

**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, November 3, 2014 at 7:00pm.**

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

**ALSO PRESENT:** Pam Ketchum, Kevin McCarthy, Joan Hamlin, Rebecca Leader, Mike Yaeger, Rachel Deppa, 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:

This meeting following so closely after Hallowe'en I thought that it might be interesting to have a look at how Hallowe'en was celebrated in some past years. I looked first at what happened a century ago. The Brockport Republic dropped some hints that there had been some Hallowe'en vandalism in earlier years, but I could not find any reports to confirm that. Nevertheless, on October 29, 1914, it warned that, "Boys should be careful not to carry their Hallowe'en pranks so far that they become practical jokes. A strict watch will be kept for malicious mischief makers." Also, the Republic referred to "some of the depredations in times past." In fact, those mischief makers might have been discouraged in other years as well, for it was usually reported that Hallowe'en witnessed an increased police presence.

In fact, Hallowe'en in 1914 seems to have been celebrated almost entirely with private parties. "A crowd of Brockport young men" gave a Hallowe'en party in Singleton Hall. Fagan's orchestra furnished the music and dinner was served. Mrs. L.B. Shafer and Mrs. James Mann acted as chaperones for the thirty couples who attended. Also, at the Normal School, "Arethusa entertained the new Normal students and the faculty at a Hallowe'en Party. The program was as follows: Song, Miss Cummings; Piano Solo, Miss Dean; Vocal Solo, Miss Spicer, Ghost Story, Miss Claire Williams; Ghost Dance, Miss Leonard (leader); Miss Whipple, Miss Andross and Miss Lee. Games, dancing and refreshments followed the program."

Things were quite different in the 1930s. Beginning in 1930, the Kiwanis Club sponsored Hallowe'en parades and parties centered on the Public Building, where the Market Street fire hall is now. Paul Hanks Sr., whom many of you will remember, seems to have been the main organizer. Their purpose, the Kiwanians announced, was "to provide wholesome amusements and a cessation of the rowdyism which has resulted in damage to property." The celebrations consisted of a parade, "sports", games, stunts, costumes, and prizes. Music was provided by the Brockport Fife and Drum Corps or the high school band. The 1933 parade was described by the Republic as "huge" and included torch lights. The economic Depression that was afflicting the country at that time seems to have been very much on the partiers' minds. In 1931, the parade included a white hearse drawn by two white horses and bearing a large sign saying "We are bearing the Depression" and in 1933, a float depicted "old man Depression".

The 1936 celebration was the last. In 1937, it was announced that there would be no parade because it was a Saturday and the streets would be crowded with shoppers. The "police believe they will have all they can handle in taking care of the usual Saturday night traffic without adding a parade of youngsters dodging around cars, etc. The risk and responsibility will be too much for the Club to assume." The Village Board added an announcement that "as early at October 19", windows on businesses had been soaped. So had the sign at the Seymour Library and part of a stone fence had been removed. Also, the Village Trustees sternly lectured, "Children, listen, you never had a library outside of the school until the Seymour Library was established and the Library Board has spent a great deal of money in filling up a special room for you and in buying books for your enjoyment. Surely you want to do your part. Damage to the library costs money and if the Board has to spend some for this reason, the benefits you receive there will be lessened."

**OATH OF OFFICE:** none

**CERTIFICATES & PROCLAMATIONS:** none

**PUBLIC HEARINGS:** none

**PUBLIC COMMENT:** none

**GUESTS:** none

**CONSENSUS ITEMS:**

- **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 4/0 that the minutes of the 10/20/14 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

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

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	11/3/14	\$71,340.71
FUND (F): <u>Water</u>	11/3/14	\$3,555.09
FUND (G): <u>Sewer</u>	11/3/14	\$515.75
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust &amp; Agency</u>	-	-
		\$75,411.55 grand total

**CLERK REPORT:** Clerk – Leslie Ann Morelli

- Monika W. Andrews Creative Volunteer Leadership Award – inviting nominations – Clerk Morelli reminded of the rules and shared the notice inviting nominations.

## **RULES**

### **The Monika W. Andrews Creative Volunteer Leadership Award**

**Purpose.** The purpose of this award is to encourage, recognize, and reward outstanding creative leadership by residents of the Towns of Sweden (including Brockport) and Clarkson who have served as volunteer leaders in improving the lives of their fellow citizens and the greater Brockport community.

**Eligibility.** All residents of the Towns of Sweden (including Brockport) and Clarkson who have been actively engaged as leaders in volunteer work in the greater Brockport community are eligible.

**Criteria.** This award shall be presented annually to an eligible person or persons who have demonstrated outstanding leadership in volunteer work by undertaking important innovative activities or creating significant new ways to serve the greater Brockport community. The work being recognized may have been accomplished in the year for which the person or persons are being honored or may have extended over a longer period of time. Examples from the volunteer work of the award's namesake include the creation of the first playground for handicapped children in Monroe County and the transformation of the Brockport Ecumenical Food Shelf to a "client-centered" facility.

**Nominations.** Nominations of eligible person may be made by individuals or organizations. Self-nominations are acceptable. Nominations must be supported by detailed descriptions of the volunteer leadership activities of the nominee to be recognized by the award. They must include complete contact information for the nominator and the nominee. Supporting letters are encouraged. Nominations must be submitted by postal mail or personal delivery to the Village Clerk, Village of Brockport, 49 State Street, Brockport, NY 14420, by noon on the last business day before the end of the calendar year.

**Selection.** The award winner(s) shall be selected by a committee composed of one member appointed by each of the participating municipal boards before the end of each calendar year. The member appointed by the Brockport Village Board shall chair the committee and convene it. It shall announce its selection at the first regular meeting of the Brockport Village Board after the January 31<sup>st</sup> following the close of nominations.

**Cash Award.** The award winner(s) shall receive the annual proceeds of a trust fund established to support this award and administered by the Brockport Village Treasurer. If more than one

award winner is selected the proceeds shall be divided equally among the winners. If no award is made in any given year, the proceeds of that year shall be added to the principal of the trust fund.

### **NOTICE INVITING NOMINATIONS**

Please take notice that nominations are being sought for candidates for the Monika W. Andrews Creative Volunteer Leadership Award. Nominees must be residents of the Village of Brockport, Town of Sweden or Town of Clarkson. Individuals and organizations may submit nominations. Self-nominations are acceptable.

In 2012 the three municipalities established the Monika W. Andrews Creative Volunteer Leadership Award as a memorial to the late Brockport resident. Its rules require that the award be given annually to one or more persons "who have demonstrated outstanding leadership in volunteer work by undertaking important innovative activities or creating significant new ways to serve the greater Brockport community". A trust fund has been established to provide cash awards for the winners.

The winners will be selected by a committee composed of one member appointed by each of the municipal boards. Nominations must be submitted to the Village Clerk, Village of Brockport, 49 State Street, by noon, December 31, 2014. A complete set of the rules for the award is available at the clerks' offices of the three municipalities or on the Village website, [www.brockportny.org](http://www.brockportny.org).

Leslie Ann Morelli  
Village Clerk  
Village of Brockport

- Surrender of delinquent 2014 Village taxes to Monroe County –

Clerk Morelli shared that Village tax collection has concluded. The last day to pay the 2014 Village taxes was October 31<sup>st</sup>. The surrender of unpaid 2014 Villages taxes is due to the County November 7<sup>th</sup>. The account of unpaid taxes, including interest through October 31<sup>st</sup> has been so compared and found to be correct. The total amount of the unpaid tax, including accumulated interest is \$73,675.16 (\$68,217.74 unpaid tax and \$5,457.42 accumulated interest). The amounts are re-levied onto the 2015 Town/County tax bills. The County forwards payment to the Village in April. She said the delinquents encompass 57 properties who either paid only the 1<sup>st</sup> installment or nothing at all. Of these 57 properties, 33 of them were on the surrender list last year.

→ Trustee La Pierre moved, Trustee Ciciotti seconded, carried 4/0 authorizing said certificate of village tax surrender.

- **PERSONNEL ITEMS:**

- Planning Board – accept resignation of Laurie LoMonaco –

→ Trustee Andrew moved, Trustee Ciciotti seconded, carried 4/0 to accept with regret the resignation of Laurie LoMonaco from the Planning Board.

- Emily L. Knapp Museum & Library of Local History – appoint 1 to Board and 2 to volunteer –

→ Mayor Blackman moved, Trustee Andrews seconded, carried 4/0 to appoint Neal Keating as the college faculty member on the Emily L. Knapp Museum & Library of Local History Board.

→ Mayor Blackman moved, Trustee Andrews seconded, carried 4/0 to appoint Sue Savard and Kimberly Taylor as Emily L. Knapp Museum & Library of Local History volunteers.

- Trustee – Mayor Blackman announced the appointment of Katherine J. (Kathy) Kristansen as Trustee to 6/30/15 to fill the vacancy created by Carol Hannan's resignation. Mayor Blackman shared that Kathy has been a Village resident for 10 years, is a High School math teacher in Churchville, and is involved with the Toy Shelf and St. Luke's. She was also a member/secretary of the Village Ethics Board.

Clerk Morelli shared that the Village would need to accept Kathy's resignation from the Ethics Board as she cannot continue once a Trustee.

→ Trustee La Pierre moved, Trustee Ciciotti seconded, carried 4/0 to accept the resignation of Kathy Kristansen from the Ethics Board.

- Planning Board member – Mayor Blackman announced the appointment of Peter Selig as Planning Board member to 6/30/17 to fill the vacancy created by Laurie LoMonaco's resignation. Mayor Blackman said he has been a Village resident for a number of years and will be a good fit on the Planning Board.

- Advertise remaining Board/Committee vacancies –

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

**Village resident vacancies:**

- Planning Board
  - complete a term to 6/30/17Meets 2<sup>nd</sup> Tuesday 7pm (only upon application)
- Tree Board
  - complete a term to 6/30/16
  - complete a term to 6/30/17Meets 3<sup>rd</sup> Tuesday 7pm September-May
- Code Review Committee
  - 5-year term to 6/30/19Meets 4<sup>th</sup> Monday 6pm
- Parks Committee
  - complete a term to 6/30/15
  - complete a term to 6/30/17Meets 3<sup>rd</sup> Monday 4:30pm April, July, August, September & as needed
- Housing Task Force
  - 1 spot remains - no set termMeets 2<sup>nd</sup> & 4<sup>th</sup> Thursday 7pm

**College at Brockport faculty member vacancies:**

- Emily L. Knapp Museum & Library of Local History Board
  - complete a term to 6/30/17Meets 4<sup>th</sup> Wednesday 6pm

Application deadline: Noon, Tuesday, November 25, 2014

A position interest form can be obtained at Brockport Village Hall or downloaded from the Village website: [www.brockportny.org](http://www.brockportny.org).

Completed form must be turned in to:

Leslie Ann Morelli, Village Clerk

Village of Brockport

49 State Street

Brockport, NY 14420

Monday thru Friday 8:30am to 4:30pm

or [lmorelli@brockportny.org](mailto:lmorelli@brockportny.org)

**OLD or NEW BUSINESS:**

- Adopt resolution – intermunicipal agreement to continue in Monroe County Stormwater Coalition -

→ Trustee Ciciotti moved, Trustee Andrews seconded, carried 4/0 to adopt the following resolution:

Authorizing Intermunicipal Agreement  
Monroe County Stormwater Coalition

WHEREAS, the Village of Brockport is a member of the Monroe County Stormwater Coalition; and

WHEREAS, the Coalition has prepared a new Stormwater Coalition Intermunicipal Agreement; and

WHEREAS, the Village Board of the Village of Brockport has determined it is in the best interest of the Village to continue its participation in the coalition.

NOW, THEREFORE BE IT RESOLVED:

That the Mayor is hereby authorized to execute the Stormwater Coalition Intermunicipal Agreement upon the review and recommendation of the Village Attorney.

That this resolution shall take effect immediately.

Discussion: Village Attorney Daniel Mastrella has reviewed the agreement and approves the execution of such agreement.

VOTE BY ROLL CALL AND RECORD:

Deputy Mayor / Trustee Andrews	yes
Trustee Ciciotti	yes
Trustee La Pierre	yes
Mayor Blackman	yes

Adopted 4/0

- Grant – TAG (technical assistance grant) denied application re feasibility study of Village Hall re museum – Mayor Blackman said this was really two projects rolled into one and the grant review committee was unfamiliar with the architect. It may be worth applying again just for the climate control part.

- Grant – TAP (transportation alternatives program) denied application re safe routes to school project – Mayor Blackman said the Village will be in a better position to apply again in 2016 after the GTC BATP report is completed.

#### VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
  - Intergovernmental Relations – Mayor Blackman shared that she meets with Town of Sweden Supervisor monthly to discuss issues of mutual concern such as the court, the Town tax increase, the senior center...
  - Police/Bar Owner meetings – Mayor Blackman said she participated in a meeting 10/22 at Brockport Police Department with bar owners to discuss plans for Halloween. She said bars are keeping to occupancy limits and owners spoke positively of police walk throughs. The next meeting is 11/6 at Village Hall with a representative from DMV to do a workshop on fake ID's.
  - Off Campus Student Relations Committee – Mayor Blackman reported having attended a 10/22 meeting. Student volunteers may be organized to clean up the Village on Saturday mornings.
  - Village Hall modifications for Village Court – Mayor Blackman reported stakeholders having met with Architect David Strabel 10/23 and application was made to JCAP for a \$30,000 grant for furniture, software and some of the construction costs. What isn't covered by the grant should be within what was budgeted. More details when exact figures are calculated. DPW will do the work as part of their regular work week pending no emergencies requiring their attention. Employees and files will be crowded, but cozy. The Treasurer is going to share the Village Clerk's office. The Mayor will relocate to the Treasurer's office. The BI/CEO department will relocate to the Mayor's office. The BI/CEO office will become a men's restroom and a ladies restroom. The restroom off the conference room will become the Court Clerks office. The 2<sup>nd</sup> floor records archives will become the Judges chambers. The records archives will be relocated off-site. The employee kitchen will double as a small meeting space when needed for the court. With modifications, the conference room doubles as the court room.
  - GTC BATP - Mayor Blackman reported on the 10/25 and 10/26 biking and walking tours of the Village and connecting routes to the Sweden and Clarkson and the Sweden/Clarkson Community Center, Sweden Town Park, Clarkson Town Park and to Owens Road. The committee is trying to get the word out about this planning grant to garner community involvement. She is meeting with BISCO tomorrow afternoon and First Friday at the Alumni House on Friday. Ray Duncan has contacted downtown merchants about meeting with them. There will eventually be public meetings.
  - RGE Site Remediation - Mayor Blackman reported she, DPW Spt. Donahue and

BI/CEO Miller having met 10/28 with RGE representatives regarding the Erie Street / Perry Street site remediation plans. RGE has notified property owners and will be leaving material at Village Hall as to the plans and schedule.

- Village Court - Mayor Blackman reported having met with the Village Justices and SUNY College at Brockport representatives about student misbehavior that ends up in court. She shared that the 1<sup>st</sup> Village court session for ordinances/parking tickets is scheduled for 4pm February 11<sup>th</sup>. Town of Sweden Court held these sessions quarterly. Village of Brockport Court will be holding them monthly. The rest of the schedule is being worked on.

- Police Ride Along - Mayor Blackman reported having done a police ride along Halloween night with Sgt. Paul Wheat from 10pm to 3am. She noted the large number of students and so many of them smoking (the campus is now smoke free). It was generally quiet, having witnessed 3 arrests and 2 warnings. Bar walk throughs were conducted. She said this was her 4<sup>th</sup> ride along on a busy weekend night in 3 years. She continues to be impressed with how our police relate to the people they apprehend and to those needing assistance. She thanked Sgt. Wheat and shared his reply to her:

"I enjoyed getting to speak with you about the positive political side of things and learn how you and the board are continuing to make steps to improve our Village. Unfortunately the political side of things that we hear about or are involved with are usually of the negative nature, dissolution, lawsuits, etc. You may also want to ride with one of the newer officers. It is often fun to see how they view things with their limited work experience. I am very proud of the job they do and more importantly love the fact that they take the same pride in our Village as you and I do. Lots of officers in other departments don't feel that way about their jurisdictions, but we are blessed that all of our officers look at the Village as their own."

- Vandalism - Mayor Blackman commented that 1 of her trees had been vandalized making that 3 in the Village since the end of August.

- Garbage - Mayor Blackman shared that she met with BI/CEO Miller last week about garbage policy and enforcement strategy. The BI/CEO team is creating a patrol schedule after garbage collection days to see what is left curbside. Violators will be tagged and told to remove and properly dispose of the garbage/trash left curbside or the Village will arrange to have DPW remove it and charge them for it. Keep in mind that any garbage/refuse on the street after Friday at 4:30pm will not be seen by the BI/CEO department until after 8:30am Monday. The day of collection they will be patrolling to look for refuse that is not in a container or overflowing a container. Properties without sufficient containers will be noted and an attempt will be made to determine the reasons (e.g. occupancy). These properties will also be tagged with a notice that all garbage must be completely contained in an approved, covered container. Those that transport garbage will be required to meet the Village Code regarding containers and vehicles, per Chapter 21-16 and 17. Violators will be ticketed.

- After Hours at the Library – Mayor Blackman reported having attended the 11/1 event which is always festive. The Village Board sponsored one of the hor d'ouerves tables and the basket contribution went for \$75 at the silent auction. This was a real deal since it includes 4 lunches, personal tours by Village Department Heads and the ELK Museum Board Chair, a bounty from the Farmers Market and a copy of Trustee Andrews' Civil War Brockport.

- NY State Barge Canal Historic District - Mayor Blackman shared correspondence indicating the Erie Canal being listed on the National Register of Historic Places. Owners of income producing properties may qualify for federal and/or state income tax benefits. Homeowners in qualifying census tracts may qualify for state income tax benefits for approved work. Properties owned by municipalities and not-for-profit organizations are eligible to apply for state historic preservation matching grants. Contact the Division for Historic Preservation at 518-237-8643 X3261 for information.

- Grant Opportunity - Mayor Blackman shared that GBDC is pursuing a grant opportunity needing authorization by the Village Board.

→ Trustee Andrews moved, Trustee La Pierre seconded, carried 4/0 to adopt the following resolution:

RESOLVED, to authorize the Village's grantwriters, J. O'Connell & Associates, to prepare an application for a Capacity Building Grant Program from the Arts and Cultural Council for Greater Rochester in an amount not to exceed \$3,587, no monetary match by the Village being required, for flags and banners for promotion of arts and culture regarding Summer Serenades and Sundays on the Canal.

- Trustee/Deputy Mayor William G. Andrews
  - Main Street Grant Committee – Trustee Andrews shared that the Committee and grant representative will be meeting tomorrow. One property in the program has sold and the new owner is changing the nature of the project.
  - Historic Preservation – Trustee Andrews shared that the Landmark Society has completed its nomination of the High Street Cemetery and Bero has completed its nomination of the Park Avenue / State Street residential district. If successful, it will add to the Village's list on the State and National Registers of Historic Places.
  - GTC BATH - Trustee Andrews said there was no representative from the Town of Sweden, so he inquired if Sweden Highway Spt. Brian Ingraham would be willing to serve. He agreed.
  - ELK Museum - Trustee Andrews said the ELK Museum Board continues to be concerned that roof repairs have not taken place. He said DPW Spt. Donahue assured him that he will get in touch with the contractor for an estimate. The new roof slates have to be the right shape and color to match the existing slates.
  - Pro Brockport – Trustee Andrews reported having attended a meeting of Pro Brockport.
  - Monika W. Andrews Creative Volunteer Leadership Award Selection Committee - Trustee Andrews thanked Mary Ann Thorpe for serving as the Village representative and Chairing the committee the past two years. She will be wintering down south and unable to serve in this capacity. He said Helen Maier, the Sweden representative will also be unable to continue. He thanked both of them for doing a great job of getting the project off to a fine start. He is recommending to the Village Board that Linda Ketchum be appointed as the Village representative. He is recommending to the Sweden Town Board that Robert Westbrook be appointed as the Town of Sweden representative. Kermit Mercer continues as the Town of Clarkson representative and will Chair the selection committee.

→ Trustee Andrews moved, Mayor Blackman seconded, carried 4/0 to appoint Linda Ketchum as the Village representative on the Monika W. Andrews Creative Volunteer Leadership Award Selection Committee.

- After Hours at the Library – Trustee Andrews shared that as part of the Sweden Bicentennial celebration he participated in narrating the wartime romance program at the After Hours at the Library event.

- Sweden Gala – Trustee Andrews shared that the Sweden Bicentennial celebration concludes with a gala to be held 12/13 at the College ballroom. Get your tickets!

- Trustee Valerie A. Ciciotti
  - Housing Task Force – Trustee Ciciotti reported that the HTF meetings are off to a good start. Discussion has taken place about the possibility of working with the College on a GIS mapping project. This could have many worthwhile applications for the Village and be an opportunity to work with College faculty and students. They hope to coordinate a meeting date with the Village Board to outline its potential.

- Trustee John D. La Pierre
  - Police/Bar Owner meetings – Trustee La Pierre said the bar owners are anxious to learn more about running their businesses more safely and profitably.

- After Hours at the Library - Trustee La Pierre commented on having an enjoyable time at this event.

- Village Hall modifications for Village Court – Trustee La Pierre reported having participated in the meeting with the architect.

- Lighting seminar – Trustee La Pierre shared that he will be attending a seminar Thursday regarding LED lighting and how it can cut municipal costs.

- Award bid – Trustee La Pierre said the Auctions International auction for the 2001 Hyundai loader ended Friday. The top bid was \$35,500 – more than the \$25,000 minimum we wanted.

→ Trustee La Pierre moved, Trustee Ciciotti seconded, carried 4/0 to accept the high bid of \$35,500 for the 2001 Hyundai loader and the next two highest bids should the top bid fall through.

- DPW Laborer Vacancy – Trustee La Pierre said he and DPW Spt. Donahue reviewed all of the applications and conducted interviews of finalists today. They recommend the hiring of Daniel Verace to start at level one pay and tier 6 retirement.

→ Trustee La Pierre moved, Trustee Andrews seconded, carried 4/0 via roll call to hire Daniel Verace as DPW Laborer at starting pay of level one and tier 6 retirement pending successful completion of required testing.

**EXECUTIVE SESSION:** none

**ADJOURNMENT:**

→ At 7:45pm, Trustee Andrews moved, Trustee Ciciotti seconded, carried 4/0 that the meeting be adjourned.

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Leslie Ann Morelli, Village Clerk