

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, April 21, 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, Treasurer Daniel P. Hendricks, Building Inspector/Code Enforcement Officer David J. Miller, Jr., Police Chief Daniel P. Varrenti, DPW Superintendent Harry G. Donahue, Attorney Amanda Insalaco, Esq

ALSO PRESENT: Bob Currier, Linda Ketchum, Joan Hamlin, Paul Brannigan, Sriram Bakshi, Lynne Gardner, Linda Sanford, Carl Gouveia, Pam Ketchum, Kevin McCarthy, Dan Fletcher, Marcy Stickles, Michael "Charlie" Wilder, 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:

With Arbor Day later this week, Trustee Andrews stated the following 5/3/1894 article from the Brockport Republic is appropriate.

"Yet every spring the earth is new. There is a new majesty in the budding tree, a new freshness in each blade of growing grass, a new beauty in the flower, a new delicacy in the coloring of the tender buds, and in the charming and subtle harmonies of color in sky and tree and flower, all appealing to the eye and ear. And since nature is never weary of beseeching us to look and listen and learn, and every spring vies with herself in endeavoring to disclose to our view new glories, though we pass them by, unobserved, can there then be a limit to man's earnest effort in the cause of Arbor Day, or a point at which his pen should stop in devising means of making the day most practically instructive?"

Mayor Blackman shared that the Tree Board and volunteers will be planting 9 trees on Adams Street Friday, April 25th beginning at 10am in honor of Arbor Day. Village Arbor Day t-shirts are on sale at Village Hall.

OATH OF OFFICE: None

CERTIFICATES & PROCLAMATIONS: None

PUBLIC HEARINGS: None

PUBLIC COMMENT:

- Pam Ketchum of Park Avenue – read the following prepared statement:

This spring, we have been busy cleaning up the gardens in Remembrance, Harvester and Sagawa Parks. Last fall, with the help of the Brockport Unitarian Universalist Fellowship and community service workers, we cleared out the weedy, overgrown beds and put down cardboard and wood chips to stabilize the north border of Sagawa Park. I have put together a design that is easy to maintain and will add color, pattern and year round interest and hope to get that planted soon.

Now, I am seeking funds and/or donations to purchase plants for the north garden in Sagawa Park. Please contact me if you have interest in supporting this effort.

- Dan Fletcher of Brockport-Spencerport Road - shared that he was a student at the college and is now a Professor in the Military Science Department. He said he recently sat through a hazing seminar and learned a few things. One was that a noise violation in the Village can result in a \$250 fine. He suggests this be raised to \$1,000 and that the tenants and their landlords be made to share the fine 50/50. He said he used to rent from one of the landlords who he characterized as an absentee slumlord. He said the house he lived in got condemned. He knows the Village is trying to improve code enforcement. He encourages the Village to hold the landlords accountable for their houses and for those they rent to. Then maybe they will start thinking about who they rent to.

On another note, he said he is glad the College brought the late night bus back as transportation for the students is needed from the Village back to campus. Otherwise, DWI's and other incidents could skyrocket.

- Kevin McCarthy of East Avenue – read the following prepared statement:

I am addressing the board on the proposal for the revisions to chapter 36. As a village resident and landlord I am in favor of the revisions which I believe will bring stability to our neighborhoods. We all have seen firsthand neighborhoods hurt by unkempt properties that were designed to be single family homes that are now overcrowded and blighted making them undesirable for families. I am a landlord and own 5 rental properties. I have mortgages on all of them and have put money and time to improve each one of them on an annual basis. I am able to afford the yearly fees required and work within the laws of the village and still make a profit. Rentals in Brockport are not going away, and, in fact, many people want in on this excellent business opportunity. Single family homes along with multifamily homes continue to be purchased with no end in sight. These homes are rented to more than 3 unrelated people with parking lot expansions taking place on weekends or holidays with little resistance. With a strong code enforcement department, legal team and village court, our new codes could actually be upheld. The revision to chapter 36 of annual inspections along with college students having to register each year would help put an end to overcrowding and parking lot expansions that go unchecked. I feel as a responsible business person I owe this to the community to abide by the codes, providing safety and well being for the tenants including being a good neighbor to the homes that surround my rentals. I encourage the village to go forward with this plan for the betterment of our community.

- Michael Charlie Wilder of Monroe Avenue – attempted to tell jokes – had someone videotaping him - had no Village business to address.

- Linda Ketchum of Erie Street - read the following prepared statement:

At the last Board meeting the same people spoke out against upgrades to code enforcement. Many landlords do the right thing. Many don't. Effective code enforcement protects tenants and neighbors. It's also for fairness to landlords who do the right thing.

As a homeowner, I am not making money on students. In fact, I am helping to pay for services needed because of all the rental properties that have proliferated. A meager annual registration fee is not going to stop landlords from seeing big profits. Rents go up all the time.

An annual inspection would also be a wonderful thing – to keep the 3 person occupancy rule effective. Thank you, Board members, for taking steps to help protect the majority of property owners like me. We voted to keep our Village government. It's the one that is willing to listen to people like me and also those that don't have the time or ability to speak at these meetings.

GUESTS:

- Pro Brockport - Pam Ketchum – proposed mural for Village's wood fence in Sagawa Park – read the following prepared statement:

Jazz Fest West

Brockport Big Band is performing at Skoog Farm on May 31, 2014 from 2-4pm. This is a fundraiser and our goal is to put a mural in Sagawa Park on the back fence. Pro-Brockport has had many discussions about striving for a mural a year as part of our economic development program, village beautification and encouraging tourism. We hope to partner with Lori and Gary Skoog and perhaps Arts and Aesthetics which is part of Walk! Bike Brockport! To fundraise for this project and others.

We seek permission from the village to use the back fence in Sagawa Park as a support on which to attach a painted surface. We plan to get together this week to discuss the project, mechanics, artists, designs, themes, etc. We would expect to gain design approval from the village board once we have some specific ideas. Please let us know if you support this project as described to this point.

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 5/0 to authorize Pro-Brockport and Walk! Bike! Brockport! Arts and Aesthetics Committee to proceed with plans for a mural on the Village's wood fence in the rear of Sagawa Park.

- Navy Club - Commanding Officer Robert Currier – request ½ Clinton Street parking lot for 5/31 charity event – R. Currier introduced himself as a 20 year Veteran and the Navy Club's Commanding Officer. For the fourth year in a row he requests use of half of the municipal parking lot on Clinton Street, between the Navy Club and the Police Department, for a fundraising event. Proceeds go to the VA Hospital in Batavia. He said there have been no problems with this in the past 3 years.

Mayor Blackman asked Chief Varrenti if he had any concerns. He did not.

the municipal parking lot on Clinton Street, between the Navy Club and the Police Department, on May 31st for the Navy Club's event.

- Seymour Library - Director Carl Gouveia – proposes forming a Special Legislative District Public Library – Director Gouveia introduced himself and the Seymour Library Board members in attendance: Linda Sanford, David Brannigan, Lynne Gardner, Sri Ram Bakshi. He gave a Power Point presentation (included in the meeting packet) which provided statistics and information leading to their recommendation that the Joint Municipal Library funded by Brockport, Sweden, Clarkson, work toward becoming a special legislative district. The current set up causes it to be one of only 9 in New York State. The budget was supposed to be adjusted by the municipalities at each 10 year census. This was not done in 2000 or in 2010. It needs to be more visible and transparent. There needs to be a reliable source of funding. Senator Maziarz, Senator Robach and Assemblyman Hawley are all on board with it. They do not consider it another layer of government. Director Gouveia said he is asking each of the 3 municipalities for a Home Rule Message. They would like to get these to the State before they recess.

Director Gouveia explained that the public would then vote on district formation and on the initial budget. If formed, the public would vote annually on the budget and on the Board Trustees.

Trustee La Pierre asked if there are expenses they would incur. Director Gouveia said the annual voting costs of which they would likely do by paper rather than machines to save money, and they would take over from the Village the work related to payroll, benefits and Civil Service.

Mayor Blackman said it has at times been difficult getting the 3 municipalities together regarding the Library budget. She worked for consensus this year. Unfortunately, the Village usually takes the blame if unable to fulfill the proposed increase as it is the first to decide on the proposed budget due to the way the fiscal years fall. Also, some of the budget game is to ask for more than is needed because it will likely be pared down.

Mayor Blackman asked if they use their investment funds to keep costs down. Director Gouveia said somewhat, but they need to be careful so they are able to deal with any surprises that come up throughout the year.

Mayor Blackman asked at what time of year the budget and board vote would take place. Director Gouveia said likely September. That has to be firmed up.

Trustee Hannan commented that for 94 years the Library has functioned fine. Why now is funding by the municipalities considered not a reliable source of funding.

Director Gouveia said the tri-municipal model has not been working in recent years. The library budget doesn't get approved as requested. Costs are increasing and funding is not keeping up with it. He said a previous Mayor even wanted an 18% decrease in funding.

Trustee Hannan said she does not believe that not to get everything you want every year is a persuasive argument.

Director Gouveia said the library budget is a small percentage of each of the municipalities' budgets. When increases continued to be turned down, the library asked for in-kind services and that was turned down.

Trustee Hannan said what was proposed regarding in-kind services was lawn mowing and refuse collection. To pay municipal union wages and benefits is not cost effective. Both can be done cheaper by contracting it out.

Mayor Blackman said that was not just a Village decision. Neither Sweden nor Clarkson were in favor of taking on those tasks.

L. Gardner clarified that for many years it was the Village's library. It was not until 20+ years ago that a cooperative arrangement was reached among the 3 municipalities. This allowed the construction of the current library, a great facility, and an increase in services.

Trustee Hannan said local politics can be complex as well.

Chief Varrenti asked if all 3 municipalities have to agree to this concept and if the other municipalities have weighed in. He suggested that the Village wait to see what they do.

Director Gouveia said the Home Rule Message is not required, but is requested. The other municipalities have been approached, but have not voted on the Home Rule Message yet. He said Clarkson Supervisor Kimball is the one who gave him the 3-legged stool analogy he referenced in the **MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 4**

Power Point presentation.

Mayor Blackman said the Village doesn't need to wait to see what Sweden and Clarkson do. She asked Clerk Morelli to place decision on the Home Rule Message as an item on the May 5th agenda.

Director Gouveia thanked the Village for their time and attention to this matter.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 5/0 that the minutes of the 4/7/14 meeting be approved as amended.

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 5/0 that the minutes of the 4/18/14 special meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Ciciotti moved, Trustee Hannan 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>	4/21/14	\$46,196.07
FUND (F): <u>Water</u>	4/21/14	\$45,917.89
FUND (G): <u>Sewer</u>	4/21/14	\$1,180.40
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$93,294.36 grand total

CLERK REPORT: Leslie Ann Morelli

- Any Sidewalk Café Permit applications –

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 5/0 to approve the application of Main Street Pizzeria at 13 Main Street for a 2014 sidewalk café permit – limited to 2 tables and 8 chairs (plus umbrellas and trash receptacle) daily from 11am to 10pm.

- 2014 Events Schedule – Clerk Morelli said the 2014 Events schedule will be available tomorrow from the Village website, Village Hall, Sweden and Clarkson Town Halls, Sweden Senior Center, Sweden-Clarkson Community Center, Seymour Library, SUNY College at Brockport Welcome Center. It will also be forwarded to BMA, GBCoFC, and GBDC leadership. It will also be forwarded to NYSCC and local media for any free publicity they wish to provide. Clerk Morelli thanked the organizations that responded to the letter calling for events information, and for community volunteer Norm Frisch for assisting her again this year with formatting the information she gathered into a nice poster. There are so many events this year that it is 11" x 17" 2-sided.

DEPARTMENT REPORTS:

- Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 3/31/14 – Treasurer Hendricks referred to the reports included in the packet. He commented on having \$85,000 in contingency with over 3/4 of the fiscal year through.
 - Budget Transfers & Budget Amendments – Treasurer Hendricks referred to the items included in the packet.

→ Trustee La Pierre moved, Trustee Hannan seconded, carried 5/0 to approve the following budget amendments:

Account	Description	Amount
A7450.4000	Museum Contractual/supplies	\$1,420.00 (1)
A3620.4000	Architect Services	\$700.00 (2)
A8560.4000	Trees – Contractual	\$1,300.00 (3)
A7450.4000	Trees – Contractual	\$1,610.00 (4)
A7550.4090	Museum Contractual/supplies	\$250.00 (5)

A7460.4000	Celebrations – Miscellaneous	\$500.00 (6)
A7460.4000	Loft Apartments Grant	\$5,742.00 (7)

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Purpose:

- 1) Expenditures for cleaning, repairing flooring in Museum – from Shafer Trust Account
- 2) Architect Services for Building Code Review for URM. Fees will be charged back to URM.
- 3) Funding for tree inventory \$1,000 annual subscription \$280
- 4) Funding for tree purchases, national Grid grant, Tree Fund
- 5) Expenditures for supplies from Shafer Trust Account
- 6) Funding for festival expenditures from Erie Canal Heritage Fund, Inc.
- 7) Funding for expenditures for Loft Apts. grant

and budget transfers:

Account #	From	Account #	To	Amount	Explanation of Transfer
A1990.4000	Contingency	A3120.4080	Police – Quarter Master Unit	\$1,000 (1)	
A1990.4000	Contingency	A3620.2000	Code Enforcement – Equipment	\$990 (2)	
A1990.4000	Contingency	A8560.4000	Trees-contractual	\$900 (3)	
A1990.4000	Contingency	A1325.4100	Clerk/Treas-publications	\$1,000 (4)	
A1990.4000	Contingency	A1010.4000	Trustees-contractual	\$2,511 (5)	
A1990.4000	Contingency	A1325.4030	Clerk/Treas-computer supplies	\$105 (6)	
A1990.4000	Contingency	A1325.4070	Clerk/Treas-copier expenses	\$650 (7)	
A1990.4000	Contingency	A3120.4040	Police-fuel	\$1,500 (8)	
A1990.4000	Contingency	A3120.4032	Police-supplies & equipment	\$2,400 (9)	

Purpose:

- 1) Funds for uniforms – additional cost due to hiring full time officers
- 2) Funds for office equipment – desk & chair
- 3) Emergency tree removal – Utica Street
- 4) Legal notices – costs exceeded budget estimates
- 5) Grant writer – costs exceeded budget estimates
- 6) Computer supplies – costs exceed budget estimates
- 7) Copier expenses – costs exceeded budget estimates
- 8) Police Department fuel for vehicles – costs exceeded budget estimates
- 9) Police Department – TRACS equipment for ticket writing

- PILOT – Park Place Apartments – update – Treasurer Hendricks reminded the Board that the current PILOT agreement with Belmont Management for Park Place Apartments is expiring. The Village has taken the lead on negotiating a new agreement and does the collection and distribution of the PILOT. The Village gets 23% while the Town, County, School District and Fire District each get a percentage. Belmont has agreed to the 15 year agreement proposed. If the Board is in consensus, he'll proceed with working with Town officials on wrapping this up. Mayor Blackman said she is glad Belmont agreed to the proposal. Board indicated consensus in Treasurer Hendricks moving forward with next steps.

- Building / Zoning / Code Enforcement – David J. Miller, Jr.
 - Computer Files & Property Files – BI/CEO Miller shared that he has been working

diligently to get the department's computer files organized, street by street. He is thankful to Trustee Hannan who spent immeasurable time organizing the paper property files and is grateful to now having the assistance of one of the Temporary Records Clerks who is beginning to scan property files onto the shared drive.

Clerk Morelli mentioned that the 2013-2014 LGRMIF grant application overestimated the number of hours the Temporary Records Clerks would be needed for the Village Hall records archives project. Therefore, it freed up grant hours to move onto a next step of the records project ahead of schedule.

- Inspections – BI/CEO Miller shared that to date he has done 35 permit inspections, 20 fire safety inspections and investigated 10 complaint issues. He will begin a block by block, street by street program.

- Police – Police Chief Daniel P. Varrenti
 - TRACS equipment – Chief Varrenti referred to the budget transfer regarding the TRACS equipment. He said a smart person knows what their abilities are and aren't. So much is

computerized in law enforcement now – all within marked police cars. The equipment was given to the department free of charge by the County, but we have to keep it updated. He explained that there is now a bar code on licenses and registrations. An officer uses a handheld scanner to scan the bar code and the information comes up.

▪ Pharmaceutical Waste Drop Off – Chief Varrenti announced such to be held
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Saturday, 4/26 from 10am-2pm. The purpose of this event is to collect pharmaceutical waste such as controlled substances, outdated, unwanted, expired prescription and over the counter medications. No appointment is necessary. The DEA takes control and the medications and containers will be incinerated under the supervision of law enforcement.

▪ Administrative Office – Chief Varrenti shared that Police Department Clerk Zimmerman will be on well-deserved vacation 4/23-5/5. Therefore, reports and such will be unavailable until her return.

▪ Part Time Clerk – Chief Varrenti said the proposed budget includes filling the part time Police Department Clerk vacancy. He has a draft posting. Mayor Blackman suggested holding that until later in the meeting until the vote on the proposed budget.

▪ Overtime – Chief Varrenti said a citizen asked for clarification regarding a statement he made at a recent meeting that the prior month had no overtime. The Treasurer responded to the citizen. Chief Varrenti said when he reports at a meeting on overtime, he is speaking of backfilling only. All Police Departments have overtime due to officers having to stay past the end of their shift if they are in the middle of a call, officers having to appear in court, etc. Recently, overtime is up a bit due to 2 retirements. He said Trustee La Pierre created a database and inputted all the data to date a few months ago. One of the functions of the part time clerk will be to input the data moving forward.

▪ Hiring – Chief Varrenti referred to needing to replace 2 positions due to recent retirements. There are 16 candidates they'd like to interview. One is a potential transfer Tier 6 Step 1 which would be a big savings. The interview committee will meet 5/3 starting at 1pm.

▪ Grants – Chief Varrenti reported having met with the Secretary of Public Safety in Albany recently as part of the Monroe County Police Chiefs Association. They discussed an unfunded mandate affecting law enforcement. At that time he was told that Brockport Police Department was awarded an Operation IMPACT Tools grant in the amount of \$31,200 for increased patrols to combat burglaries and motor vehicle thefts. While it might not seem like these are big issues here, they will target the use and distribution of drugs which leads to burglaries and motor vehicle thefts. Chief Varrenti said they were also awarded a Police Traffic Safety grant in the amount of \$4,200 to target improper cell phone use, speeding, red light and stop sign running. Chief Varrenti said they were also awarded \$10,000+ and \$7,800 in STOP DWI monies. Chief Varrenti said they were also awarded a grant for bullet proof vests that covers 50% of the cost (\$250 of the \$500 each). All totaling over \$53,000. He said when people see Police Department salary and overtime, some of it comes from grant monies instead of the Village budget.

▪ Rental Housing - Chief Varrenti commented that the demographics of the Village have changed in his 13 years here. He believes this is primarily due to the increase in run-down housing. When left to deteriorate, not even college students will want to rent there. They have other options whether on-campus or off-campus such as the new housing on Redman Road. That leaves adults and families often economically challenged and on social services. That doesn't mean they are bad people, but they may have different priorities and challenges.

Chief Varrenti shared that Building/Codes Officers can also be put in compromising positions or encounter less than desirable circumstances. BI/CEO Miller had a bullet proof vest when he was with Lockport, so he was outfitted with one here to use at his discretion. BI/CEO Miller thanked Chief Varrenti for such.

▪ Public Works – Superintendent Harry G. Donahue
▪ Grants – DPW Spt. Donahue reported that his CDBG application for monies for the West Avenue Water Main Replacement Phase I project has made it past the first hurdle. The County Executive notified the Mayor that she intends to include \$34,750 for it in the 2014 annual action plan for Housing and Community Development in Suburban Monroe County. Funding for the project will be confirmed in August. He said he didn't need to utilize the Village's grantwriters as he has submitted CDBG applications for many years.

PERSONNEL ITEMS:

• Appoint Deputy Clerk-Treasurer Erica Linden to full term to 6/30/15 (passed 6 month probation period) – Mayor Blackman shared that Erica successfully passed her probation period and was

evaluated by her, Clerk Morelli, Treasurer Hendricks and Deputy Clerk Herzog. She is doing a terrific job. Clerk Morelli concurred and said this is the best working Clerk-Treasurer team in her 15 years here. Trustee Andrews agreed and said it's the best in his 20 years involved in Village government.

→ Trustee La Pierre moved, Trustee Andrews seconded, carried 5/0 to extend Erica Linden's appointment as Deputy Clerk-Treasurer to June 30, 2015 to coincide with the 2-year appointment renewals of the Village Clerk, Village Treasurer and Deputy Clerk.

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- Consider request for temporary increase in hours (through 8/29) for Building/Codes Clerk Pam Krahe –

→ Trustee Andrews moved, Trustee Hannan seconded, carried 5/0 to approve the request of Building/Codes Clerk Pam Krahe for a temporary increase in hours due to workload – allowing 32 hours per week from April 28th through August 29th.

This remains a part time position at an hourly wage without benefits. Her continued efforts as the Building Inspector/Code Enforcement office continues its improvements are greatly appreciated.

Trustee Hannan said this is another way the Village Board is supporting improved Code Enforcement.

- 2014 Farmers Market – reappoint Managers Ruthann Tryka & Charlene Veltz -

→ Trustee Hannan moved, Trustee La Pierre seconded, carried 5/0 to reappoint Ruthann Tryka and Charlene Veltz as Co-Farmers Market Managers for the 2014 season.

OLD or NEW BUSINESS:

- 2014 Farmers Market – amend (if necessary) Rules & Regulations & Application -

→ Trustee La Pierre moved, Trustee Hannan seconded, carried 5/0 to confirm the Farmers Market Rules and Regulations as amended 2/14/12 and to utilize the application used in 2013 – simply changing the date to 2014.

**Village of Brockport Farmers' Market
Rules & Regulations
As Amended February 14, 2012
Confirmed April 21, 2014**

Market Mission

To promote the sale of fresh fruits, vegetables, plants, and other locally harvested goods.
To provide a direct marketing outlet for local agricultural produce and products.
To stimulate activity in Brockport's downtown business district.
To foster social gathering and community involvement.

Market Governance

The Village of Brockport Farmers' Market (hereinafter, "the market") is sponsored by the Village of Brockport (hereinafter, "the village"), and governed by the Village of Brockport Board of Trustees (hereinafter, "the board of trustees"), which shall:

- Promote the market
- Hire or appoint a market manager (hereinafter, "the manager")
- Establish rules and regulations, and adopt and amend them as needed
- Establish requirements for vendor participation in the market
- Maintain a general liability insurance policy for the market
- Establish and collect annual membership dues and/or market space fees
- Establish annually or as necessary the market's place and times of operation
- Develop an operational budget

The manager shall be responsible for the orderly and efficient operation of the market and for implementing the rules and regulations. The manager shall represent the sponsor during market days and in community activities. The manager shall assist the sponsor in determining the market budget, establishing market policies, soliciting vendor participation, collecting fees, establishing the operational schedule, and promoting the market. The manager serves at the pleasure of the board of trustees.

Place and Times of Operation

The market shall operate:

- On Market Street in the Village of Brockport
- From 8 a.m.-1 p.m.
- On Sundays
- Every Sunday from the third Sunday in June through the last Sunday in October

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Vendors at the Market

Bona-fide growers, craftpersons, and producers of homemade products or other sellers approved by the manager are eligible to become vendors at the market. The manager may grant permission to a vendor to supplement his product line with additional New York state products, as long as such product is otherwise missing from the market. Such permission shall be valid for one season.

Specific Product List

- Fruits and vegetables shall be offered for sale only by their grower; they shall have been grown, harvested and cared for post-harvest so as to insure maximum freshness.
- Cider and fruit juices shall be offered for sale only by the growers of those fruits from which they are made.
- Eggs shall be offered for sale only by the owner of the flock from which they came.
- Honey and honey products shall be offered for sale only by the owner of the hives from which they were derived.
- Maple syrup and maple syrup products shall be offered for sale only by the owner of the sugar bush from which they were derived.
- Cheese and other dairy products shall be offered for sale only by the owner of the herd that produced the milk from which they were processed. All dairy products shall be kept cool.
- Meat and poultry shall be offered for sale only by those that have raised the animals butchered to render it; it shall be kept refrigerated; it shall have passed United States Department of Agriculture or state inspection.
- Bedding plants, nursery products, and cut flowers shall be offered for sale only by their growers.
- Baked goods offered for sale shall have been hand made from scratch by the seller, using a recipe free of commercial mixes, crusts or fillings. Baked goods must have a protective covering or be wrapped.
- Wine may be offered for sale. Any vendor conducting a tasting shall display in his market space during all times of operation a sign that states: "State law requires that consumers be at least 21 years of age, proof required."
- All items offered for sale shall be priced clearly and displayed in a manner that does not confuse or mislead the customer.

Items not specifically listed herein must be pre-approved by the manager.

Guidelines for Selling at the Market

- Each vendor shall display at his market space during all times of operation a sign clearly indicating his name and the location of his farm/place of business.
- Each vendor shall be responsible for all equipment and supplies for the setup of a booth. Displays shall be constructed in such a way that they do not block customer walkways or pose any other hazard to customers.
- Vendors that provide samples and/or products that generate waste material, such as cups, rinds, or corn cobs, shall provide containers for waste disposal.
- Vendors shall keep their market space neat and clear of obstacles, litter and debris.
- Vendors shall clean and remove all refuse from their market spaces at the close of business each Sunday.
- All refuse shall be carried out by the vendor and not put in village trash cans
- All produce displayed for sale shall be at least 12" off the ground, with the exception of heavy or large items such as pumpkins.
- Smoking, alcoholic beverages and firearms are forbidden at the market with the exception of wine tasting and selling.
- Hawking and amplified music by vendors are forbidden at the market.
- All items offered for sale shall be of good quality and condition as determined by the manager, who may at his discretion require that inferior items be removed from displays.
- Vendors are expected to remain at the market for the full period of operation on market day

Products Sold at the Market

Vendors agree to adhere to all applicable regulations while selling at the market.

- Any vendor selling taxable items shall display in his market space during all times of operation a valid New York state certification of authority

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- Any vendors selling nursery and greenhouse crops shall display in his market space during all times of operation a valid New York state nursery license.
- Vendors selling processed foods, prepared foods, and other perishable items shall do so in compliance with the requirements of the New York State Department of Health.
- Vendors selling by weight shall have scales approved by the Monroe County Department of Weights and Measures.
- Vendors selling by volume shall use standard size containers, e.g., pint, quart, etc.
- Any vendor selling wine shall display in his market space during all times of operation a valid New York state winery license.
- Produce shall not be advertised as organic unless it has been certified by a recognized, independent, third party certifying agency. Vendors shall display during all times of operation their organic certification certificates.
- All prepackaged items, such as baked goods, must be labeled in accordance with New York state labeling requirements.

Vendors participating in the Farmers Market Nutrition Program (FMNP) shall be certified by New York State Department of Agriculture and Markets and provide crop reports to the manager.

All vendors participating in accepting Women, Infants, Children (WIC) program or Senior Nutrition coupons shall file a crop plan at the beginning of each season. The plan must show all products being grown or produced, quantities produced, and acreage under production of each item.

Vendors consent to inspection of their farms and/or businesses by the manager to verify claims of production. Any such inspection shall be made with the owner or his representative present, unless permission otherwise is given by the owner. The owner shall provide any help necessary to document products and conditions recorded at the inspection. The manager shall deliver to a vendor whose farm of business has been so inspected the results of such inspection and shall make the initial determination of any violations of this contract and their remedies.

Insurance

- As sponsor of the market, the village shall provide insurance coverage for the market place to cover such injuries as slips/falls and damages to property at the market.
- Vendors selling only fruits and/or vegetables shall have in force general liability insurance.
- All other vendors selling food products shall have in force general liability insurance of at least \$1 million. Documentation of such policy, which names the market, shall be provided to manager prior to the market season.
- The market is a member of the New York Farmers' Market Federation and members of the market can qualify for liability insurance under their program. It is recommended that all vendors carry liability insurance.
- All vendors shall execute a general indemnification of the village, its instrumentalities, departments, officers, trustees, employees, and agents, against any losses resulting from the vendor's sales and/or activities at the market.

Fees

- An annual market space fee of \$250 shall be due at contract signing or according to terms set forth by the manager. A \$20 daily fee shall be charged to those who do not have a reserved space.
- Vendors shall notify the manager in advance if they will be absent. The manager may allocate an absent vendor's market space to another vendor.
- The board of trustees shall determine market space fees.
- Fees collected shall pay for operating expenses and/or advertising and promotional costs.
- Subletting of market space by vendors is forbidden.

Market Space Assignment

The manager shall assign all market spaces. A vendor shall be limited to one stall and shall contain his display within the designated area. Seasonal vendors may work off their trucks in a designated market space not to exceed said limits. The manager shall assign to each vendor a market space for the duration

of the season. At his discretion, the manager may alter vendors' market spaces. Vendors may arrive two hours prior to the market opening as to allow for timely set up without interfering with pedestrian traffic. Any vendor arriving after the opening of market shall not be permitted to enter or setup for that particular market day. Rents are not refundable, either in part or in whole.

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 10

Grievance Procedure

Vendors agree to be bound by the terms, conditions, rules and regulations set forth herein. The manager may recommend to the board of trustees the termination of the contract of a vendor found to be in violation of such terms, conditions, rules and regulations. Vendors may appeal in writing to the board of trustees. The board of trustees shall respond in writing to any vendor that so appeals and make a final determination of the disposition of any such appeal.

Clerk Morelli will make the 2014 application and rules and regulations available at Village Hall and have posted to the Village website. She will also prepare the packets for the Managers to address to potential vendors.

- Resolution authorizing acceptance of an easement for water main affecting 80 Owens Road (Brockport Fire District) –

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

RESOLUTION AUTHORIZING ACCEPTANCE OF A CERTAIN EASEMENT FOR WATER MAIN AFFECTING 80 OWENS ROAD

PURSUANT TO A CALL OF A REGULAR MEETING OF THE VILLAGE BOARD 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 21st DAY OF APRIL, 2014 AT 7:00 P.M.

WHEREAS, THE BROCKPORT FIRE DISTRICT (the "Fire District") maintains a fire hall at 80 Owens Road in the Village of Brockport, Monroe County, New York; and

WHEREAS, the Fire District requires a new water main to serve the fire hall in order to further its mission of providing fire protection service to the Village and nearby areas; and

WHEREAS, the Village requires an easement through the land in which the water main is installed; and

WHEREAS, the Fire District has offered to convey the easement; and

WHEREAS, the Village Board is desirous of accepting said offered easement; and

WHEREAS, the Village Board has examined said instrument and finds the consideration above to be fair and reasonable for the value of each taking:

NOW THEREFORE, BE IT RESOLVED that the Village Board of the Village of Brockport, New York does hereby accept the easement from THE BROCKPORT FIRE DISTRICT encumbering a portion of the premises known as 80 Owens Road, Brockport, New York; tax map number (partial) 069.03-1-1 in accordance with the terms and conditions contained in such instrument and directs that the same be recorded in the Office of the Clerk of the County of Monroe; the fee for said recording be borne by the Village.

Duly put to vote as follows:

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

Carried 5/0

- Award – RFP response – I.T. / Website – Mayor Blackman said she has wanted to bring I.T. and website under the same umbrella, re-design the website and bring day to day website management in-house for Deputy Clerk-Treasurer Erica Linden to handle. The Village Board put out

the following RFP (Request for Proposals).

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 11

VILLAGE OF BROCKPORT
NOTICE

Please take notice that the Village of Brockport is hereby inviting proposals from providers for IT services along with website (final) design, development and hosting, and email hosting.

Please visit the village website www.brockportny.org to download the RFP.

Providers that work with municipalities preferred. Proposals describing your services, with cost estimates, along with client references must be mailed or e-mailed to Brockport Village Clerk Leslie Ann Morelli (lmorelli@brockportny.org), 49 State Street, Brockport, NY 14420 by 4pm Thursday, April 10, 2014.

Request for Proposal and Pricing - IT Service Contract and Website Development Services

The Village of Brockport seeks a Professional Services Provider for maintenance and support of the IT infrastructure of the village as well as website redesign and development of the village website. The Service Provider should present a comprehensive solution that meets these requirements and follows best practices for a municipal operation such as the Village of Brockport.

IT Support Services

Service Provider should provide monthly pricing for the following services and hourly pricing for all services outside of scope of maintenance services.

- Verification and installation of Windows updates on servers and workstations
- Monitor health of servers and primary performance metrics
- Review server logs for meaningful events or trends
- Monitor Anti-virus software updates and track any events
- Manage server capacity as needed and recommend changes
- Ensure licensing is valid and current
- Monitor Backup Logs and make any recommendations of necessary changes
- Provide ongoing recommendations to Village for IT Technology usage
- Software and Hardware Installation
- Monthly status reporting

Service Provider will also provide support services as needed for existing network infrastructure environment which includes various hardware and software components.

- Workstations – 13 workstations at several locations (Village Office, DPW, Museum, Welcome Center). Most workstations are Win7, a few are WinXP.
- Servers – One Server at Village Office (SBS2008), one server at DPW (SBS2003)
- Firewall - Sonicwall
- Mail Services – mail is currently hosted by a hosting provider (POP3/IMAP).
- Office Environment – MS Office 2007
- Financial and Operations - Harris - FlexBill, MicroFund, CashReciepts, other modules
- Tax and Assessment - TSL
- Code Enforcement – Williamson Law Books

Web Design and Development

Service Provider will conduct a redesign of the current Village website (www.brockportny.org) that will include site layout, graphic design, development, web-based and downloadable forms. The website will be implemented using a Joomla Content Management Solution. Complete project management and implementation should be included in the proposal. Blog capability and mobile-friendly site content must be available options. Some redesign work has already been done. The village will provide design input and content that will be incorporated into the finished site.

Respondents should provide the following.

- Examples of similar work done with other municipalities or like organizations
- List of specific expertise and solution examples
- Organizational capacity and proposed timeframe for site completion

- Proposed project personnel
- References
- Description of Design Approach and Experience
- Budget/cost structure

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 12

Response

All pricing shall be valid until June 31, 2014 and the pricing of any recurring services shall be valid through June 31, 2015. All responses should be mailed to Brockport Village Clerk, Leslie Ann Morelli, 49 State Street, Brockport, NY 14420 by 4pm Thursday, April 10, 2014; Proposals may also be emailed to: lmorelli@brockportny.org

Mayor Blackman shared that 2 responses were received. One was for website only and was very expensive. The other was for both and comes highly recommended from the Village of Churchville. Our current I.T. provider was not interested in responding as his focus is elsewhere and our current Website provider was interested in remaining for website, but unable to take on the I.T. portion.

Mayor Blackman said she, Trustee La Pierre and Village staff have met with Steve Tanner of the Pinpoint Group and are satisfied with the proposals. The website proposal has since been reduced by \$2,000 since much of the design work has been done by her and website student intern Lakita Marshall.

Treasurer Hendricks said the cost of such has been included in the proposed budget.

→ Trustee La Pierre moved, Trustee Ciciotti seconded, carried 5/0 to accept and authorize the Mayor to execute the I.T. and Website proposals of The Pinpoint Group.

Trustee La Pierre said there are many advantages to the new provider which will allow Village Hall and Public Works systems to become up to date, regular on-site preventive maintenance, backup solutions and the like.

Mayor Blackman concurred.

Clerk Morelli commented that Christopher Zelak of Synnova Solutions and Waylen Bray of Scenic View Web Co. have served the Village for many years at low cost and she thanks them for their service. They will remain on during the transition period in May, possibly June, until the Pinpoint Group takes over in entirety.

- Resolutions to adopt 06/01/14-05/31/15 budget & collect taxes –

→ Trustee La Pierre moved, Trustee Andrews seconded that the following resolutions be adopted:

RESOLVED, that the Brockport Village Board adopts the 06/01/14 – 05/31/15 General Fund budget in the amount of \$5,044,538, the Water Fund budget in the amount of \$1,095,296, and the Sewer Fund budget in the amount of \$145,346 and that there be levied and assessed against the real property of the Village of Brockport the following sums for village government and other charges for the fiscal year 2014-2015 with a tax rate of \$11.80 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2014-2015 fiscal year:

General Fund:		
Total Taxes for Current Budget		\$2,455,372
For Relieved Property Maintenance Charges		\$2,952.92
Water Fund:		
For Relieved Water Rents & Charges		0
Sewer Fund:		
For Relieved Sewer Rents & Charges		0
TOTAL REAL PROPERTY TAXES		
AND OTHER CHARGES ON ROLLS	=	\$2,458,324.92

Tax rate increased slightly from \$11.73 to \$11.80/1,000 of assessed valuation.

Water rates remain unchanged.

Sewer rates remain unchanged.

Execution of Tax Warrant
WARRANT FOR COLLECTION OF TAXES 2014-2015 FISCAL YEAR

TO: Leslie Ann Morelli, Village Clerk
Per Real Property Tax Law 1426

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 13

YOU ARE HEREBY COMMANDED to receive and collect from the persons named in the tax roll the sums stated opposite their respective names, being a total of \$2,458,324.92 for the following purposes:

General Fund:	
Total Taxes for Current Budget	\$2,455,372.00
Relevies (property maintenance)	\$2,952.92
	<hr/>
TOTAL REAL PROPERTY TAXES AND OTHER CHARGES ON ROLLS	\$2,458,324.92

Discussion:

Trustee Ciciotti read the following prepared statement:

During the 2013 elections I campaigned alongside Trustee Hannan and Mayor Blackman on the "Revitalize Brockport" party ticket. In the interest of revitalizing Brockport, two areas I feel strongly about are housing and fiscal responsibility. In addition, as a Trustee, my main objective is to attempt to uphold our mission statement, which is "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character." In reviewing the 6/1/14-5/31/15 budget my focus has been how to balance the need to provide a high quality of life for all residents while exercising fiscal responsibility. As can be evidenced in areas of our community, there has been a steady decline in housing conditions. As was stated during our 2013 campaign to Revitalize Brockport, "Housing is key to village prosperity, public safety, and quality of life".

I've had great concern that the 2014-2015 budget is underfunding our Code Enforcement Department while overfunding our Public Works Department. I requested a special meeting this past Friday to review these concerns with the Board one last time before voting on the budget. Although as a board we have not determined actual dollar amounts in revisions, I would hope that we are all taking a hard look at Code Enforcement and Public Works allocations to consider a more balanced approach to funding these departments so that we might exercise fiscal responsibility while attempting to provide a high quality of life for all.

One other area of concern is proposed salary adjustments for non-union employees. After discussing my concerns with the Board, that there has not been enough consideration given to these salary adjustments. Treasurer Hendricks has provided a solution to this via a 4/21 memo which states "The following is a suggested resolution for non-union salary adjustments. For the 2014-2015 budget, the Treasurer is hereby directed to prepare and submit for review and approval by the Village Trustees, a listing of all recommended salary adjustments for non-union staff".

Trustee Hannan said this is the 4th Village budget she has been a part of. She said the first three budget processes were somewhat traumatic. This one was not and she is very thankful. She said they will need to further support code enforcement by filling the part time code enforcement vacancy. There is enough flexibility in the budget to do so as the needs of this department become known. She knows many people want code enforcement to be a priority and they want to see real changes. She understands the built up frustration over lax code enforcement over the years. She has every confidence that is the intent of this Village Board.

Trustee La Pierre said he is committed to supporting code enforcement and although the specifics are not yet known, new software may be warranted. There is enough flexibility in the budget to accommodate this. He said he is confident that this is a good budget.

Trustee Andrews concurred with what he called his better informed colleagues on the budget.

Mayor Blackman said the only things to be determined are the specific salary increases for the non-union employees. She had proposed a 2.5% increase for all non-union as the DPW union contract calls for 2% and the Police union contract calls for 3%. She further recommends a modest correction of some salary inequities for the clerical staff only.

A vote was taken and recorded as follows:

John D. La Pierre	Trustee	yes
Carol L. Hannan	Trustee	yes
Valerie A. Ciciotti	Trustee	yes
William G. Andrews	Trustee	yes
Margaret B. Blackman	Mayor	yes

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 14

These resolutions were thereby declared duly adopted.

The following notice will be published:

VILLAGE OF BROCKPORT
NOTICE TO VILLAGE TAXPAYERS

PLEASE TAKE NOTICE that the Brockport Village Board adopted the Final Budget for the Village of Brockport for the fiscal year June 1, 2014 – May 31, 2015:

RESOLVED, that the Brockport Village Board adopts the 06/01/14 – 05/31/15 General Fund budget in the amount of \$5,044,538, the Water Fund budget in the amount of \$1,095,296, and the Sewer Fund budget in the amount of \$145,346 and that there be levied and assessed against the real property of the

Village of Brockport the following sums for village government and other charges for the fiscal year 2014-2015 with a tax rate of \$11.80 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2014-2015 fiscal year:

General Fund:

Total Taxes for Current Budget	\$2,455,372
For Relevied Property Maintenance Charges	\$2,952.92

Water Fund:

For Relevied Water Rents & Charges	0
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Sewer Fund:

For Relevied Sewer Rents & Charges	0
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TOTAL REAL PROPERTY TAXES		
AND OTHER CHARGES ON ROLLS	=	\$2,458,324.92

Tax rate increased slightly from \$11.73 to \$11.80/1,000 of assessed valuation.

Water rates remain unchanged.

Sewer rates remain unchanged.

Leslie Ann Morelli
Village Clerk
Village of Brockport

- Authorize Part Time Police Department Clerk Vacancy Notice –

→ Trustee La Pierre moved, Trustee Hannan seconded, carried 5/0 to authorize the following vacancy notice:

**PART-TIME POLICE DEPARTMENT CLERK
VILLAGE OF BROCKPORT**

The Village of Brockport seeks individual to assist the Brockport Police Department in a variety of clerical, customer service and record keeping functions. Responsibilities include, but are not limited to, working with and assisting the Administrative Department Secretary/Police Clerk and Chief of Police with administrative, and at times, confidential correspondence, ensure proper statistical data is maintained and relayed to appropriate state and federal agencies, assist with quarterly and year end reports, forward appropriate paperwork to the Monroe County District Attorney’s Office and applicable courts, maintain departmental reports, maintain Monroe County MoRIS and I/LEADS systems, prepare vouchers for grant reimbursements, enter arrest and bench warrants in MoRIS, MoRIS entries, I/LEADS entries, record background checks, answer telephones, answer complaint window, comply with court ordered “SEAL” orders, release towed vehicles, maintain petty cash fund, and other duties as

deemed appropriate by the Chief of Police.

Education and Experience: secretarial or related field. Associates Degree and public sector/municipal experience preferred. Must be personable, have a positive attitude, be a quick learner, detail/accuracy oriented and able to multi-task/prioritize. Familiarity with Microsoft Office is necessary. Additional task-specific computer programs are utilized.

Part time 20 hours per week, days and hours to be determined. \$11.09 per hour. No benefits. New York State Retirement System.

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 15

Download employment application from www.brockportny.org. Send cover letter and résumé with completed employment application by e-mail to: lmorelli@brockportny.org or by mail to: Attention: Brockport Village Clerk 49 State Street Brockport, NY 14420.

Application deadline: Noon, Friday, May 16, 2014

Leslie Ann Morelli
Brockport Village Clerk

VILLAGE BOARD REPORTS:

o Mayor Margaret B. Blackman

▪ Low Bridge High Water – Mayor Blackman shared that the 2nd annual festival is in the final planning stages. Flyers are available at Village Hall and on the website. Many of the same events as last year include the Village to Village regatta, Barge Charge 5K, Golden Eagle String Band, Erie Canal History lecture, Taste of Brockport, 4th grade poster contest, Erie Canal Rhapsody concert. New events include a presentation on cycling the Erie Canal, dance performance “Sail Away”, and Pizza Olympics. Dedication of a Brockport Community Museum interpretive panel on Main Street businesses in the early 1900s will take place at the corner of Main Street and Market Street. Also coinciding with LBHW is the Civil War Music performance at Nativity.

▪ Off Campus Relations Committee – Mayor Blackman shared she attended the 4/10 meeting, but will not be able to attend the 4/23 information session for students.

▪ Housing Visions – Mayor Blackman shared having attended a meeting 4/17 that BI/CEO Miller arranged with Housing Visions, a Syracuse housing group that focuses on sustainable neighborhood revitalization. Their development projects which include both rehabilitation of properties and new housing are funded by low income housing tax credits and local contributions to financing. Several attended and believed that this is a possibility for Brockport that merits further investigation.

▪ Monroe County Association of Villages - Mayor Blackman reported having attended the 4/17 Mayors dinner meeting – always informative. She learned that some Villages charge waste haulers a permit fee. Clerk Morelli said we do that.

▪ Trees - Mayor Blackman shared the response letter from Ryan Blothenberg of National Grid regarding the canal bank and tree take-downs.

“The work along the canal was necessary to provide for the enhanced safety and reliability of our asset. We notified the landowners where the work took place. While the site was within the confines of the Village, to my knowledge the Village is not a landowner in this particular instance. Based on previous discussions with our Real Estate Department, we had sufficient easement rights to complete the work.

While the work did alter the landscape of the powerline corridor, the powerline corridor itself, being composed of naturally growing shrubs and trees, was not an area being actively maintained or managed by the Village as part of the beautification program/standards.

It is my understanding that the Canal Corp. is planning to undertake restoration activities in this area, including the seeding of disturbed areas. In addition, the aesthetics of the area will be improved naturally during this year’s greenup and subsequent growing seasons.

Since there was a pre-existing easement agreement allowing for this type of work and this area was unmaintained for the purposes of beautification prior to the work, there isn’t a way to justify underwriting the cost of plantings for this specific area in response to the work that was carried out. There is opportunity, however, to explore a future project involving the collaboration of the Village of Brockport and National Grid.”

Mayor Blackman said she had a conversation with NYSCC Director Brian Stratton and Ambrose of the Syracuse office of the Canal Corp about the problem. They are going to get back to her regarding the matter of grinding down the stumps.

Mayor Blackman reminded of the 10am 4/25 Arbor Day ceremony and tree planting on Adams Street.

- Village Code Chapter 36 - Mayor Blackman shared that the 4/28 Village Board work session will focus on the proposed amendments and public hearing feedback regarding Village Code Chapter 36 Minimum Housing and Buildings Code. Village Attorney Mayer, BI/CEO Miller, and CRC Chair Appleby will join the Village Board.

- Trustee/Deputy Mayor William G. Andrews

- Low Bridge High Water – Trustee Andrews shared being part of the planning committee.

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 16

- GBDC – Trustee Andrews reported that Thursday Summer Serenades concerts are set. They are now developing a Sunday afternoon program for after the Farmers Market for poetry readings, dance, one act plays, African xylophone, and other cultural performances.

- Pro Brockport – Trustee Andrews shared having attended recent meetings.

- Main Street Grant Committee – Trustee Andrews reported having chaired a public meeting 4/16 in which 3 of O’Connell and Associates staff were here to give a presentation and answer questions. They are working on the environmental report. The Committee has been meeting regularly.

- Historic Preservation Board – Trustee Andrews shared that the SHPO (State Historic Preservation Office) notified the Village that the New York State Barge Canal is being considered by the State Review Board for nomination to the State and National Registers of Historic Places. They provided a draft copy of the fully documented nomination proposal and a copy of the criteria under which properties are evaluated. Certified Local Governments are required to participate in the nomination process. The Historic Preservation Board will hold a public hearing on at 7:15pm on Thursday, 5/15 and then prepare a report as to whether or not the property, in its opinion, meets the criteria for listing on the State and National Registers. Then the Mayor shall transmit the HPB report and recommendation to SHPO.

VILLAGE OF BROCKPORT
NOTICE

Please take notice that the Historic Preservation Board of the Village of Brockport will hold a Public Hearing beginning at 7:15pm on Thursday, May 15, 2014, in the Conference Room of the Village Hall, 49 State Street, Brockport, New York to consider the proposed nomination of the New York State Barge Canal Historic District for the State and National Registers of Historic Places. The Village of Brockport as a Certified Local Government is required by the State Historic Preservation Office to participate in the nomination process. After reasonable opportunity for public comment, the Brockport Historic Preservation Board will report to the Mayor its opinion as to whether this property meets the criteria for listing on the registers. All interested parties will be given the opportunity to be heard.

Trustee Andrews said HPB member Kevin McCarthy updated members on progress of the website.

Trustee Andrews said a subcommittee of HPB comprised of Sri Ram Bakshi, Pam Ketchum and Kevin McCarthy did a great job in responding to the CLG audit. The Village is in good standing with SHPO.

- Trustee Valerie Ciciotti –

- Village Attorney – Trustee Ciciotti noted that the Village’s contract with Harris, Chesworth, Obrien, Johnstone, Welch as Village Attorney is good through 6/30/14. She said at the recent special meeting held 4/18, the Board discussed soliciting proposals.

→ Trustee Ciciotti moved, Trustee La Pierre seconded, carried 5/0 to draft an RFP (request for proposals) for finalization at the 4/28 work session with a deadline for proposals of 5/30/14 so the Board is prepared to make an appointment at the July organizational meeting.

Clerk Morelli said besides Suburban News and the Village website, a wider audience would be reached by also posting the RFP in The Daily Record and Rochester Business Journal.

Mayor Blackman concurred and said the current firm is welcome to respond to the RFP.

- Trustee Carol L. Hannan

- Fees/Fines sufficient to deter violations - Trustee Hannan reminded the Board amends as it amends sections of the Village Code and as it amends the fee schedule at each July organizational meeting, that they should be prepared with suggested changes. She said one thing to look it would be fees and fines high enough to deter violations such as garbage to the curb too soon. She cited an example of having recently purchased a home on Main Street and the outgoing people dumping all sorts of trash and debris at the curb before a holiday weekend. She approached them and the response was "write me a ticket". Trustee Hannan said that is not an appropriate response. The community was left looking at it until garbage pickup several days later.

Mayor Blackman said garbage left out also contributes to a pest and varmint problem some have complained of.

Chief Varrenti said the past and present BI/CEO's face this and other challenges. He said for those receiving social services, properties are supposed to meet a certain standard. Chief Varrenti said he imagines many properties in the Village of Brockport do not meet such standards and can't rent to those

receiving such benefits. He suggested a phone call to Social Services may be in order regarding some properties they supply rent money for. Requesting they inspect the properties could be another tool in the toolbox of code enforcement.

MINUTES OF VILLAGE BOARD MEETING HELD April 21, 2014 continued.....page 17

Trustee La Pierre said to Chief Varrenti that he would think the Police Department has the ability to enforce Village Codes as well as the BI/CEO. Chief Varrenti said to a certain degree, but it takes a great deal of communication between the two departments. Trustee La Pierre said to him, it doesn't.

He imagines a police car drove by the Main Street property Trustee Hannan referenced and could have dealt with the people dumping the trash to the curb. Chief Varrenti said it was simply easier when the two departments were in the same place. They held regular meetings and worked on dividing the Village into quadrants.

- Trustee John D. La Pierre

- Main Street Grant Committee – Trustee La Pierre reported on being a part of the Main Street Grant Committee which has met regularly.

ADJOURNMENT:

→ At 8:56pm, Trustee La Pierre moved, Trustee Andrews seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk