meeting schedule falls on a holiday, there is no meeting.

Applicant must be a Village resident & able to use email & internet.
Submit a position interest form via the Village website: www.brockportny.org

Updated: 5/17/18

Deadline: 6/18/18 for possible action at 7/16/18 Village Board organizational meeting - after that - until vacancies filled

For posting: on Village website & at Village Hall & at Seymour Library

- o Tree Board – accept resignation of Melissa Brown –

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to accept with regret the resignation of Melissa Brown from the Tree Board and thanks for her service since February 2016, most recently having served as Chair.

o Welcome Center – re-classify Sal Sciremammano from Management Committee to Greeter –

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to accept the resignation of Sal

Sciremammano from the Welcome Center Management Committee effective April 20th with regret and thanks for his service on the Management Committee and re-classify to Greeter status.

- o Welcome Center – drops / adds to Greeters roster –

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to approve the following changes to the Welcome Center Greeters roster – adds: Susan Smith and David Newman.

- **OLD or NEW BUSINESS:**

- o 5/22/18 5:30pm meeting – Village Board, Sweden & Clarkson Town Boards, Library Board & Director –

VILLAGE OF BROCKPORT
Village Board
special meeting notice

Please take notice that the Brockport Village Board will meet with the
Sweden Town Board, Clarkson Town Board,
Seymour Library Board and Seymour Library Director
at a special meeting to be held
Tuesday, May 22, 2018 at 5:30pm
at the Lodge at the Sweden Town Park – 4761 Redman Road, Brockport, NY 14420.

Leslie Ann Morelli
Brockport Village Clerk

Dated: May 17, 2018

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

- o Monroe County Sales Tax Distribution for 1st quarter 2018 – Mayor Blackman referred to the document from Monroe County in the packet that the Village's share of the 1st quarter 2018 sales tax receipts is \$420,230.22. This compares to \$416,684.01 distributed for the same quarter in 2017.

- o Authorize Mayor to sign Chatfield Engineers proposal re Perry St storm sewer replacement (CDBG) –

→ Trustee LaPierre moved, Trustee Crane seconded, carried 5/0 to authorize the Mayor to sign the Chatfield Engineers proposal re Perry Street storm sewer replacement (a CDBG funded project) in the amount of \$10,525.

- o Grants – NYS Agriculture & Markets – authorize application for community growers for garden at Library –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to authorize application for a New York State Agriculture and Markets Community Growers grant application in an amount not to exceed \$25,000 for a community garden to be located at the Seymour Library.

There is a 10% match that will be fulfilled through in-kind contributions of water for the garden, and administrative staff support (Deputy Clerk Linden will work with the program coordinator to fulfill the terms of the grant).

Note for the record:

J. O'Connell & Associates contact is Chris Herbeck
Village Board contact is Mayor Margaret Blackman
Village Office contact is Deputy Clerk-Treasurer Erica Linden
Seymour Library Board contact is Meg Zimmer

VILLAGE BOARD REPORTS:

- o Mayor Margaret B. Blackman
 - Mayor Blackman provided the following report:

LBHW-another successful year. Slide talk on the 3rd enlargement of the canal in Brockport which became the barge canal in 1918. Craft beer festival in the parking lot by Stoneyard over off Clinton St. had great attendance and no problems. 200 people at canalfront on Saturday; no rain. Canalfront

activities included music by the Brockport buskers and Chris Wilson, stellar performances by 4th grade chorus and 4th-5th grade string orchestra which brought the crowd of parents and grandparents. There were tables of activities for youth and adults and a free pizza picnic for all at the end. We were pleased that our event was attended by Jean McKay of the ECNHC.

Community Growers garden grant—worked with Erica Linden on this grant which was pulled together in record time. It is bringing together the Seymour library, local farmer/mentors, Brockport food shelf, and youth gardeners.

Tree Board meeting May 15th—webinar on new database, ArborPro, for our trees. It is far more intuitive and logical as well as much more powerful than our current database. Trees are located by GIS coordinates instead of by street address. Will require a reinventory of our trees. We will be applying for DEC urban forestry grant again this year and the database and inventory will be part of it.

2 meetings with Stetson Club re contract; agreement pending notification and approval by village board and Stetson Club members.

Appointment of John LaPierre as Deputy Mayor, effective July 1.

Appointment of Bill Andrews to the position of Village Historian, effective July 1.

→ Mayor Blackman moved, Trustee Kristansen seconded, Trustee Andrews abstained, carried 4/0 to appoint William Andrews as Village Historian effective 7/1/18 once he ceases being Trustee 6/30/18.

Solar array project - correspondence to Larsen Engineers:

Please let this message stand as a termination of our arrangement with Larsen Engineers and Solar Liberty for the development of a solar array in Brockport. After three years that project came to nothing, so we are actively pursuing options with another solar developer.

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

On May 17, I attended a meeting of the Low Bridge High Water committee and the regular monthly meeting of the Historic Preservation Board. At the latter meeting, I reported on my attendance at the Statewide Historic Preservation Conference in Albany, suggesting that we implement some of the suggestions presented there. Since the last regular Board meeting, I have been heavily involved in opening the Welcome Center for the canal season. We opened on May 18. We do not yet have a full complement of regular Greeters, so I have spent a lot of time in collaboration with other members of the Canalfront Management Committee in finding Greeters to fill all the shifts. Finally, on a personal note, I spent May 8 through 12 on a trip to Berkeley, California, to visit my son's family there and to attend the graduation ceremony at the University of California where my grand-daughter graduated in three years with a 3.98 average and an award for the best senior thesis in the college.

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

On May 5th I attended the Parks Committee meeting.

On May 12th I enjoyed the festivities at the Low Bridge High Water Festival. Good music, lots of kids and free pizza.

On May 14th I attended the Planning Board meeting. After the SEQRA process was finished the Parish Center addition to Nativity Church was approved. Fazoos was granted approval to open a casual bistro in a currently vacant space on Main Street. And a driveway expansion was tabled pending clarification on an easement issue.

This afternoon I attended the Housing Task Force meeting. We are studying some of the Comprehensive Plans developed by Ingalls, looking at how they dealt with housing issues.

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

On May 8th and May 11th, I facilitated meetings with participants and Harry Donahue (DPW) regarding the plan for the tree surrounds. As everyone by now knows, the tree surrounds on Main Street are going to be "re-vamped" this season. The plan is...

- the perennials and some bulbs inside the tree surrounds will be removed and replanted in various public village gardens. (I am in the process of notifying particular individuals regarding plantings that were dedicated in some way.)
- the soil, etc. will be removed to a height the same as the solid side section of the surround
- a "moat" will be created around the root crown of each tree
- 40 flowering myrtle plants will be placed in each tree surround

On May 25th early AM, I will be creating a "template" of what we need to do at one of the tree surrounds on Main Street...this will be used as a guide by the "renovators" on June 9th.

The first work day will be June 9th starting at 9 AM at Strand Theatre...on hand to complete the above task will be Brockport Garden Club members, various community members, DPW employee with front loader to assist with dirt removal. Workers will work in teams of two on pre-determined tree surrounds with support from DPW. Please let me know if you would like to help.

This plan will most likely not be completed in one day. The second work day will occur somewhere around June 16th.

Watering of the new myrtle plantings will be completed by DPW. (as well as individual volunteers when needed)

The tree surrounds on Market Street are not part of the plan at this time...there are some separate issues regarding those tree surrounds that need to be looked into further before any action is taken.

Going forward, I am recommending that the VB hire a part time experienced landscaper/gardener (either an individual or a business) to solely lead the attention and maintenance of the various gardens in the village. This hire could fall under the DPW budget with responsibilities solely for the village gardens. I am willing to look into this if the VB is willing to consider the hiring.

If there are questions regarding our plan moving forward, please contact kkristansen@brockportny.org

On May 9th and 14th, I met with the negotiations teams representing the village and the Stetson Club regarding contract.

On May 14th, I attended the PB meeting. Two applications were approved and one was tabled.

May 15th...I met with BISCO regarding the Arts Festival.

May 16th...I attended the Seymour Library Board meeting as a liaison. I encourage residents to attend the joint municipal/library board meeting tomorrow evening at 5:30PM at the Sweden Town Park Lodge regarding funding of the library.

Congratulations and thank you to Chief Cuzzupoli and the BPD for their effective community policing efforts including foot patrols and neighborhood visits.

In light of David Miller's announcement, I will be meeting with him on Tuesday morning to gain knowledges and strategies of how to continue the legacy he has created and been successful with benefitting the village residents quality of life. I wish him well in his future endeavors.

- o Trustee John D. LaPierre
 - Trustee LaPierre shared the following:
 - DPW Seasonal (Summer Laborers) – has been working with Spt. Donahue on filling the vacancies and raising the hourly wage.

EXECUTIVE SESSION:

→ At 9:05pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the Board of Trustees of the Village of Brockport enter executive session to discuss Stetson Club contract negotiations for a new collective bargaining agreement.

Treasurer Hendricks and Chief Cuzzupoli were invited to sit in.

→ At 9:42pm, Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

ADJOURNMENT:

→ At 9:43pm, Trustee Crane moved, Trustee Kristansen seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk

GREENSPARK

GREENSPARK SOLAR

Village of Brockport PPA



 Loyal to People. Loyal to Planet.

Rochester's Solar Revolution

Mission & Purpose

Loyal to People. Loyal to Planet.

GreenSpark is a fully independent solar company with a mission to provide diverse renewable energy solutions that produce meaningful cost savings, local economic benefits, and a better balance with our planet for homeowners, business owners, community partners, and more.

Certified B Corp



GreenSpark Solar® is a Certified B Corp, having passed a rigorous assessment of responsible business practices, including social and environmental performance, accountability, and transparency. We're dedicated to using our business as a force for good.





GREENSPARK

DEVELOPMENT

GreenSpark Solar's Origination Team is tasked with guiding solar projects from the conceptual stage to financial close. This includes interconnection and utility negotiation, permitting, engineering design and land lease negotiations.

PROCUREMENT

As member-owner of the Amicus Solar Cooperative, GreenSpark is proud to offer industry-best pricing from the most reputable solar manufacturers in the world.

INSTALLATION

Our experienced Project Management Team combined with our NABCEP certified installers will ensure the successful construction and operation of the PV system. GreenSpark also works with select subcontractors to bolster our installation team and ensure the highest quality of workmanship. GreenSpark is a fully bonded and insured, turnkey Solar PV Energy Installer with more than 10 years experience.

OPERATIONS & MAINTENANCE

GreenSpark's Operations Division will provide around the clock monitoring and support. The rapid deployment of our technicians to minimize downtime and maximize the return on your investment.



Commercial Projects

LONG ACRE FARMS

72kW
Production: 100kWh/yr

June 2015

HYPERQA

The 72kW ground mount array is projected to save the Macedon, NY business, which includes a farm, ice cream shop and winery, over \$300,000 during its lifetime and will cover 100% of their electric load. GreenSpark handled all aspects of development and construction of the array. The project was financed through LFC Capital's lease to own program that allows Long Acre to take ownership at year ten.

- Development (Permitting & Grants)
- Procurement
- Installation
- Operations & Maintenance

CHERRY LAWN FRUIT FARMS

158.4kW
Production: 200kWh/yr

September 2015

HYPERQA & USDA REAP

The installation in Sodas, NY is expected to cover over 100% of the fruit orchard's electric load while saving over \$26,000 annually, and \$650,000 over the life of the array. The project utilized a short-term loan associated with federal tax credits, as well as a long term loan through their local bank. GreenSpark also accessed a USDA REAP program grant for the owners through the USDA REAP program.

- Development (Permitting & Grants)
- Procurement
- Installation
- Operations & Maintenance

MESNER CARPET

21.4kW
Production: 25kWh/yr

September 2016

HYPERQA

Mesner Carpet Rugs Flooring installed a 21.4kW solar array at their store in the Village of Pittsford in the summer of 2016. The array was the first solar project built in the Village of Pittsford's Historic District. The company, located in the village's former post office building, was added to the National Historic Registry last year.

- Development (Permitting & Grants)
- Procurement
- Installation
- Operations & Maintenance



Commercial Projects

GREENSPARK

UPSTATE DOOR

400kW Ground Mounted

December 2015

HYDEPARK & USDA REAP

1.5 MW Ground Mounted

June 2015

HYDEPARK

Upstate Door's 400kW ground mounted system is expected to cover over 50% of the Warsaw, NY home's energy needs, generating \$50,000 in savings annually and at the \$1.7 million lifetime of the array. GreenSpark successfully obtained a USDA REAP grant on behalf of Upstate Door. The owner also became a residential customer that same year.

- DEVELOPMENT PARTNERS**
- Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance

GENERAL MOTORS

455kW Ground Mounted

September 2016

HYDEPARK

1.5 MW Ground Mounted

June 2015

HYDEPARK

As part of its commitment to 100% renewable energy by 2050, General Motors contracted GreenSpark New York through Meridian Solar to install a 455kW solar array at its plant in Rochester, NY. SunCo Energy, a grant on behalf of GM through the NY Sun Initiative. The array has over 1,500 panels and 15 inverters.

- DEVELOPMENT PARTNERS**
- Meridian Solar
 - Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance

STOWE ELECTRIC & HYDE PARK ELECTRIC

2.77 MW Ground Mounted

December 2016

HYDEPARK

1.5 MW Ground Mounted

June 2015

HYDEPARK

GreenSpark installed two ground mounted solar arrays for Stowe Electric and Hyde Park Electric in 2016. GreenSpark managed and performed all installation services on the arrays, which both host 4,100 panels. The arrays will generate 100% production from the array will benefit the two Vermont's goal of 50% renewable energy by 2050.

- DEVELOPMENT PARTNERS**
- Entire Renewable Energy & Namaste Solar
 - Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance



Municipal / Institution Projects

GREENSPARK

TOWN OF WILLIAMSON

1.5MW Ground Mounted

June 2015

HYDEPARK

1.5 MW Ground Mounted

June 2015

HYDEPARK

Williamson became the first town in the state of NY to supply 100% of all municipal loads with solar energy after GreenSpark developed, designed, and installed a 1.5MW solar array at the town's capped landfill. The project will be owned long term by the town of Williamson and was installed in partnership with Namaste Solar.

- DEVELOPMENT PARTNERS**
- Kenyon Energy & Namaste Solar
 - Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance

MACARTHUR ELEMENTARY

(Binghamton City School District)

372kW PV Array

September 2015

HYDEPARK & USDA REAP

2.1MW Ground Mounted

November 2015

HYDEPARK

MacArthur Elementary is a net-zero school that was rebuilt after flooding damage caused by Tropical Storm Lee in 2011. The new school incorporates a 372kW PV array dispersed on the school's various roofs. The project is owned by the Binghamton City School District and was installed in partnership between SunCommon and Schuler-Haas.

- DEVELOPMENT PARTNERS**
- Schuler-Haas
 - Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance

CLARKSON UNIVERSITY

2.1MW Ground Mounted

November 2015

HYDEPARK

2.1MW Ground Mounted

November 2015

HYDEPARK

Clarkson's 2.1MW solar array in Potsdam, NY is the largest project that GreenSpark has installed to date. The University will offset 10% of its electrical needs from the off-site solar array, which is financed through a Power Purchase Agreement with Community Energy, Inc. GreenSpark partnered with Namaste Solar on the conclusion of the project.

- DEVELOPMENT PARTNERS**
- Community Energy & Namaste Solar
 - Development (Permitting & Grants)
 - Procurement
 - Installation
 - Operations & Maintenance

Value Stack (VDER)

- Monetary crediting only. Customers will see a dollar credit on their bill
- Compensation is based on electricity delivered to the grid (not consumed onsite) on an hourly basis
- Projects receiving the Value Stack will have a compensation term of 25 years, then receive compensation structure then in effect
- Excess dollar credits will carry over to next billing periods



POWER PURCHASE AGREEMENT (PPA)

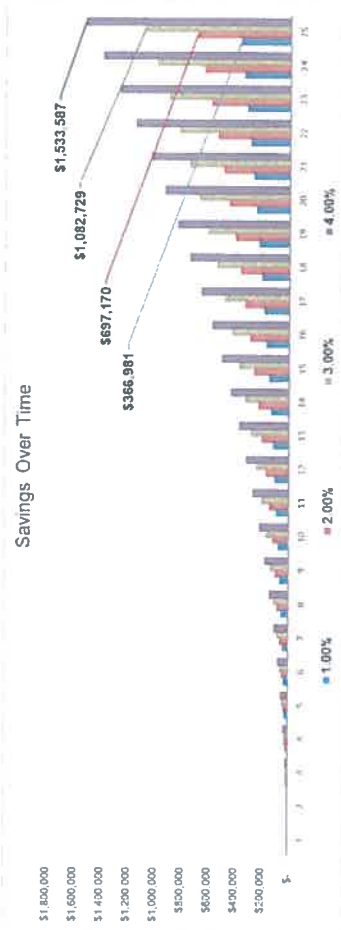
- System Size - 996KW DC
- Estimated Annual Production - 1,165,889kWh

| Year 1 PPA Rate | Term | Escalation Rate | Year 1 Average Value Stack Compensation Rate |
|-----------------|----------|-----------------|--|
| \$0.077/kWh | 25 Years | FIXED | 50.08/kWh |
| \$0.071/kWh | 25 Years | 1% | 50.08/kWh |
| \$0.065/kWh | 25 Years | 2% | 50.08/kWh |

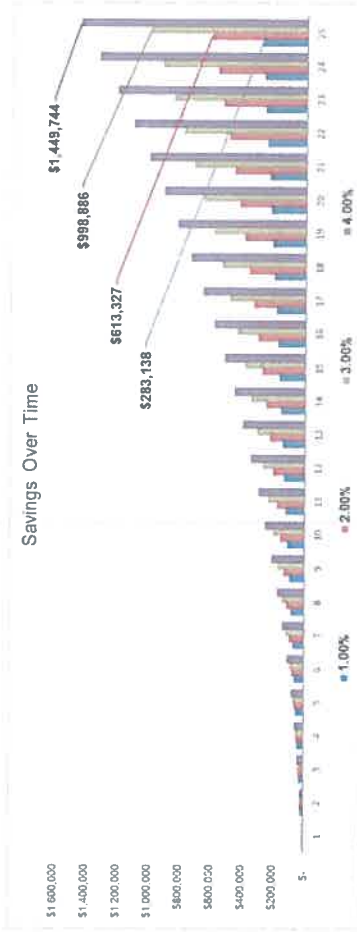
Benefits of a PPA

- **50 capital investment:** There's no upfront cost involved in entering into a solar PPA with GreenSpark.
- **Immediate savings:** Lower electricity bills from day one.
- **Predictable energy costs:** A solar PPA allows a customer to lock in low energy costs and protect their organization from unpredictable fossil fuel-based energy rates.
- **No production or performance risks:** Once a commercial solar system is up and running, there is always the possibility of issues arising that may cause downtime—with a PPA if the system doesn't produce energy, the customer doesn't have to pay.
- **No ongoing operations and maintenance (O&M) costs:** A third party pays for the O&M of the solar system.
- **Off-balance-sheet obligation:** A solar PPA isn't looked at as debt. It functions just like a regular utility bill, so it doesn't tie up capital the customer could use for other investments.
- **Corporate sustainability:** By purchasing clean, renewable energy instead of using energy generated with fossil fuels, organizations can make a real difference for the environment and help set an example for sustainable business practices.

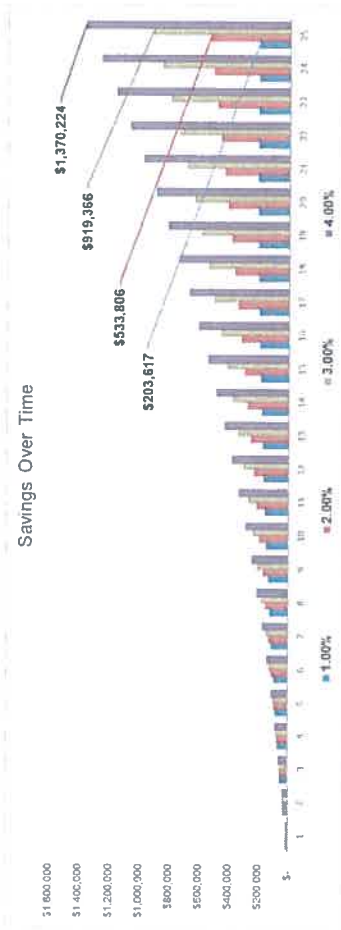
Fixed Price Option - \$0.077/kWh



1% Annual Price Escalation - \$0.071/kWh



2% Annual Price Escalation - \$0.065/kWh



Providing Renewable Energy to NYS for more than 15 years



