

Special meeting (BUDGET HEARING) of the Board of Trustees of the Village of Brockport was held in the Conference Room, Municipal Building, 49 State Street, Brockport, New York, April 15, 2009 at 7:00pm.

PRESENT: Mayor Morton Wexler, Trustee/Vice Mayor Maria C. Castañeda, Trustee Scott W. Hunsinger, Trustee Hal S. Legg, Clerk Leslie A. Morelli, Treasurer Gina M. Tojek, DPW Superintendent Harry G. Donahue, Police Chief Daniel P. Varrenti

EXCUSED: Village Attorney David F. Mayer

ABSENT: Trustee David J. Wagenhauser, Building/Zoning Officer Scott C. Zarnstorff

ALSO PRESENT: Fire Chief Scott Smith, EMS Chief Lucas VanDervort, Pam Krahe, Jim & Joan Hamlin, Kent Blair, Kelly Smith, Carrie Maziarz, Josephine Matela, Fred Webster, Jack Wahl, Merv Beaney, Jason White, Kathryn Peets, Wayne Bennett, Robin Waller, Norm GianCursio, Francisco & Linda Borraro

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

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

REVIEW OF MEETING MINUTES: Mayor Wexler called for any additions or corrections to the minutes of the last meeting.

➔ Trustee Castañeda moved, unanimously carried that the minutes of the meeting held March 30, 2009, be approved as amended.

Trustee Hunsinger referred to page 11 of those minutes and thanked Trustee Castañeda for producing the e-mail correspondence he had requested.

AUDIT:

➔ Trustee Hunsinger moved, unanimously carried that the bills be allowed and paid upon audit.

	<u>Date</u>	<u>Check #</u>	<u>Amount</u>
<u>Village</u>	3/17/09	178568-178598	\$27,411.41
	3/25/09	178601-178602	\$993.17
	4/7/09	178676-78678	\$483.75
	4/15/09	178696-178743	\$20,752.66
	4/16/09	178744	\$3,504.00
<u>Fire</u>	3/17/09	178554-178567	\$18,438.39
	3/25/09	178599-178600	\$575.96
	4/15/09	178680-178695	\$8,269.22
<u>Third Party Billing</u>	3/17/09	001498-001502	\$669.97
	3/25/09	001503	\$351.32
	4/15/09	001530-001543	\$9,253.21
<u>Capital Projects</u>	3/25/09	002304	\$275.00
	4/15/09	002311-002316	\$11,268.04
<u>Water</u>	3/17/09	002223-002230	\$34,829.45
	3/25/09	002231	\$34.85
	4/15/09	002250-002260	\$33,206.34

PUBLIC HEARING on Tentative Budget 6/1/09 – 5/31/10:

I. Mayor Wexler opens the meeting and introduces Village Treasurer.

Mayor Wexler thanked those in attendance for coming and said there is one Board member missing tonight. There are time constraints, and since a final budget needs to be adopted by May 1st, it may mean calling for additional meetings. The next scheduled meeting is April 27th.

Mayor Wexler introduced Village Treasurer Gina Tojek.

II. Treasurer presents the budget process and where we are to date, cites required statutory process, basic overview of the budget, and path forward for the meeting.

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Treasurer Tojek said she'd like to provide a brief overview of her presentation this evening. First, I would like to review the budget process and our path forward this evening, and second a brief overview of the tentative budget. She directed attention to page 2 of the handout "The Budget Process".

She shared that she began January 5th, at which time Department Heads submitted budget estimates to her with copies provided to the Village Board. In January and February she and Department Heads reviewed budget estimates and estimated expenditures through yearend. Then she estimated revenue projections through year-end. On March 3rd she submitted a draft tentative to the Village Board. February – March included further analysis and changes to the draft tentative and Board discussions with Department Heads. On March 20th she submitted the Tentative Budget to the Village Clerk and Village Board. The Board reviewed and had discussions with she and Department Heads. On March 30th, the Board acknowledged receipt of the Tentative Budget and had a brief discussion. That brings us to April. Tonight the Board will make revisions to the Tentative Budget and conduct a public hearing on the Revised Tentative Budget. The Board must adopt a Final Budget by May 1st.

Treasurer Tojek said this is probably the most challenging budget this Board and previous Boards have seen. This budget is the perfect storm. You will see as you go through the information in the handout that we are looking at relatively flat or decreased revenues and substantial increases in overall expenditures. The major factors for this include: introduction of debt service for Main Street project, renegotiation of our 2 union contracts, ever-increasing costs for employee benefits, escalation of legacy costs, and our National, State and local economic situation in which we are not immune to increased costs of commodities, goods and services, and decreased sales tax, mortgage tax, and interest earnings. Regarding the legacy costs, she said the Village has a growing number of retirees and while they may replace them with lower salaried employees, they don't lose the costs of providing them benefits. State aid remains the same. Sales tax is at the 2007 rate. The Village doesn't have any additional revenue streams. It is not a real pretty picture. There are challenges and the Board has difficult decisions to make. However, keep in mind that what is put off today, we only pay for tomorrow.

The Tentative Budget consists of the Treasurer's estimates of revenues, union payroll, employee benefits, debt service, operating transfers to the reserves, and the Department Head budgets as submitted. You start with the mandatory part and then the Board looks at the discretionary part. After the tentative is submitted to the Board they review operating transfers to fund our reserves, Department Heads requests for capital expenditures, non-union payroll, Department Heads budgets.

Treasurer Tojek noted that this does not include any capital expenditures and does not fund any reserves other than contractual. The Village must protect its fiscal integrity. It must begin to budget long-term instead of year to year. She said numbers are dry and don't tell a story. It helps to look at it in broad base fashion and review the last few years. Therefore, she provided a handout with graphs and pie charts and reviewed sources of revenues, historical revenues in general and broken down by major source, objects of expenditure, historical expenditures in general and broken down by major category, and historical tax levy.

She noted a ½% increase in projected revenues, that projected sales tax revenue should be brought down further, that ambulance revenues should be brought up due to the Board having recently increased rates, that utilities gross receipts tax revenues should be brought down further due to National Grid and RG&E claiming they've overpaid municipalities. She explained that they are saying their ESCO's are not subject to gross receipts tax and they didn't charge their customers for it. NYCOM is championing the cause for 56 municipalities with this potential litigation. She noted that State aid remains unchanged. She noted that CHIPS remains unchanged thanks to Superintendent Donahue and his colleagues who went to Albany and lobbied for its 100% restoration. She noted that fines and forfeitures is a volatile revenue source and that the Village hasn't gotten anywhere near what was expected the last couple of years. Apparently, some of this is due to some collection issues at Town of Sweden Court where a significant number of old parking tickets having not been collected, and which the Village has solicited collections services.

Treasurer Tojek shared that for some reason the allocation of payroll in regards to transportation (Public Works and Water) were not an accurate reflection of where the employees really work. This has been corrected. Debt service has been introduced for the Main Street sanitary sewer and water line project. She is confident that the Village Board will be aggressive in its efforts to get a piece of any stimulus funding. She said she knows the Village Engineer is making application for some funding. Even if funding isn't substantial, any part of the \$2.6 million would make a difference.

She said the high tax levy increase shown may sound ridiculous, but it isn't. The important number a taxpayer should look at is what's being levied in taxes, not the rate. Assessments change. If there is an increase in the total assessment, less needs to be raised by taxes. What drives taxes is the tax levy.

Treasurer Tojek shared that putting a budget together is not the function of one person. It is a collaborative effort. She said her philosophy is that Department Heads must be a part of the process,

as ultimately they have the responsibility to implement their budget, so therefore, must be a part of it.

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She expressed her appreciation to all of the Department Heads, most of whom have met with her on more than one occasion, for taking the time in their busy schedules to work with her. Thanks to Fire Chief Smith, Police Chief Varrenti, Code Enforcement Officer Zarnstorff, Clerk Morelli, and Superintendent Donahue. Thanks also to Deputy Clerk-Treasurer Olson and Water Clerk Herzog for being so willing to answer so many questions.

III. Mayor Wexler asks Board members to present their proposed revisions to the Tentative Budget, discussion ensues, Board votes on revisions.

Mayor Wexler shared that Trustee Wagenhauser had brought forth 36 recommended changes to the tentative budget. Unfortunately, he is not here tonight, so discussion of his issues will be a bit difficult. He said he knows that Trustee Wagenhauser and Treasurer Tojek met and discussed some of his recommendations and that she provided the Board with a summary of the proposed revisions titled V1 to indicate recommendations submitted by Trustee Wagenhauser March 30th and V2 to indicate Trustee Wagenhauser's V1 plus changes made as a result of meeting with Treasurer and her changes deemed mandatory. The Board will do its best to go through them and vote on them line by line.

One controversial recommendation is to eliminate the part time dispatchers. The Village of Brockport shares this cost with the Towns of Sweden and Clarkson through their fire contracts, with the Village paying the smallest share. Mayor Wexler said he has heard from some Fire and Ambulance members, taxpayers and SUNY opposed to the elimination of local dispatch. Mayor Wexler said he has spoken to a Chief with Greece Ridge Fire District who said they are happy with their recent elimination of dispatch, but that they had to hire 2 people at \$50,000 each to do the reporting and administrative work in their place. We can't come up with that, but would have to hire someone at least part time to do some of the reporting work that the 24/7 dispatch operation currently handles.

→ Trustee Hunsinger moved to keep dispatch in the budget.
Trustee Legg said no motion is needed since dispatch is in the tentative budget.

Trustee Castañeda read a statement into the record about the Board's flawed, inappropriate and ineffective budget process and disregard for the Treasurer's recommendations. She expressed concern that numerous high priority items have been overlooked including DPW equipment needs. She expressed concern that the Village has been overestimating revenues and underestimating expenditures and that keeping the tax rate flat or decreased was going to catch up with us and require a significant tax increase and/or elimination of services.

Mayor Wexler said he hopes the next Village Board follows a better budget process, meets as a Board, meets with Department Heads as a group, and does so much earlier. The last 2 or 3 years the process has had an odor. It stinks when the Trustee who proposed 36 revisions is not even here. He said he does not know why he is absent and hopes he and his family are ok. He said the Department Heads know what they need to adequately fund the services they provide much better than the Board does.

Trustee Hunsinger asked DPW Superintendent Donahue's opinion on his portion of the budget. DPW Superintendent Donahue commented that it is difficult to provide the services taxpayers have come to expect when his department has equipment falling apart. He asked for what he deemed as priorities regarding equipment, building needs, and street rehabs. You pay now or pay later. He said he is sympathetic to Village taxpayers and has family in the Village of Brockport. The Board needs to either adequately fund services or cut services. Mayor Wexler concurred that DPW requests have previously been deferred and that they can't constantly defer what's needed.

Chief Varrenti inquired as to proposed revisions regarding the Police Department. Mayor Wexler said the proposed revisions include reducing overtime further from \$70,000 to \$50,000 and a wage increase for the Chief per contract. Chief Varrenti said he would make every effort to meet that overtime figure, but reminded the Board that officer illnesses/injuries are always an unknown factor. He referenced 207m in which a Police Chief must receive the same dollar amount increase of the next highest officer. He said that is miniscule and not worth bickering over. He said he appreciates it being put in there, but believes he and the incoming Village Board will be able to come to an amicable agreement regarding his contract that will even save the Village money and that if he says he doesn't want to accept a raise, he can't imagine anyone suing over it. He referenced the possibility of not applying for a 211 waiver which would put him back into the NYS Retirement System. If that were the case, his health insurance through his former employer would become a \$15,000 hit to the Village. Therefore, a contract and waiver are in everyone's best interests. Trustee Castañeda asked if application has been made for a 211 waiver. Mayor Wexler said it is not time yet. She suggested that monies be included for the possibility of providing Chief Varrenti with health and dental.

Trustee Castañeda suggested removing the \$14,317 for part time secretarial/grant writer from police payroll. She said grants are important, but that the Village Board should take over the function of

searching for and applying for grants for the Village. She referenced correspondence from Clerk Morelli as to the need to create a grant writer/administrator position through Civil Service, that consideration be

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given to grant administration for all departments, not just the Police Department, and that there are firms that specialize in grant writing that could be contracted as a vendor rather than creating a position and hiring an employee. Mayor Wexler concurred that hiring a company might be the way to go as they are basically paid a percentage of the grant funding they obtain.

Treasurer Tojek said she wished to make clear that the .1 accounts means adopting a zero percent wage increase for all non-union employees. Mayor Wexler referenced his memo indicating he wishes to grant a 1.5% wage increase for all non-union employees, as the DPW Union is getting 3% and the Police Union is getting 3.75%.

The Board went through the proposed revisions line by line, consulted Department Heads that were in attendance and took the following actions:

<u>Account #</u>	<u>Description</u>	<u>Tentative</u>	<u>Revision</u>
<u>Expenditures</u>			
Various	DPW Payroll	\$492,711	stays as tentative
→ Trustee Hunsinger moved, Trustee Legg in favor, Mayor Wexler in favor, Trustee Castañeda opposed, carried 3/1:			
A3120.1	Police Payroll	\$1,182,443	\$1,162,443
(Line includes reducing overtime further from \$70,000 to \$50,000.)			
→ Trustee Legg moved, unanimously carried 4/0:			
A3620.1	Building Payroll	\$83,941	\$80,374
(Line includes reducing Assistant CEO Vaughan from 20 to 15 hours per week – look at it on an annual hours basis.)			
→ Trustee Legg moved, unanimously carried 4/0:			
A4540.1	Ambulance Payroll	\$126,655	\$124,000
A1650.1	Dispatch Payroll	\$122,486	stays as tentative
A1010.4	Board of Trustees	\$500	stays as tentative
(Incoming Village Board may wish to attend an occasional local conference or workshop that carries a registration fee. Many good NYCOM opportunities for Village Officials – often not local.)			
→ Trustee Hunsinger moved, unanimously carried 4/0:			
A1210.2	Mayor – Equip	\$900	\$500
(Line includes purchase of a computer for Incoming Mayor.)			
→ Trustee Castañeda moved, unanimously carried 4/0:			
A1210.4	Mayor – Contr	\$1,000	\$500
(Line includes Mayor's office phone and cell phone.)			
→ Trustee Castañeda moved, unanimously carried 4/0:			
A1440.4	Engineer	\$7,840	\$5,000
→ Trustee Hunsinger moved, Trustees Hunsinger, Castaneda, Mayor Wexler in favor, Trustee Legg opposed, carried 3/1:			
A1620.4	Buildings	\$35,000	\$37,500
(Line includes utilities: phone, gas, electric, janitorial supplies, repairs...)			
→ Trustee Legg moved, unanimously carried 4/0:			
A1640.4	Garage	\$24,500	\$20,000
(Line includes central garage and mechanics tools.)			
A1650.2	Dispatch-Equip	\$5,500	stays as tentative
A1650.4	Dispatch-CE	\$5,500	stays as tentative
A1680.4	IT	\$4,850	stays as tentative
A1910.4	Unallocated Ins	\$59,000	stays as tentative

→ Trustee Hunsinger moved, unanimously carried 4/0:

A3310.4 Traffic Control \$10,000 \$8,000

(Line includes street signs and posts, traffic signal at Adams & Allen Streets, paint for crosswalk and parking striping.)

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Account # Description Tentative Revision

Expenditures continued

A3410.4 Fire Department \$594,000 stays as tentative

→ Trustee Castañeda moved, unanimously carried 4/0:

A3620.2 Bldg Dept-Equip \$1,500 \$1,000

(Line includes purchase of a laptop for in the field inspections.)

→ Trustee Castañeda moved, unanimously carried 4/0:

A3620.4 Bldg Dept-CE \$6,900 \$6,600

A4540.2 Ambulance-Equip \$0 stays as tentative

A4540.4 Ambulance-CE \$125,690 stays as tentative

A4540.44 Ambulance-3rd P \$102,010 stays as tentative

→ Trustee Castañeda moved, Trustees Castañeda, Legg and Mayor Wexler in favor, Trustee Legg opposed carried 3/1:

A5110.4 Streets \$150,000 \$162,000

→ Trustee Castañeda moved, unanimously carried 4/0:

A5142.4 Snow Removal \$43,525 \$38,000

A5182.4 Street Lighting \$82,000 stays as tentative

(Line includes repairs and lighting. Anticipated dedication this year of McCormick Place Phase I and possibly Remington Woods Phase I and eventually Sunflower Landing Phase I which would increase street lighting costs.)

→ Trustee Legg moved, unanimously carried 4/0:

A5410.4 Sidewalks \$3,000 \$2,000

A7145.4 Senior Program \$12,000 stays as tentative

(Consider \$6,000 predicated on idea to not support \$6,000 to Town of Sweden to support nutrition program at the Sweden Senior Center which has recently been outsourced. Concern that funding was not going to support intended purposes.)

→ Trustee Hunsinger moved, Trustees Hunsinger, Legg and Mayor Wexler in favor, Trustee Castañeda opposed, carried 3/1:

A7550.4 Celebrations \$12,000 \$8,000

(Line covers Summer Serenades concerts, banners, Christmas decorations, Celebrate Brockport grant program, electricity for events, Main Street flowers, misc. Future consideration should be given to Village costs re Police coverage or DPW assistance, as there are costs associated with many special events. Awaiting grant application response for Summer Serenades. Can modify # of summer concerts offered – maybe monthly rather than weekly. 2009 Events Schedule is out and publicized at no cost. Changes will require retraction or press release.)

A8140.4 Storm Sewers \$10,000 stays as tentative

(Line includes \$2,500 annual Monroe County Stormwater Coalition dues – need to be a part of due to NYSDEC regulations.)

A9010.8 Retirement \$67,100 stays as tentative

A9015.8 Retirement PD \$161,100 stays as tentative

A9030.8 FICA \$166,900 stays as tentative

A9045.8 Life Ins \$7,000 stays as tentative

A9060.8 Hospital Ins \$435,000 stays as tentative

(Note that Excellus Blue Choice Select is expected to be discontinued 1/1/10. Incoming Mayor will need to renegotiate 5/31/10 expiring contracts with DPW and Police, but will need to deal with replacing Blue Choice Select for DPW and some Police retirees.)

A9061.8	HRA	\$26,800	stays as tentative
A9070.8	Dental Ins	\$52,000	stays as tentative

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Transfers to Reserves

Treasurer Tojek said she wished to make clear that no other reserves besides the following are being funded with this proposed budget. The tentative budget only funds \$30,000 for Fire Department equipment, \$10,190 for Village equipment and \$45,827 for 2 Police Department vehicles. Chief Varrenti said his department could go with 1 vehicle this year as long as the other vehicle is planned for next year. He is also trying to obtain grant funding. His vehicle has 80,000 miles on it, but is not in bad shape.

Chief Varrenti said his department's job can't be driven by revenues from fines, but commented that there's something wrong somewhere if tickets are going up but fines are going down. This includes an issue with Town Court and collection of past parking tickets. Discussion took place on needing a Village-wide IT replacement plan.

A9550.9	Fire Equipment	\$125,000	stays as tentative
A9550.9	Ambulance	\$20,000	stays as tentative
A9550.9	Fire Chief Vehicle	\$13,000	stays as tentative
A9550.9	Building Capital	\$3,000	stays as tentative
A9550.9	Communications	\$12,000	stays as tentative

→ Trustee Legg moved, unanimously carried 4/0:

A9550.9	Smith St Bridge	\$0	\$1,500
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(Discussion took place of trying to increase the annual figure to plan for Smith St Bridge washing and painting in the future and that the Village Board could opt to close the bridge during winter months to limit salt effects and increase the lifespan.)

Revenues

→ Trustee Legg moved, unanimously carried 4/0:

1120	Sales Tax	\$1,415,000	\$1,410,000
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→ Trustee Legg moved, unanimously carried 4/0:

1130	Gross Receipts Tax	\$100,000	\$90,000
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1589	Dispatch Reimb	\$110,000	stays as tentative
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2389.5	Other Dispatch	\$3,000	stays as tentative
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→ Trustee Castañeda moved, Trustees Castañeda, Hunsinger and Mayor Wexler in favor, Trustee Legg opposed, carried 3/1:

1640	Ambulance Charges	\$405,000	\$450,000
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→ Trustee Legg moved, unanimously carried 4/0:

2089	Farmers Market	\$1,000	\$3,000
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(Increased due to raising vendor stall fees.)

2262	Fire Protection	\$571,300	stays as tentative
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2389	Library Reimbursement	\$0	stays as tentative
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(Board agreed that resolution is needed to amend the tri-municipal agreement of Brockport, Clarkson, Sweden as to financial services such as accounts payable, payroll and the like as Brockport has always handled it without remuneration although the agreement was that the function would rotate every five years. An option may be for the library to work the services of an outside company into the budget.)

→ Trustee Hunsinger moved, unanimously carried 4/0:

2610	Fines and Forfeitures	\$55,000	\$75,000
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(Village has contracted with its new parking ticket collections vendor to make an attempt to collect on old parking tickets that went uncollected at Town of Sweden Court.)

→ Trustee Legg moved, unanimously carried 4/0:

2665	Sale of Equipment	\$5,000	\$8,000
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2701	Refund Prior Year	\$6,000	stays as tentative
2770	Other, Unclassified	\$0	stays as tentative
9999	Intrafund Transfer	\$0	stays as tentative

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Trustee Castañeda said she has two areas for consideration:

Expenditures

→ Trustee Castañeda moved and then rescinded a motion to reduce A8560.4 Shade Trees from \$6,200 to \$1,200.

A8560.4	Shade Trees	\$6,200	stays as tentative
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(Line covers purchase of trees, saws and equipment repairs. Discussion took place on possibly reducing to \$1,200 and foregoing planting trees for a year. Reference was made to the new Tree City USA designation that the Tree Board worked so diligently to obtain and plantings that residents have benefited from. The Village gets \$50 back per tree if the plantings meet National Grid criteria.)

Revenues

→ Trustee Castañeda moved, unanimously carried 4/0:

A2401	Interest Earnings	\$10,500	\$8,000
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(Due to the economy, the \$35,000 anticipated in current fiscal year has only brought \$8,586 so far. Interest rate is only .7% for accounts carrying over 1 million and .4% for accounts carrying under 1 million. There is not a lot of cash in Village reserves.)

Mayor Wexler said he has one area for consideration:

→ Mayor Wexler moved, unanimously carried 4/0 to grant all non-union employees a 1.5% wage increase.
 (Discussion took place that many businesses are not giving any cost of living raises this year, but that the DPW Union contract calls for a 3% increase and the Police Union contract calls for a 3.75% increase. Further discussion on the disparity created among non-union employees the last year or two when the Village Manager and DPW Superintendent were granted larger increases than all other non-union employees.)

IV. Mayor Wexler opens the Public Hearing on the “Revised Tentative Budget” for public input.

→ Trustee Castañeda moved, unanimously carried 4/0 to open the public hearing at 10:55pm.

V. At the Board’s discretion, Motion introduced to adjourn the Public Hearing until April 20th – last day.

→ Trustee Hunsinger moved, unanimously carried 4/0 to adjourn the public hearing to 7pm Monday, April 20th.

Mayor Wexler thanked the Treasurer, Department Heads and Board for their work.

Sidewalk Café Permits

Clerk Morelli expressed concern that sidewalk café season began April 1st and applications are beginning to come in, but the Board meeting schedule has changed several times, sometimes with a long gap in between meetings and it is difficult to advise applicants when to appear before the Board. She said by and large the same few applications come in each year. She said she reviews the application when it comes in and makes sure the applicant has paid the correct fee and provided a certificate of insurance. She wondered if the Board would consider allowing her to grant temporary authorization until the next available meeting of the Board. Further, the Board should give consideration as to whether they wish to continue requiring the applicants to appear before the Board.

→ Trustee Hunsinger moved, Trustee Castañeda in favor, Mayor Wexler in favor, Trustee Legg abstained, carried 3/1 to allow Clerk Morelli to grant temporary authorization of sidewalk café permits with follow up at the next available meeting of the Board.

ADJOURNMENT:

→ Trustee Legg moved, unanimously carried that the meeting be adjourned at 11:00pm.

Leslie Ann Morelli, Village Clerk