

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Court Conference Room 49 State Street Brockport, New York, October 1, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Shawn Halquist, Trustee Katherine J. Kristansen, Clerk Leslie Ann Morelli

ALSO PRESENT: Emma Chilson-Cline, Gwendolyn Quail, 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."

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARINGS: none

GUESTS: none

PUBLIC COMMENT: none

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the minutes of the 9/17/18 meeting be approved as written.

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the minutes of the 9/24/18 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

Clerk Morelli shared that the Deputy Clerks did not have time to process the vouchers due to other month-end and month-beginning work. They will be done tomorrow for Trustees review and initials and approval on the record at the next meeting.

CLERK REPORT: Clerk – Leslie Ann Morelli

- o United Way 2018 Campaign certificate of achievement – Clerk Morelli referred to the letter and certificate in the packet. Although few employees participate, United Way appreciates what is given.

- **PERSONNEL ITEMS:**

- o Board / Committee vacancies – the following vacancies remain:

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

Volunteer vacancies for Village residents:

- Zoning Board of Appeals – meets 1st Thursday 7pm at Village Court (only upon application)
Note: a minimum of 4 hours of training is required each fiscal year (6/1-5/31)
 - 1 vacancy to complete a term to 6/30/22
 - 1 vacancy for a term to 6/30/23
- Historic Preservation Board – meets 3rd Thursday 6:30pm at Village Court
 - 1 vacancy to complete a term to 6/30/19
 - 1 vacancy to complete a term to 6/30/20
- Emily L. Knapp Museum Board - meets 4th Wednesday at 6:30pm at Village Hall
 - 1 vacancy to complete a term to 6/30/19
 - 1 vacancy to complete a term to 6/30/20
- Tree Board – meets 3rd Tuesday 7pm (October – May) at Village Hall
 - 2 vacancies to complete a term to 6/30/21
- Code Review Committee – meets 4th Monday at 5:30pm at Village Hall
 - 1 vacancy to complete a term to 6/30/19

- Housing Task Force – meets 4th Monday at 5pm at Village Hall
2 vacancies to complete a term to 6/30/20

All Boards/Committees/Task Forces - if meeting schedule falls on a holiday, there is no meeting.

Applicant must be a Village resident & able to use email & internet.

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

Updated: 9/18/18

Deadline: until vacancies filled

For posting: on Village website & at Village Hall & at Seymour Library

- **OLD or NEW BUSINESS:**

- SEQR Lead Agency concurrence – Town of Sweden – portion of vacant parcel on Owens Road rezoning project (future construction of Frances Apartments Phase II) -

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to respond to the Town of Sweden SEQR Lead Agency Coordination Request regarding a portion of vacant parcel on Owens Road rezoning project that this agency, the Village of Brockport, has no objection to the Town of Sweden Town Board assuming Lead Agency status for this action.

Trustee Halquist asked Mayor Blackman as to the status of the joint grant application with the Town of Sweden for sidewalks on Owens Road. Mayor Blackman said they are waiting to hear, but the grant writers believe it is a strong application and likely to be funded.

- Large burgundy chairs at Village Court & Village Hall – declare surplus & list on Auctions International – Mayor Blackman shared that the JCAP grant application next on the agenda includes funding to replace 4 or 5 of the large burgundy chairs at Village Court. She said Village Justice Martin has indicated the Justices may want to keep one for their use at the bench. Treasurer Hendricks has indicated he may want to change his out for a more appropriate desk chair.

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to declare surplus & list on Auctions International the 4 or 5 large burgundy chairs at Village Court and the 4 or 5 large burgundy chairs at Village Hall.

The chairs will not be released until replacements for the ones at Village Court arrive. The new model selected is less cumbersome, easier to move and maneuver and the height is appropriate for Board members to be seen behind the dais.

- Grants:

- Authorize application for a 2018 JCAP (Justice Court Assistance Program) grant –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to adopt the following resolution:

RESOLVED, that the Brockport Village Board of Trustees does hereby authorize the Brockport Village Court via the Village's grant writers, J. O'Connell & Associates, to file an application for funds from the New York State Unified Justice Court, in accordance with the provisions of the Justice Court Assistance Program in an amount not to exceed \$30,000, and upon arrival of said request to enter into and execute a project agreement with the State for such financial assistance to the Village of Brockport. There is no matching component. The funds would be used to purchase records storage shelving and additional court room furnishings for the Court. Application due: 10/11/18.

Note for the record:

J. O'Connell & Associates contact is Mary Beth Willis

Village Board contact is Mayor Margaret Blackman

Village Court contact is Court Clerk Stepanek

Village Office contact is Deputy Clerk-Treasurer Erica Linden

- Authorize application for a NYSCA/Genesee Valley Arts grant re Brockport Symphony Orchestra –

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to authorize the Village's grantwriters, J. O'Connell & Associates, to prepare an application to NYSCA - NYS Council on the Arts - for a Community Arts grant in an amount not to exceed \$5,000 to cover the Brockport Symphony Orchestra 2019 seasonal performances in Brockport and Monroe County. There is no cost to the Village.

Note for the record:

J. O'Connell & Associates contact is Gia Faust

Village Board contact is Mayor Blackman

Village Office contact is Deputy Clerk-Treasurer Erica Linden

VILLAGE BOARD REPORTS:

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

Tree Board Meeting 9/18—I am temporarily chairing the meetings as we have not elected a chair and did not have a quorum to vote on anything. Nonetheless, we accepted \$165 in donations, tentatively accepted an ex-officio member who does not live in the village, discussed the Market Street tree conundrum and the desire to have a replanting/re-landscaping plan in place before any trees are removed. We also discussed the process of residents requesting a tree in front of their property and how we can route that request to the tree board and then to DPW. Want to make the form an online submission so it can be retrieved at Village Hall and then forwarded to DPW.

Diversity Conference 9/20—For 18 years the college has held a Diversity Conference where a day of sessions are devoted to a diversity of diversity issues (race, culture, LGBTQ issues) and the evening lecture brings in a well-known speaker. This was the first year that the Village, in the person of the mayor, was invited to give welcoming remarks. I believe this was a reflection of our expanding and strong partnership with the college.

9/24 Lunch with Senator Ort and Chief Cuzzupoli re SUNY Impact Aid. We want to keep the Senator in the loop about how we are using the SUNY Impact Aid monies (still to come) so we invited him to Brockport to have lunch with us. Efforts focus on police visibility in the community and at the college, improving accessibility to the police, emphasizing community policing and partnerships with University Police. We promised an end of the year report on our efforts.

9/26 Meeting with Sue Hughes Smith and Ben Frevert. They are the guiding forces of the Rochester People's Climate Coalition and the founding members of a new group called Rocricticity with the mission of bringing community choice aggregation (CCA) to Rochester and Surrounding areas in an effort to provide carbon-free electricity resulting in cleaner communities. We have already signed on to CCA and are waiting for more communities to do so. The meeting was simply to touch base and let us know where things stood. I've included the link to their website in my report (<https://www.rocricticity.com>)

9/27 Town/Gown Meeting—First of the year. We have 4 a year, and in between the subcommittees of this big committee do the real work. Those are Off campus housing and neighborhood quality of life, community outreach, Drugs and Alcohol on a college campus. It's a very large committee, about 40 people in all, half college, half community. The original town/gown committee was created by former mayor Frank Sacheli and College President Al Brown in the late 1960s. When we revived it in 2014 it initially comprised 8 members. Its current size makes it a bit cumbersome but it's a testament to the interest in college community partnerships, working together towards common goals, and in erasing the divisions between college and community.

9/28 Tree Planting for Jeanette Banker Brockport Alum (class of 1953) and Emerita at Hartwell Hall. Jeanette was the advisor to the class 1964 with whom she maintains many friendships. She created a number of scholarships at the college, and projects a can-do spirit and wonderful optimism well into her 80s. The celebration was a nice end to the week.

- o Trustee/Deputy Mayor John D. LaPierre
 - Trustee LaPierre provided the following report:

On Sept 19th, I met with the Mayor and Susan Smith to discuss Welcome Center opportunities.

On Sept 20th, I attended the great celebration of the Bill Andrews Bench dedication.

On Sept 27th, I attended the Town/Gown meeting at The College at Brockport.

On Sept 27th I also went to a meeting about the Comprehensive Plan.

On Sept 29th I took a ride with one of Brockport's finest...Officer Zachary Wakefield. Starting at 10PM the evening quickly got very interesting as the DMV was there for a check of drivers' licenses at the Stoneyard and at the Red Jug. Several hours later, about 15 young people learned that phony or modified driver's licenses are not acceptable. They got what amounts to a traffic infraction requiring them to appear before our Court, probably pay a fine. But most impactful will be the letter they receive advising them that their driver's license is suspended...probably for 90 days.

- Trustee Annette M. Crane
 - Trustee Crane provided the following report:

9/20 I attended the bench unveiling for Bill Andrews. It is a fitting honor for our colleague.

9/22 I attended the Farm to Table dinner at Kirby's Farm Market. This is a fundraiser for the BEST foundation, which supports Brockport Central Schools.

9/24 I attended the Housing Task Force meeting. We met with Matt Ingalls and Andy ?? of Ingalls Planning to discuss the approach to student housing in the development of our Comprehensive Plan.

Also on 9/24 I attended the end of the Code Review Committee meeting. Discussion of how to deal with feral cats in our Village Code.

9/25 I attended the Sweden Town Board meeting.

9/27 I attended the Comprehensive Plan open house.

9/28 I stopped by Village Hall to say goodbye to Katie Brown on her last day as Clerk for our Code Enforcement Department. She will be missed.

Lastly, I want to state that I am thrilled that the village has received the SUNY Impact money from the State. We will put that money to good use.

- Trustee Shawn Halquist
 - Trustee Halquist shared the following:
 - attended the Bill Andrews bench dedication at Village Hall on 9/20
 - could not attend 9/26 E.L.K. Museum Board meeting but learned that a sizeable donation was received from Jack Mahan
- Trustee Katherine J. Kristansen
 - Trustee Kristansen provided the following report:

September 20th...I joined many other residents, friends and colleagues of Bill Andrews at the Village Office for the presentation and dedication of his own bench on the front porch.

September 24th...A busy evening...I attended the first part of the Code Review meeting where cats were discussed with a guest from the SPCA. I then attended a meeting of the Greater Brockport Chamber of Commerce where the Casino Night was discussed. The event will be on October 12th in the evening.

September 27th...I assisted with the Village of Brockport Comprehensive Plan Open House. This event was designed to bring information to the public and to gather information from the community. There is a survey on line that the committee and planners are requesting our community members to fill out. The address (which can also be reached through the village website) is <https://www.surveymonkey.com/r/59HZQNR>. Please take the time to fill this out.

September 28th...Along with others, I spent some time with and wished Katie Brown safe travels and good luck as she ventures away from Brockport to a new career opportunity.

Also, received a flyer about the Career/Internship Fair at the college on November 7th...very good resource for seeking out College student participation in government activities.

EXECUTIVE SESSION:

→ At 7:36pm, Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the Board of Trustees of the Village of Brockport enter executive session to discuss a personnel matter re the Building/Codes Department.

→ At 8:20pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

ADJOURNMENT:

→ At 8:20pm, Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk