

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, December 16, 2019 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Katherine J. Kristansen, Village Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, Public Works Superintendent Harry G. Donahue, Police Chief Mark T. Cuzzupoli, Building Inspector /Code Enforcement Officer Chad H. Fabry, Attorney Daniel J. Mastrella

EXCUSED: Trustee Shawn Halquist

ALSO PRESENT: Village Historian William G. Andrews, Randy Dumas, Cindy Ingraham, Art Appleby, Susan Smith, 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

BROCKPORT HISTORICAL MOMENT: Village Historian William G. Andrews

In an earlier Historic Moment, I gave a brief account of one of Brockport's co-founders, James Seymour. Since then, I have done a bit of additional research on him and tonight I want to bring him up to date. My additional research concerned his career in Rochester. So that is what I will focus on.

Already, while living in Brockport, Seymour was a founder and leader of the Jacksonian political party in what became Monroe County and of the effort for the creation of Monroe County. In 1821 when that was accomplished, he was appointed Monroe County's first sheriff. In 1825, he was elected to a three-year term in that office. While serving as sheriff, he had continued to live in Brockport, but, once he was re-elected, he seems to have concluded that his future lay in the larger town and he moved to Rochester in 1826.

He had quite a successful career in his 21 years in Rochester. He was the first Cashier and, later, the President of the first bank in Rochester, vice president of the Auburn and Rochester Railroad, the first railroad to reach Rochester, and the first treasurer of the Atheneum which evolved into today's Rochester Institute of Technology. He continued to be a leader of the county Jacksonian party.

Perhaps his most important activity in Rochester was as a leader in the campaign to prevent the proposed sale of the Erie Canal and to promote its enlargement. In the 1840s, a widespread rumor held that a group of "managers" of the New York Central Railroad were conspiring secretly to persuade the legislature to sell the canal to them, presumably greasing the palms of pliant legislators with generous bribes. In fact, something similar did happen with the canal's much less successful Main Line system in Pennsylvania.

Henry O'Reilly, a longtime close collaborator of Clarkson's Henry Selden, organized a campaign to prevent the sale. Because the purported sale was only a rumor, O'Reilly focused his campaign on the enlargement of the canal then underway. He alleged that the construction was proceeding too slowly, because it relied on the current toll receipts. He proposed a novel form of funding by having the state issue bonds to be secured by the future revenue from the tolls.

As was O'Reilly's usual practice with organizations that he led, he recruited someone with a

distinguished reputation to be the formal head. In this case, he chose James Seymour. First, Seymour chaired a Rochester meeting that issued a call for the publication throughout the state of its proposal with a view toward putting pressure on the legislature to take the necessary action. To further the project, it called for a Western New York Canal Convention to deal with the issue. Next, Seymour was on a five-member committee that called that Convention. Finally, he was one of its four vice presidents.

Then, in 1832, Seymour was one of eight Rochester men who led a state-wide campaign for the “discontinuance of the sale and use of ardent spirits on board of our public steamboats.” And in 1843, he was a member of a large committee that organized a reception for John Quincy Adams, who visited Rochester fourteen years after he retired from the Presidency.

Seymour did not spend all of his time in Rochester taking part in campaigns for good causes. He was also active in business. Besides his banking and railroad interests, he was a director of two insurance companies, the North American Trust and Banking Company and the Farmers Fire Insurance and Loan Company, both headquartered in New York City.

In 1836, Seymour bought 18,000 acres of land in Michigan and, in 1847, moved there. That ended his Rochester career, but he had an even more distinguished career in Michigan that I detailed in my earlier historic moment. If you want to learn about that, you can buy my most recent Brockport local history book, on sale at the Lift Bridge Book Shop. I think I can assure you that the author will be pleased to sign it for you.

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

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

GUESTS:

- BISCO – Art Appleby & Randy Dumas & Cindy Ingraham - street closure request for 2020 Arts Festival –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 4/1 to approve the application as follows:

Dear BISCO 2020 Arts Festival Co-Chairs:

At its December 16th meeting the Village Board approved BISCO’s request to hold its 26th annual Brockport Arts Festival on Saturday, August 8th and Sunday, August 9th, 2020 and authorized the following street closure from 7pm Friday, August 7th to 8pm Sunday, August 9th, 2020:

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

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

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

When Village property (i.e. streets) are approved for a special use, the user is asked to provide a certificate of insurance that names the Village of Brockport as additional insured. Please have your insurance agent email it to me at Imorelli@brockportny.org. The language to relay to your insurance agent is as follows:

“shall provide a certificate of insurance for Commercial General Liability with limits of not less than \$1,000,000 combined single limit per Occurrence and \$1,000,000 Aggregate. An endorsement naming the Village of Brockport as additional insureds must be attached to the certificate.”

The event will be listed on our 2020 events schedule. Prior to the event, notice regarding the temporary street closures will be published in Suburban News and posted to the Village website. Best wishes for a successful event!

PUBLIC HEARINGS: none
PUBLIC COMMENT: none

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee LaPierre moved, Trustee Crane seconded, Trustee Kristansen abstained due to absence, carried 3/0/1 that the minutes of the 12/2/19 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID:**

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 4/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>	
FUND (A): <u>General</u>	12/16/19	\$44,168.71	
	12/16/19	\$696.01	
FUND (F): <u>Water</u>	12/16/19	\$51,618.35	
	12/16/19	\$53.76	
FUND (G): <u>Sewer</u>	12/16/19	\$241.52	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
			\$96,028.58 total
			\$749.77 total
			\$96,778.35 grand total

CLERK REPORT: Clerk – Leslie Ann Morelli

- Happy Holidays!

- **SEYMOUR LIBRARY REPORT:** (VB meeting the 3rd Monday of each month)
 - David Newman was unable to attend but shared the following via an email today to the Village Clerk:

1) Chad Fabry spoke to the Board regarding the useful life of Library facilities. He estimates that annual maintenance should cost between \$40,000 and \$60,000. He believes the most critical issues are the parking lot (asphalt removal, base repair, and asphalt replacement), sidewalk repair, and HVAC controls and maintenance. He also noted that there is an installation defect regarding the roof that should be addressed by the roof installers. Whether or not it is under warranty, he said that the installers should correct the problem at their expense.

- 2) The HVAC controls are currently broken and require urgent repair.
- 3) The Library study rooms were opened at an event on December 7.
- 4) The library is exploring options for new lighting, anticipating to both improve the ability to read and to save money on electricity.
- 5) The Long-Range Planning committee submitted a draft that will be discussed and voted on at December's meeting.
- 6) Linda Sanford is rotating off the Board. She is from the Town of Sweden.

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)
 - Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 11/30/19 – report included in the packet.
 - Authorize any budget amendments & transfers from contingency –

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 4/0 to authorize the following budget amendments:

Account #	Description	Amount
Expenditures:		
A7510.4030	Historic Preservation Grant	\$14,840.00 (1)
A5112.2000	CHIPS – Road Work	\$38,966.00 (2)
A5410.400S	Streets/Sidewalks CDBG Funds	\$10,000.00 (3)
	Total:	\$63,806.00
	Total General Fund Budget Before Amendment:	\$6,008,944.00
	Amendment:	\$63,806.00
	Total General Fund Expense Budget	\$6,072,750.00
 Revenues:		
A2389.8000	Monroe County – CDBG Roads & Sidewalks	\$10,000.00 (1)
A3089.7000	Other State Aid	\$14,840.00 (2)
A3089.7001	State Aid, CHIPS, PaveNY, EWR Funds	\$38,966.00 (3)
	Total:	\$63,806.00
	Total General Fund Budget Before Amendment:	\$6,008,944.00
	Amendment:	\$63,806.00
	Total General Fund Revenue Budget	\$6,072,750.00

Purpose:

- (1) Establish Budget Accounts for Historic Preservation Grant from NYS. Funds will be used for a survey of the West side of Village.
- (2) Additional Funds from NYS for CHIPS \$4,492, PaveNY \$19,379, EWR Funds \$15,095
- (3) Additional CDBG Funds from Monroe County for Streets/Sidewalks
 - Building / Zoning / Code Enforcement – BI/CEO Chad H. Fabry

- BI/CEO Fabry shared the following:
 - Residential Rental Registrations – the few remaining RRR’s have been submitted.
 - Emergency Operations Plan – now that he has been appointed as Emergency Coordinator for the purposes of the EOP and Clerk Krizen have been appointed Public Information Officer for the purposes of the EOP, they are reviewing it and the work that it will entail. It could be 150 hours of work per year.
 - Stormwater Coalition – he and DPW Spt. Donahue and Clerk McNees met with a representative from Monroe County Stormwater Coalition as to reporting requirements.
 - Records – the Clerks are working on setting up meta tags on the records project for a more meaningful return on queries.
- Police – Police Chief Mark T. Cuzzupoli
 - Chief Cuzzupoli shared the following:
 - Accreditation – reported having attended the meeting in Albany in which re-accreditation was unanimously approved.
 - Stetson Club Holiday Parade – commended the Stetson Club and Rachael Blair as well as DPW for their work on the recent annual holiday parade which drew record float entries and attendance
 - Stetson Club Shop with a Cop – commended the Stetson Club for their work on the recent annual shop with a cop event and thanked Wal Mart for their support.
 - Stetson Club other efforts – participation in the upcoming Polar Plunge to raise funds for Special Olympics.
 - BCSD Spt. Departure – referred to BCSD Spt. Lesli Myers-Small soon leaving to take a position with the NYS Education Department – encouraged stopping by her retirement reception 12/19/20 Noon-4pm at her office.
- Public Works – Superintendent Harry G. Donahue
 - Spt. Donahue shared the following:
 - Leaf collection completed today.
 - NYCOM fall training school report

Below you will see my summary of the Public Works School that I attended in October. It was put on by NYCOM and held at the Hotel Ithaca in Ithaca, N.Y. The conference started on Monday October 21st, 2019 and ended on Wednesday October 23rd, 2019.

On Monday, October 21st,

The first class I attended was “Pedestrian Safety in a Distracted Age”. The speaker for this class was David Orr, the Director of Cornell Local Roads Program and the moderator was Andrew Kohout Superintendent of Public works for the Village of Scotia. The session addressed the safety for pedestrians crossing our streets. Topics of discussion included factors that lead to crashes, common questions about safety and simple solutions using proven countermeasures. We were given many handouts that had links to several state & federal web addresses that provide very informative rules & regulations when it comes to pedestrian safety.

The next class that I attended was Sexual Harassment Prevention. The guest speaker at this class was

Karen Buckley from NYMIR. As we all know in October of 2018 the NYS Department of Labor finalized the Sexual Harassment regulations and guidelines. The first of the Departments requirements was to adopt a Sexual Harassment policy that would be implemented immediately. The second major requirement was to conduct annual employee training for everyone. The focus of this class was to make sure we are prepared to comply with the requirements of the new law and that everyone at our municipality was trained.

We then had our lunch hour at the Grand Ballroom.

After lunch I attended a class on Roadway Preservation and Long-Term Asphalt Repair Techniques from a DPW Superintendents Perspective. The guest speaker was Marc Shuttleworth, Superintendent of Public Works for the Village of Hamburg. This session focused about why we are seeing shorter life cycles on our asphalt roadways and what options are available to help preserve, prolong, and extend the service life of our roads. The discussion topics included roadway inspection and management, asphalt treatment methods, latest trends and technology, success and failure stories, and community outreach utilizing social media and other low-cost alternatives.

The last class of the day was Dig Safely New York. The guest speaker of this session was Chris Flaherty, Field Representative Genesee Valley/Finger Lakes Dig Safely. Chris happens to be the rep that I use for questions and concerns about Dig Safely rules and regulations. He lives in Churchville. The session he taught was on Code Rule 753, as well as a review of best practices during all aspects of excavating. In addition, this presentation will be acceptable for Certified Excavator Program renewal.

Following our classes for the day the WNY Village Superintendents Assoc. of whom I am treasurer hosted dinner for some of the Vendors who were present at the NYCOM Conference.

On Tuesday October 22nd, I attended the early morning breakfast buffet that was held in the buffet room of the Hotel.

Following breakfast, the first session I attended was on Designing and Caring for an Urban Forest. The guest speaker for this session was Jeanne Grace she is the City Forester for the City of Ithaca. As we know urban trees are a critical piece of city and village infrastructure. As with any infrastructure, the urban forest needs planning and scheduled maintenance. This session shared how Ithaca plans and maintains its Urban Forest. It also highlighted helpful tools that any community can use to improve their own urban trees.

The next class was on Right Sizing Your Municipality: Investing vs. Disinvesting. The speaker for this session was Christopher Wallin City Engineer from the City of Schenectady. This session was about a case study in the means and methods implemented by the City of Schenectady to improve and maintain infrastructure and quality of life in the City. It focused on the importance of knowing your municipality and investing in it wisely, creating partnerships for progress and effectively utilizing available federal and state funding.

We then attended the Luncheon put on by NYCOM where they handed out awards to several Superintendents for years of attending the NYCOM conferences.

After the luncheon I attended a class called Ithaca Sidewalk Program: A New Approach to Funding. Eric Hathaway Transportation Engineer for the City of Ithaca was the guest speaker. He talked about how after years of complaints and little to no progress in improving pedestrian infrastructure, the City of Ithaca created a new program to increase revenue for sidewalk projects. The program has been well received and has helped accomplish an unprecedented amount of work for the community.

The last class of the day was on Winter Weather: Snow and Ice Controls. The speaker for this class was James Craw from Cornell Local Roads Program. The session covered the latest and greatest snow and ice controls focusing on salt brine and additives. The right application rates for the type of

snowfall was discussed as well as the cost savings. Also discussed was the environmental aspects. That evening we had a dinner on our own. Then we attended the after hours gathering at the range. NYCOM and WNYVSA sponsored that event.

Wednesday October 23rd That morning I again attended the early morning breakfast buffet held at the buffet room of the hotel.

We then had a meeting of the WNYVSA attending Superintendents before heading off to class.

The class I attended was on Public Works Emergency Management: First In and Last Out. The guest speaker was Harry Reed Retired Superintendent of Public Works, Village of Rockville Centre and Active Member of the APWA. He addressed emergency management for public works departments and highlighted how you can keep yourself and your crew safe when responding to an incident. Harry identified core FEMA courses and explained why they are necessary. He had a lengthy discussion about the importance of working with police and fire in coordinating an effective emergency response.

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

- Village Attorney – Daniel J. Mastrella, Esq.
 - Village Attorney Mastrella shared the following:
 - Seymour Library – shared that he met last week with the Sweden Town Attorney, Clarkson Town Attorney, and Seymour Library Attorney regarding the draft intermunicipal agreement. Discussed NYS Education Law that one of the municipal finance officers needs to be the Library treasurer. This may be appropriately compensated. The position can rotate among the 3 municipalities every 2 years. As the current Village Treasurer is only part time, Brockport can take the 3rd rotation in 4 years. Also discussed a criticism in the Bonadio report of some funds transferred by the Library to the Foundation in process of being transferred back. They are meeting again 12/20/20. Mayor Blackman said to be sure those at the meeting understand and include in the documentation that the Village handles the payroll, benefits, civil service, retirement, etc. for the Library as these functions must be handled by 1 entity altogether.

PERSONNEL ITEMS:

- Boards/Committees/Volunteer Opportunities –

VILLAGE OF BROCKPORT BOARD / COMMITTEE / VOLUNTEER OPPORTUNITIES

Volunteer vacancies – must be a Village resident:

- Zoning Board of Appeals – meets 1st Thursday 6pm 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 - term to 6/30/23
- Tree Board – meets 3rd Tuesday 7pm (September – May) at Village Hall
1 vacancy - term to 6/30/21
1 vacancy - term to 6/30/23
- Welcome Center Advisory Board – meets 2nd Wednesday at 4pm (January – October) at Village

Hall

1 vacancy - term to 6/30/21

1 vacancy - term to 6/30/22

- Parks Committee – meets 2nd Wednesday at 7pm (April – October) at Village Hall
1 vacancy - term to 6/30/23
- Ethics Board - meets TBD at Village Hall (only as needed)
1 vacancy - term to 6/30/21

Volunteer vacancies – do not have to be a Village resident:

- Welcome Center Greeter (mid-May – mid-October)
- Emily L. Knapp Museum Volunteer

All Boards/Committees/Task Forces:

- if meeting schedule falls on a holiday, there is no meeting
- must be able to use email & internet

Submit a position interest form via the Village website: www.brockportny.org

Application Deadline: until filled

Dated: 12/03/19

For posting on Village website and Village Hall bulletin board.

OLD or NEW BUSINESS:

- Amend Fee Schedule to include incentive zoning application fee – tabled until BI/CEO Fabry provides more information and a recommendation.

VILLAGE BOARD REPORTS:

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

Conference call with Reimagine the Canal 12/4—Task force finished their work (collecting and collating information from the summer workshops) on 12/5—their information to be turned over to Reimagine area committees who will make recommendations to the governor. In sum, no information was forthcoming. I asked about who municipal leaders should contact for updates—Jackie Schillinger, communications director, of the Canal Corp with whom I speak fairly regularly.

12/5 Meeting with supervisors re library MOU: The MOU is the follow up to the Bonadio Report and it has been through a few iterations. LuAnn Cenci took a stab at revising an MOU that Sweden had created with comments/edits from Brockport and Clarkson; that was followed by Supervisor Johnson's editing of LuAnne's document, followed by my editing of Supervisor Johnson's editing, followed by lunch. Everyone seems to be in agreement with the financial end of it. Brockport alone strongly believes that the municipalities should not be dictating or directing in any way library programming.

12/8 Holiday of Lights parade: I was pleased to serve as one of the judges, along with Chief Cuzzupoli. 45 floats, bearable weather, a record public turnout, a beautifully decorated Christmas tree by our DPW, donated by William and Charlene Noel on Clarkson/Hamlin Townline Road. This year the tree lighting was better organized and announced by the MC. Thanks to the VB for showing up for the

lighting. A great kickoff to the holiday season.

12/11 Negotiations with CSEA over a new contract continued at a second meeting with some progress reported. Trustee Kristansen, Treasurer Hendricks and I represented the Village.

12/16— I and Parks Committee Chair Linda Ketchum met with the Sweden Foundation re financial assistance with upgrades to Corbett Park. We have applied a third time for a CFA parks and recreation grant for badly needed upgrades to Corbett Park. One of those upgrades is a fitness court that would accommodate adults of all abilities and ages. So, we approached the Sweden Foundation about assistance with fundraising for this piece of equipment. We will know more about their endorsement and the outcome of our CFA application in January.

Motion to amend the 12/2/19 resolution re 2020 Medicare retirees to the following:

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 4/0 to amend the 12/2/19 resolution regarding 2020 Medicare retirees as follows:

The Village will cover the Stetson Club Medicare retirees deductible and out of pocket expenses associated with the medical plan upon reimbursement request.

The Clerk and Treasurer will collaborate on how best to process such and will advise these retirees.

Joyous, safe holidays to all. We'll be back in the new decade.

- Trustee/Deputy Mayor John D. LaPierre
 - Trustee LaPierre shared the following:
 - Stetson Club Holiday Parade – decent weather & great turnout.
 - Financials – reviewed the Treasurer's monthly bank reconciliations.
 - Departments – regularly visit and meet with departments for which he is liaison.
 - DPW – snow plow had a problem that was able to be fixed in house.
 - Happy Holidays.
- Trustee Annette M. Crane
 - Trustee Crane provided the following report:

On December 7th I volunteered at the Morgan Manning House's Candlelight Christmas, followed by the event at the Seymour Library to welcome new librarian, Mike Boedicker and his wife and see the new study rooms.

On Sunday December 8th I enjoyed the Holiday Parade and lighting of the tree.

On December 2nd I attended the Town Board workshop, which included a discussion of their proposed law concerning 5G small cells. On December 10th I attended the Town Board meeting which included the public hearing about the small cell law. It was stated at the workshop that after the public hearing the law would be redrafted due to changes in state and federal law and feedback from Verizon. The Village will also be working on small cell regulations.

On December 11th I attended a Parks Committee subcommittee meeting discussing plans for Corbett Park.

- Trustee Shawn Halquist (excused)

Leslie Ann Morelli, Village Clerk