

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, June 2, 2014 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Valerie A. Ciciotti, Trustee Carol L. Hannan, Trustee John D. La Pierre, Clerk Leslie Ann Morelli

ALSO PRESENT: Joan Hamlin, Pam Ketchum, Linda Ketchum, Jackie Morris, Allan Berry, Andrew Saul, Steve Zisovski, Fred Webster

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

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies

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

BROCKPORT HISTORICAL MOMENT: Trustee/Deputy Mayor Andrews shared the following:

Given our current interest in setting up a housing task force, it may be interesting to compare housing in Brockport today with housing in Brockport a century and a half ago, mostly using census data.

In 1865, Brockport had 495 family households (96.7%) and 17 non-family households

In 2000, Brockport had 1,220 family households (50.9%) and 1,179 non-family households

In 1865, Brockport had 3 vacant houses (0.6%)

In 2000, Brockport had 190 vacant houses (7.3%)

In 1865, the least valuable home was worth \$150 and the most expensive was worth \$6,500—43 times as much.

In 2004, the least valuable home was assessed at \$35,000 and the most expensive at \$205,000—5.9 times as much.

An employee of Brockport’s street commission in 1865 earned \$0.875 a day, so it required 1,028 days labor to buy a median-priced home worth \$900.

A DPW worker in 2004 earned \$252 a day, requiring 345 days to buy a median-priced home worth \$87,000.

Just a few of the statistics you can mine from my Early Brockport book.

PUBLIC HEARING: none

PUBLIC COMMENT:

- Joan Hamlin of Park Avenue reminded the Board that at the public hearing on Village Code Chapter 36 she asked about a change in section 18 article 2 that seems to refer to the Village Board instead of the ZBA. She said the response was that it hadn’t changed. However, she reviewed the 2008 version and it says ZBA, not VB.

Trustee Hannan said this might be because the Village Board oversees the BI/CEO, not the ZBA.

Clerk Morelli retrieved the current Village Code book that has the 2008 version of Chapter 36.

Trustee Ciciotti suggested this be put off as it is public comment.

Trustee Hannan suggested calling CRC Chair Appleby to ask for clarification as the plan was to vote on the Chapter 36 amendments tonight.

- Andrew Saul of Main Street – thanked the Village Board for their honest and hard work. He said more citizens appreciate it than they know. He shared that he has 2 ongoing concerns. The first is the graffiti on the house at Main and Monroe across from the Morgan Manning House. It has been there for 13 months. He hopes the new BI/CEO will take 15 minutes to contact the property owner to get it eradicated. The second is what he believes to be ineffective crosswalks on Main Street. He said they should be wider and painted more prominently. Clerk Morelli reminded the Board that Main Street is under the jurisdiction of NYS DOT. A. Saul said he believes Village officials should contact NYSDOT in writing, on Village letterhead, to suggest the improvements.

Andrew Saul commented that he watches the Village Board meetings on television and is glad people

are taking the opportunity to speak under Public Comment. Since many people view the meetings on TV or read the minutes, he wants to encourage them to call 911 with issues – not just emergencies. He said 911 is the all purpose dispatch for pretty much everything except Building Inspection/Code Enforcement and Dog Control. For BI/CEO David Miller call the office at 637-5300 X14 or his cell at 435-5720. This information is in the Village website and his business card. For Dog Control, call Kathy Beaumont who handles Sweden, Clarkson, Brockport at 637-4260 or pager 525-7615. He said he has spoken with both and they want to be called as do Brockport Police Department via 911. If there are issues re noise, littering, disorderly house, underage drinking, etc, it is better to call at the time it is happening or if there is concern that those drinking don't look of age. Police can't stop and ask for ID's at a house unless there are complaints. Police have a role in code enforcement. If several complaints come in for a particular address it is known as a disorderly house. Call 911 to empower the Police to investigate. Don't deal with it yourself and try to be a hero. Let the right people handle it. Enable them to do their jobs. Open containers are illegal in vehicles, in public parks, on public sidewalks. Alcohol gets young people in trouble. He shared that his own son was hospitalized twice while in College. If you want to see police presence in a certain area of the Village, ask for special attention.

OATH OF OFFICE: none

CERTIFICATES & PROCLAMATIONS: none

GUESTS:

- Jackie Morris, Village Historian/Museum Director – Emily L. Knapp Museum & Library of Local History – 1/6/14 proposal adopted by Village Board as to composition of committee – Historian Morris introduced Museum Committee Member Allan Berry to present a proposal.

Allan Barry said he is glad to help. He thanked Trustee Hannan for serving this past year as the Village Board liaison to the Emily L. Knapp Museum and Library of Local History. Her work is noteworthy and appreciated. He read the following prepared statements:

To Brockport Village Board:

Nine people interested in supporting the Emily L. Knapp Museum Committee met on April 9, 2014. Five of those people are residents of the Village of Brockport. The purpose of the meeting was to discuss the request of the Brockport Village Board to create Museum Board which consists of 9 village residents, while granting "volunteer" status to non-residents who are interested in helping out. There was concern that limiting membership to just village residents will make it very difficult to create a full board of nine. In addition, we feel that it would be an injustice to limit the committee to only village residents.

Many, many hours have been invested over the past two or three years to update the museum and to organize its surprising large collection of information as well as artifacts. Much of this valuable work was done by non-residents, and we feel that they are entitled to have a say in further actions of the group. The Village Board has ultimate say in what happens, anyway, so any recommendations by the Museum Committee will ultimately be checked anyway.

We understand the desire of the Village Board to involve only village residents in its decision making. However, we feel the need to point out that history does not follow geographic boundaries, unlike the Planning and Zoning Boards. People who lived in Brockport have always traveled beyond the village lines, creating history there. Likewise, those who live beyond village lines have created history in Brockport. People in Brockport have been influenced by people and events outside of village lines.

The Emily L. Knapp collection includes pictures of residents and non-residents, taken in Brockport and outside of Brockport. It includes items used by area residents to help depict a way of life common to those who lived in another era, whether in the village or in another location. We ask that you allow us to reflect this same diversity by allowing non-village residents to be part of the nine member Museum Board.

Signed by members of the ELK Committee

Dear Mayor & Trustees:

I am a member of the Emily L. Knapp Committee and have a number of issues that I would like you to consider.

The Village Board of Trustees unanimously adopted a resolution on January 6, 2014 that provided a clear set of regulations related to the Emily L. Knapp Museum (ELK) including a mission statement, purpose, etc. While the regulations are long overdue and provide a clear purpose and direction I would like to ask that the Village Board consider seeking input from the Emily L. Knapp Committee in the future when regulations relation to the museum are being considered.

The purpose of this letter is to provide input to the Village Board and request that you reconsider the regulations relative to ELK.

- The January 6 resolution establishes the Emily L. Knapp “committee” to “...oversee the operation of the Emily L. Knapp Museum.” Please consider changing the name of the Emily L. Knapp Committee to the Emily L. Knapp Board. While a minor change this would seem to be consistent with other volunteer boards that provide service to the Village such as the Historic Preservation Board, Tree Board etc.
- Also contained in the resolution is a requirement that members of the Executive Committee “...must be legal residents of the Village of Brockport”. Given the fact that many of the current members of the ELK Committee are not residents of the Village and considering that these individuals have provided valuable volunteer service to ELK for many years I would ask that you consider removing the residency requirement all but the Director of the Emily L. Knapp Museum and Village Historian. Let me make a number of points relative to this issue for your consideration:
 - o It is understandable that the Village Board values the contribution of residents; however, a village only pool of resources may not be large enough for the variety of talents and level of participation necessary for the success of the museum.
 - o The Village does not require its police officers or other employees to meet a residency requirement.
 - o The history that is preserved in the ELK is not limited to the Village of Brockport and it would seem that the volunteers who support the museum should not be restricted to Village residency.
 - o While the ELK Committee is responsible for the oversight of the museum it is also a fact that the committee has limited authority and requires the approval of the Village Board for most decisions of importance as outlined in the resolution.
 - o Membership on the board might better be based on the interest, talents and the ability of the candidates rather than on geography.

If, after having considered this request, the Board feels that residency is of such importance that it should remain a requirement for voting members of the ELK Committee I would ask that you consider “grandfathering” those current members of the committee who are not residents.

Thank you for considering this request.

Sincerely,
Allan R. Berry
Emily L. Knapp Museum Committee

The original resolution and proposed changes are as follows:

MISSION STATEMENT: The Emily L. Knapp Museum is an educational institution dedicated to collecting, preserving, and providing access to the heritage and history of **the greater Brockport area**.

PURPOSE: The purpose of this motion is to formally establish, by Village of Brockport, Board of Trustees (Village Board) action, a **committee board** to oversee the operation of the Emily L. Knapp Museum.

COMPOSTION OF THE ~~EXECUTIVE COMMITTEE~~: **EMILY L. KNAPP MUSEUM BOARD**:

The ~~committee~~ **ELK Board** shall be comprised of 9 voting members, including the Museum Director, Village Historian and 7 members approved by a vote of the **Village** Board, ~~who must be legal residents of the Village of Brockport~~. In Addition, the ~~Executive Committee~~ **ELK Board** will have one faculty member from the College at Brockport’s Program in Museum Studies/Public History, **to be recommended by that program’s faculty. This individual will serve as a consultant and as a non-voting member of the ELK Board** and will be ~~selected by that program’s faculty~~ **be subject to approval by the Village Board. ELK Board Committee** members will serve for a term of three years, with initial appointments of one, two and three years. Thereafter, committee members will be appointed or reappointed for terms of three years. The Board of Trustee liaison will be an ex-officio member of the museum’s executive board, without voting rights. **All members and volunteers of the ELK Board shall serve at the pleasure of the Village Board.**

~~COMPOSITION OF COMMITTEE~~ VOLUNTEERS:

Additional ~~committee member~~ volunteers **who are not members of the ELK Board** may be recommended for consideration **appointed by the ELK Board subject to the approval of** the Village Board ~~who are not required to be village residents. They will not have voting rights of executive~~

~~committee members~~. Emily L. Knapp Museum volunteers **serve at the pleasure of the Village Board and** may serve indefinite terms, or until they notify the **Museum Board** ~~executive committee~~ of their
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decision to resign.

THE MUSEUM DIRECTOR:

The Emily L. Knapp Museum Director will be nominated by a member of, and approved by a majority of the Village Board following **the receipt of a written recommendation from the ELK Board**. The Director will serve for a term of three years and thereafter, until reappointment/approval or resignation, for additional three year terms. The Director will be a legal resident of the Village of Brockport and may serve as Village Historian/ Director at the discretion of the Village Board. Duties of the Director include:

- serving as registrar, curator, conservator, and public educator of the museum's collections
- calling official **monthly** meetings ~~as necessary~~.
- chairing all meetings.
- **submitting minutes of all meetings to the Village Board**
- reporting to the board of trustees at least yearly on the state of the museum: accomplishment(s) and/or goal(s) of the committee.

The Museum ~~Board Executive Committee~~ will:

- give public notice of official meetings or a schedule of for the village clerk to post.
- work with and inform the **Village** Board liaison of requested actions.
- direct meeting records to be kept and a copy given to the village clerk.
- submit requests for expenditures.
- review volunteer applications and submit them for **Village** Board approval.
- set museum hours and staffing schedules.
- write yearly or short term goals and objectives for the museum.
- review goals and objectives, as appropriate.

COMMITTEE VOLUNTEERS will:

- assist in the staffing of the museum.
- provide input to the Director and ~~Board Executive Committee~~.
- assist in the completion of goals and objectives.
- serve for an indefinite term, until their resignation to the board is provided or requested.

Allan Berry shared a story from his work at Brockport Central School District about a candidate and her many qualifications including past work with and reference from the FBI Director – but was not on the Civil Service list.

Trustee Hannan suggested tabling decision on the proposal until the Village Board has an opportunity to discuss at the next meeting – possibly in executive session due to personnel.

Mayor Blackman thanked J. Morris and A. Berry and encouraged the Board to review the proposal and be prepared to discuss at the June work session.

CONSENSUS ITEMS:

• **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 5/0 that the minutes of the 05/19/14 meeting be approved as amended.

• **APPROVAL OF BILLS TO BE PAID**

→ Trustee Hannan moved, Trustee La Pierre seconded, carried 5/0 that the bills be paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	5/30/14	\$100,213.78
FUND (F): <u>Water</u>	5/30/14	\$724.55
FUND (G): <u>Sewer</u>	5/30/14	\$2,258.58
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$103,196.91 grand total

CLERK REPORT: Clerk – Leslie Ann Morelli

- o Village tax bills went out 5/30 – collection 6/2-10/31 –

- Workers Comp refund – Clerk Morelli reported an additional \$11,000+ refund presented at the recent program meeting. She and Treasurer Hendricks believe the reserve is adequately funded, so this can be considered unanticipated revenue to the General Fund.

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PERSONNEL ITEMS:

- Police Chief Varrenti 211 waiver application renewal process -

→ Trustee Hannan moved, Trustee La Pierre seconded, carried 5/0 to adopt the following resolution:

RESOLVED:

- a) That the Village Clerk has requested and is awaiting Monroe County Civil Service promotional and open competitive certification of eligibles lists for Chief of Police to canvass.
- b) If responses to the canvass are that there are not 3 non retired qualified candidates interested in the position of Chief of Police, authorizing and directing the Mayor to sign the waiver renewal application immediately.
- c) Authorizing and directing the Village Clerk to then immediately submit canvass materials to Monroe County Civil Service and waiver renewal application and copy of canvass materials and this resolution to New York State Civil Service and Daniel P. Varrenti.

- Drops/Addds – Welcome Center Greeters -

→ Trustee Andrews moved, Trustee Hannan seconded, carried 5/0 to drop the following as Welcome Center Greeters with thanks for their service: Krista Cameron, Valerie Ciciotti, Roberta Heseck, David Kaufmann, Rosemary Liese, Rick Nicholson, Tom & Traci O’Sullivan, Christine Pecora, Dick & Carol Rizzo, Jennifer Rowley, Louis Smith.

→ Trustee Andrews moved, Trustee Hannan seconded, carried 5/0 to appoint the following as Welcome Center Greeters: Deb Adams, Robert Leisening.

- DPW Seasonal (Summer) Laborers – Search Committee hiring recommendation – remaining spot - The 4th hire approved at the last meeting fell through.

→ Trustee La Pierre moved, Trustee Andrews seconded, Mayor Blackman in favor, Trustees Ciciotti and Hannan opposed, carried 3/2 to hire Bryan Schmidt as a Seasonal (summer) Laborer for the DPW at a rate of \$8.50 per hour with no benefits, pending successful completion of required pre-employment drug and alcohol testing.

- RFP responses – Village Attorney – Mayor Blackman shared that there were 5 responses to the request for proposal for Village Attorney. Any interested Village Board member and Department Head are welcome to serve on the Search Committee to review applications and conduct interviews. Mayor Blackman said Trustee La Pierre is studying and will do a compare/contrast of the proposed fees for services.

- Vacancy notice responses – Part Time Building Inspector/Code Enforcement Officer – Mayor Blackman shared that there were 6 applications submitted. She said the Treasurer confirmed there are adequate funds to hire 2 instead of 1. Trustee Ciciotti checked with BI/CEO Miller who confirmed the need and that it makes sense to hire 2 either at the same time. He could stagger the start dates if needed. Clerk Morelli checked with Civil Service and the hiring of 2 instead of 1 is fine.

→ Trustee Hannan moved, Trustee La Pierre seconded, carried 5/0 to move forward with the process to fill the vacancy, with 2 instead of 1 Part Time BI/CEO’s.

OLD or NEW BUSINESS:

- Authorize Mayor to execute 6/1/14-5/31/15 Pro Squared Facility Services Agreement – Museum via Shafer Trust - There was some confusion as to the cleaning proposal not having been reviewed and recommended by the ELK Committee. It was agreed to table action until the ELK Committee reviews the proposal and makes recommendation to the Village Board.

- Authorize grant application – NYS Canalway Grants Program – Brockport Rowing Project

with College – Mayor Blackman said the organizers of the regatta formed a rowing club in Spencerport and want to bring it to Brockport. BCSD and SUNY College at Brockport have been part of the conversation over time.

Trustee La Pierre asked what the Village's financial liability would be. Mayor Blackman said up to \$75,000 between the Village and College and it can be in-kind and donations. Trustee La Pierre asked if the grant application could be withdrawn if the in-kind and donations do not come to fruition. He said he'd like to see it more clearly defined.

Trustee Hannan concurred and suggested the College representatives come to the Village Board to

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detail the plans. Mayor Blackman said she could arrange that.

Trustee Hannan said she is ok with applying for the grant, but withdrawing it if it doesn't all come together.

Trustee Ciciotti said this is the first she's seen on this and is concerned of the financial or in-kind commitment. She said there are more pressing issues. She would want to be more fully informed.

Trustee Andrews said the Board needs an opportunity to review the application. He would support making the application, but withdrawing if it doesn't all come together.

Mayor Blackman said she has mentioned this rowing project a few times over the last year and a half. This is simply the first time it has been an agenda item with action needed. The grant deadline is nearing. She would be happy to share the application once completed and withdrawing the application or declining the award if it doesn't all come together.

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

RESOLVED, to authorize application to the NYS Canalway Grants Program, offered through the 2014 funding round of the Consolidated Funding Application, to implement the Brockport Rowing Project in partnership with the College at Brockport. Funding between \$25,000 and \$150,000 with a 50% match which doesn't have to be cash, but can be in-kind. This is with the understanding that when the Village Board has had an opportunity to review the application, it can be withdrawn.

- Authorize grant application – NYSDOT TAP – Safe Routes to School project – Mayor Blackman said this has been discussed previously.

Trustee Ciciotti said this is the first she's seen on this and questioned the 20% match.

Trustee Hannan asked what that equates to.

Mayor Blackman said it can be in-kind. The application deadline is 6/16.

Trustee Andrews asked how this relates to the \$50,000 GTC grant through Walk Bike Brockport.

Mayor Blackman said they are related and would occur simultaneously. Folded into it is the repair of the Smith Street Bridge approach and steps as it is part of the walking route.

Trustee La Pierre said it would help to improve infrastructure.

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

RESOLVED, to authorize application to the NYS Department of Transportation's 2014 Transportation Alternatives Program (TAP) for a Safe Routes to School project.

The Village of Brockport will make infrastructure improvements along several major routes that Village children use to walk and bike to Oliver Middle School. These routes comprise of major streets in the Village which traverse both sides of the Canal and connect residential areas to Oliver Middle School.

The Village is both the Sponsor and the Applicant for this project. If this project is funded the Village agrees to enter into a formal agreement with the NYS Department of Transportation; pay project costs up front and then request reimbursement of eligible costs; and accept responsibility for the project development in accordance with federal requirements. Funding is at least \$200,000 with at least a 20% match which doesn't have to be cash, but can be in-kind. This is with the understanding that when the Village Board has had an opportunity to review the application, it can be withdrawn.

- Proposed Local Law #2-14 to amend Village Code Chapter 36 Minimum Housing & Buildings Code –

CRC Chair Art Appleby arrived and provided clarification on the question posed by Joan Hamlin earlier in the evening. Trustee La Pierre thanked A. Appleby for responding to his call and coming in. Trustee Hannan said she is not in favor of staying with the 3-year inspection as she believes there are many residential rentals that house more than 3 unrelated, thereby violating the code. Some are housed in attics. Some have inadequate egress. However, with 1 new full time BI/CEO facing a backlog of work and 2 new part time BI/CEO's needing to be hired and brought up to speed, at this time annual inspections are not feasible. She said she believes the only way to insure safety and keep landlords from overcrowding their rental units is to inspect annually. She recommends the BI/CEO provide the Village Board with a report in a year and work towards further amending Village Code Chapter 36 to **MINUTES OF VILLAGE BOARD MEETING HELD June 2, 2014 continued.....page 7**

annual inspections. If not, then reasons why. Lives are at stake when it comes to safety. This is far more important than the collection of money. If there is another way to confirm that residential rental units are not over-occupied; she would be amenable to considering it.

Mayor Blackman concurred that the BI/CEO is to report in 1 year and the topic be revisited at that time. Trustee Andrews said he supports that.

Trustee Ciciotti said she agrees with Trustee Hannan and will support the code amendments keeping inspections at 3 years due only to the lack of manpower to do annual inspections at this time.

RESOLUTION – STATE ENVIRONMENTAL QUALITY REVIEW ACT (“SEQRA”)
DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE
NEGATIVE DECLARATION

PURSUANT TO A CALL OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF BROCKPORT, COUNTY OF MONROE AND STATE OF NEW YORK, WHICH WAS DULY HELD AT THE VILLAGE HALL, 49 STATE STREET, BROCKPORT, NEW YORK ON THE 2nd DAY OF June, 2014 AT 7:00 P.M.

→ Trustee La Pierre moved, Trustee Andrews seconded to adopt the following resolution:

WHEREAS, the Village Board of the Village of Brockport, New York is considering whether to adopt a local law entitled LOCAL LAW NO. 2 OF 2014 ENTITLED “A LOCAL LAW AMENDING THE MINIMUM HOUSING AND BUILDINGS CODE OF THE BROCKPORT VILLAGE CODE” and

WHEREAS, the Village Board has taken a hard look at all possible environmental impacts of said local law; and

WHEREAS, at a meeting of the Village Board held at the A.D. Oliver Middle School, 40 Allen Street in the Village of Brockport, New York on the 7th day of April, 2014, a Public Hearing was held at 7:00pm in the evening of that day to consider adoption of the proposed Local Law; and

WHEREAS, a second Public Hearing to consider adoption of the proposed Local Law was held at the A.D. Oliver Middle School, 40 Allen Street in the Village of Brockport, New York on the 19th day of May, 2014 at 7:00pm in the evening of that day to further consider adoption of the proposed Local Law; and

WHEREAS, the Village Board has conducted a thorough and careful review of the Local Law including a Short Environmental Assessment Form:

NOW THEREFORE, be it resolved by the Village Board that:

Based upon this Board’s thorough and careful review of the proposed Local law, this Board hereby determines that the proposed Local Law, if enacted, will not have any significant adverse environmental impacts and hereby issues a negative declaration pursuant to SEQRA.

REASONS SUPPORTING THE NEGATIVE DECLARATION:

The proposed Local Law affects the means of enforcing state and local building codes, and will therefore have no effect on any construction or use of land. It does not permit or prohibit any use of land; materials, air, water, minerals, or other natural resources; and will have no effect on air quality, water quality, aesthetics, or other environmental concerns.

Further, the Board finds that none of the criteria for determining significance set forth in § 617.7(c) (1)(i)-(xii) would be implicated as a result of this proposed Local Law.

Notice of this determination of non-significance shall be filed to the extent required by the applicable regulation under SEQRA or as may be deemed advisable by the Board.

IN WITNESS WHEREOF, this Resolution was properly adopted by the Village Board at its regularly scheduled meeting, the date of which is listed above.

Duly put to vote as follows:

Mayor Blackman	voting yes
Trustee Andrews	voting yes
Trustee Ciciotti	voting yes
Trustee Hannan	voting yes
Trustee La Pierre	voting yes

Carried 5/0.

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RESOLUTION ADOPTING LOCAL LAW NO. 2 of 2014 BY THE BOARD OF TRUSTEES OF THE VILLAGE OF BROCKPORT.

PURSUANT TO A CALL OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF BROCKPORT, COUNTY OF MONROE AND STATE OF NEW YORK, WHICH WAS DULY HELD AT THE VILLAGE HALL, 49 STATE STREET, BROCKPORT, NEW YORK ON THE 2nd DAY OF June, 2014 AT 7:00 P.M.

→ Trustee La Pierre moved, Trustee Andrews seconded to adopt the following resolution:

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Brockport for a public hearing to be held by said Board of Trustees on April 7, 2014 at the A.G. Oliver Middle School, 40 Allen Street, Brockport, New York to hear all interested parties on a proposed Local Law entitled "A LOCAL LAW AMENDING THE MIMIMUM HOUSING AND BUILDINGS CODE OF THE BROCKPORT VILLAGE CODE", and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Village of Brockport on March 23, 2014 and

WHEREAS, said public hearing was duly held on April 7, 2014 at the time and place specified in the advertisement, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof, and

WHEREAS, as a result of the comments received at the public hearing, a resolution was duly adopted by the Board of Trustees of the Village of Brockport for a second public hearing to be held by said Board of Trustees on May 19, 2014 at the A.G. Oliver Middle School, 40 Allen Street, Brockport, New York to hear all interested parties on an amended proposed Local Law likewise entitled "A LOCAL LAW AMENDING THE MIMIMUM HOUSING AND BUILDINGS CODE OF THE BROCKPORT VILLAGE CODE", and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Village of Brockport on May 11, 2014 and

WHEREAS, that public hearing was duly held on May 19, 2014 at the time and place set forth in the advertisement and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof, and

WHEREAS, pursuant to part 617 of the implementing regulations pertaining to Article 8 of the State Environmental Quality Review Act (SEQRA) it has been determined by the Board of Trustees of said Village of Brockport that adoption of said proposed Local Law would not have a significant effect upon the environment and could be processed by other applicable governmental agencies without further regard to SEQRA, and

WHEREAS, the Monroe County Department of Planning was notified of the proposed Local Law on May 9, 2014, pursuant to 239-m of the General Municipal Law and the requisite statutory period passed with no comment from said Department of Planning, and

WHEREAS, the Village Board has determined after said public hearing that the adoption of the proposed Local Law No. 2 of the year 2014, is in the public interest.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Brockport adopt Local Law No. 2 of the year 2014, entitled "A LOCAL LAW AMENDING THE MIMIMUM HOUSING AND BUILDINGS CODE OF THE BROCKPORT VILLAGE CODE", and be it further

RESOLVED, that the Clerk of the Village of Brockport be and hereby is directed to enter said

Local Law in the Local Law Book of the Village of Brockport, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

Duly put to vote as follows:

Mayor Blackman	voting yes
Trustee Andrews	voting yes
Trustee Ciciotti	voting yes
Trustee Hannan	voting yes
Trustee La Pierre	voting yes

Carried 5/0.

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→ Trustee Hannan moved, Trustee La Pierre seconded, carried 5/0 to require the BI/CEO to provide a detailed report by 5/31/15 as to residential rentals and the feasibility of further amending Village Code Chapter 36 to require annual inspections.

- Establishment of Housing Task Force – Trustee Ciciotti shared that she circulated the draft to the Board and received little feedback. Mayor Blackman commended Trustee Ciciotti for her work on this and said this is a good opportunity to get some new people (that aren't currently serving on various boards or committees) involved. She asked Trustee Ciciotti if she would be chairing the task force. Trustee Ciciotti said she would be unable to chair it, but could serve as the Village Board member. Board agreed that the committee could determine the day/time of meetings and select its own Chair and Secretary among its members.

→ Mayor Blackman moved, Trustee Ciciotti seconded, carried 5/0 to establish the Housing Task Force as follows:

Village of Brockport Housing Task Force set up

When setting up a Task Force, the Village Board shall establish the general parameters of said Task Force. There is no specific term for members. The Mayor shall submit names for the Village Board's approval. The Housing Task Force shall consist of 9 members to include 1 Village Board member, 1 Planning Board member, the Building Inspector/Code Enforcement Officer and 6 members of the community.

Mission:

- Address quality of life issues in the Village as well as community safety and health issues as they apply to housing and make recommendations.

Responsibilities:

- Review housing issues in the community affecting quality of life for area residents, produce fact-based reports, make recommendations to Village Board.

Format:

- Meet twice a month
- Break up into 2-person teams that reach out to and involve community members and professionals for research into specific topics of concern
- Research and report on topics related to mission
- Report findings back to Task Force for review
- Create fact based reports
- Make recommendations to Village Board

Description of Project:

- Effectively deal with vacant, abandoned properties
- Achieve a healthy balance of owner-occupied and rental housing
- Insure consistent and fair code enforcement
- Provide incentives for home ownership, property management and improvement
- Review assessment practices
- Review fee & fine schedules
- Re-establish coordination of efforts between Code Enforcement Department and Police Department
- Review annual rental registration policy and fees
- Review a 3 strike policy – method of dealing with properties that have habitual life safety issues
- Consider tax incentives for property owners that invest in improvements to their properties
- Determine how to house Code Enforcement Department and its records (property files) in one location
- Further review Village Code Chapter 36 – Minimum Housing & Buildings Code

- Research complementary programs such as:
 - Proactive Rental Inspection Program – can be found on [ChangeLabSolutions](#) website
 - De-conversion Incentive - rebates to owners of multi-family dwellings for converting those structures to single-family dwellings
 - Partner with Housing Visions - a nonprofit organization, which renovates and manages residential rental properties

In addition a Housing Task Force would foster community involvement in the creation of community-based programs such as:

- Main Street LLC – private sector fueled, community led development group focused on redevelopment of commercial Main Street properties.
- Neighborhood Associations - a group of community members who organize to enhance the quality of life for their neighborhood.

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Partner with existing local organizations such as:

- GBDC - a 501(c) (3) non-profit local development corporation with a mission *"to stimulate economic activity and enhance the quality of life in the Village of Brockport and the Towns of Sweden and Clarkson."*

Clerk Morelli will put out a notice as follows:

**VILLAGE OF BROCKPORT
SEEKS VOLUNTEER INTEREST
FOR
HOUSING TASK FORCE**

Please take notice that vacancies for 6 Village residents exist on a Housing Task Force recently approved by the Brockport Village Board. There is no specific term for members. The Mayor shall submit names for the Village Board’s approval. The Housing Task Force shall consist of 9 members to include 1 Village Board member, 1 Planning Board member, the Building Inspector/Code Enforcement Officer and 6 members of the community. The Housing Task Force will review issues in the community affecting quality of life for area residents, produce fact-based reports and make recommendations to the Village Board. The Housing Task Force will meet twice a month – day/time and Chairperson to be determined by the members.

Position interest form and more detail on the Housing Task Force
can be obtained at Brockport Village Hall
or downloaded from the Village website: www.brockportny.org.

Completed forms must be turned in to:

Leslie Ann Morelli, Village Clerk
Village of Brockport
49 State Street
Brockport, NY 14420
Monday thru Friday 8:30am to 4:30pm
or lmorelli@brockportny.org

Deadline: June 30, 2014

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
 - Trash – Mayor Blackman said officials received emails of concern of open garbage cans and curbside trash at the end of the college school year. The new part time BI/CEO’s will be tasked with this. Although it will likely never be 100% corrected as it is hard to have 1,000+ students move out of off campus houses without leaving some trash behind. Resolving the issue of uncovered trash cans is important to cut down on rodent problems.
 - ISO Rating – Mayor Blackman reported having been copied on a letter addressed to the Brockport Fire District which states that the recent Public Protection Classification (PPC) survey is done and ISO has completed its analysis of the structural fire suppression delivery system provided in our community. The resulting classification is 04/4Y. She said she has requested an interpretation from Fire Chief Marenus who indicated that the current rating is a marked improvement and that this is good news.
 - Village Website - Mayor Blackman reported that her college intern that was working on website re-design did a lot of work. Mayor Blackman said she has met with the Pinpoint Group’s Webmaster and Designer. They have presented organizational outlines and a design

schematic. They will present two final designs that she will show to the Village Board, Department Heads and Office Staff.

- Memorial Day Events - Mayor Blackman reported having attended the Middle School Memorial Day celebration in which names were read as well as a winning essay on patriotism and band music on 5/23 and the Vets Club with band music and local vets and high school essay winner reading on 5/24.
- Mural Fundraiser - Mayor Blackman reported having attended the 5/31 fundraiser performance by Brockport Big Band at Sagawa Park for a mural on the fence on the west edge of the park. The collaboration indicated having met their fundraising goal.
- Trustee/Deputy Mayor William G. Andrews
 - Events – Trustee Andrews reported having attended a 150th anniversary event regarding Carl Akeley the inventor of taxidermy and other things, the middle school Memorial Day celebration in which his grandson played taps, the Memorial Day ceremonies at the High Street Cemetery and the Morgan Manning House in which Elliott Reynolds played taps.

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- Main Street Grant Committee – Trustee Andrews reported having attended meetings of the Main Street Grant Committee in which 10 buildings will benefit by 60% of the cost of various improvements. Committee members are working with the property owners on their paperwork.
- GBDC – Trustee Andrews reported being part of a committee of GBDC working on summer entertainment – Summer Serenades on Thursday evenings 6/26 – 8/28 and Sundays on the Canal 7/6-8/31. Look for a press release on both and how arts and cultural grants and donations support these programs.
- Mural Fundraiser – Trustee Andrews reported having helped organize and attend the 5/31 fundraiser performance by Brockport Big Band at Sagawa Park for a mural on the fence on the west edge of the park. An application has been submitted to Rochester Area Community Foundation for a grant.
- Brockport Community Museum – Trustee Andrews shared that BCM will be creating an interpretive panel to accompany the mural that will go in Sagawa Park.
- Town of Sweden Bicentennial – Trustee Andrews reported he continues to work as part of the committee organizing the various 2014 events.
- Trustee Valerie A. Ciciotti
 - Rental Properties – Trustee Ciciotti shared that she owns 4 properties. Rental properties are a business. They have to conform to all sorts of regulations, carry insurance, and be responsible neighbors in their local communities. The Village works within its means to make sure rental units are safe for tenants and are responsible to the community. As a landlord, she said she does a walk through at the start and end of a lease and makes the rules and regulations very clear. If landlords are doing this, it falls on them. Landlords are business people and have to be held accountable as such. The response of “This is a college town – such and such is to be expected” is not acceptable. The Village needs to make the business people, the landlords, responsible.
- Trustee Carol L. Hannan
 - Property Files – Trustee Hannan reported that she has only letters U and W to complete in organizing the BI/CEO property files that currently reside in the basement of the Police Department.
 - House Histories – Trustee Hannan reported that she has a meeting tomorrow with HPB Member Pam Ketchum and a NYS representative regarding her house histories and making the case for a State Street/Park Avenue historic district.
 - Police Department – Trustee Hannan said she and Trustee La Pierre have been part of the process with the Chief, Lt, and Sergeants to select candidates to become Brockport Police Officers. It is quite an involved process – very thorough and carefully organized. Trustee La Pierre shared that since BPD is accredited, this level of process is required. Trustee Hannan said there were first interviews then second interviews and round robin questions and answers. Trustee La Pierre said an extensive background check is involved. Trustee Hannan said there are a number of disqualifiers. However, overall, they were impressed with the candidates whether brand new, college criminal justice experience or other police experience. There were some bilingual candidates as well. This is just the

beginning. Steps involve Police Academy, establish residency, take a Civil Service exam, take a physical agility exam, medical exam, psychological exam, field training... Trustee La Pierre said the physical agility is quite demanding. The psychological written exam is comprised of 1,400 questions.

→ Trustee La Pierre moved, Trustee Hannan seconded to allow Chief Varrenti to make a hiring offer to 3 candidates instead of 2.

Discussion:

Trustee La Pierre said this is with the hopes that 2 make it through the entire process. If all 3 make it, the additional hire will help to further reduce overtime. There is also the possibility of another vacancy.

The Police Academy starts in September.

Mayor Blackman asked if the Village pays for the Police Academy and if so, if it has been budgeted for.

Trustee La Pierre said 2 would need to go through the Academy.

Trustee Hannan said 1 would be a lateral transfer.

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Call to Question:

Trustee La Pierre	yes
Trustee Hannan	yes
Trustee Ciciotti	yes
Trustee Andrews	yes
Mayor Blackman	yes

Carried 5/0.

○ Trustee John D. La Pierre

▪ Main Street Grant Committee – Trustee La Pierre reported having attended meetings of the Main Street Grant Committee and having sent out appropriate letters. He said the involved property owners seem excited.

ADJOURNMENT:

→ At 9pm, Trustee La Pierre moved, Trustee Andrews seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk