

VILLAGE OF BROCKPORT

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

VILLAGE BOARD - MEETING AGENDA

Monday, November 7, 2016 7:00pm

Location: Village Hall conference room

- **CALL TO ORDER / PLEDGE:** please silence cell phones & electronic devices
- **MOMENT OF SILENCE:** to honor those who serve our Country, enforce our laws, & respond to emergencies
- **BROCKPORT HISTORICAL MOMENT:**
- **OATH OF OFFICE:** (ceremonial) none
- **CERTIFICATES & PROCLAMATIONS:** none
- **PUBLIC HEARINGS:** none
- **PUBLIC COMMENT:** 5 minute limit per person / state name & address for record & speak directly to entire Board / share if this is a prepared statement & submit hard copy to Clerk after reading (& electronically next day)

- **GUESTS:**
 - College Intern Sam Bingay – mapping projects

- **CONSENSUS ITEMS:**
 - Approval of minutes – 10/17/16 & 10/24/16 & 11/1/16
 - Approval of bills to be paid

- **CLERK REPORT:**
 - Clerk – Leslie Ann Morelli
 - Employee Handbook update status
 - Fireworks notice
 - Matt's Coats for Kids 2016 – collection box at Village Hall 11/1-11/30
 - 2017 Smile Saver dental rates
 - Monika W. Andrews Creative Volunteer Leadership Award – inviting nominations
 - Local Laws 1-3 of 2016 – filing & in effect notice
 - 2016 Civil Service payroll certification
 - Surrender of delinquent 2016 Village taxes to Monroe County

- **PERSONNEL ITEMS:**
 - Accept resignation of Sriram Bakshi from Historic Preservation Board & Seymour Library Board
 - Authorize Boards/Committees vacancy notice
 - Fill 1 full time DPW Laborer vacancy per DPW Spt. hiring recommendation

- **OLD or NEW BUSINESS:**
 - Accept Parkitects project estimate for South Ave Park - Phase 2 equipment
 - Approve recommended deaccession list per 10/26 E.L.K. Museum Board meeting
 - Social Media Policy & Facebook Standard – consider possible amendments
 - Grants: National Grid 10,000 Trees and Growing – 2015/2016 tree plantings approved for reimbursement

- **VILLAGE BOARD REPORTS:**
 - Mayor Margaret B. Blackman
 -
 - Trustee/Deputy Mayor William G. Andrews
 -
 - Trustee Annette M. Crane
 -
 - Trustee Katherine J. Kristansen
 -
 - Trustee John D. LaPierre
 -

- **EXECUTIVE SESSION**

- **ADJOURNMENT**
 - **Upcoming:**
 - ❖ Village Hall closed for holiday: Friday, 11/11
 - ❖ Village Board meeting: 7pm Monday, 11/21 (w/ Attorney & Treasurer & Department Heads)
 - ❖ Village Hall closed for holiday: at 12:30pm Wednesday, 11/23, Thursday, 11/24, Friday, 11/25
 - ❖ Village Board work session: 7pm Monday, 11/28

 - ❖ Village Board meeting: 7pm Monday, 12/5
 - ❖ Village Board meeting: 7pm Monday, 12/19 (w/ Attorney & Treasurer & Department Heads)
 - ❖ Village Hall closed for holiday: Monday, 12/26

 - ❖ Village Hall closed for holiday: Monday, 1/2
 - ❖ Village Hall closed for holiday: Monday, 1/16
 - ❖ Village Board work session: 7pm Monday, 1/23

GUIDELINES FOR PUBLIC COMMENT:

The public shall be allowed to speak only during the public comment period of the meeting or at such time as recognized by the presiding officer.

- Speakers must be visible.
- Speakers must give their name, address and organization, if any.
- Speakers must be recognized by the presiding officer.
- Speakers must limit their remarks to (5) five minutes on a given topic or extended if recognized by the presiding officer.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks shall be addressed to the Board as a body and not to any member thereof.
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications in the event of creating a hardship to attend the meeting personally.

Village of Brockport
Budget Preparation Calendar
Fiscal Year June 1, 2017 – May 31, 2018
Adopted by Village Board 7/18/16

Monday, November 7, 2016 <i>done 10/12/16</i>	Treasurer to notify Department Heads & Village Justices (via memo with templates) of the necessity for expense estimates
Monday, December 12, 2016	Department Heads & Village Justices to submit expense estimates to Treasurer
Monday, January 23, 2017- 7pm	Village Board work session - with Treasurer & Department Heads to discuss department budget requests
Monday, February 27, 2017 – 7pm	Village Board work session - with Treasurer to discuss & make revisions to budget requests (if necessary)
Monday, March 6, 2017 – 7pm	Village Board meeting - Treasurer will provide updated information regarding budget development
Wednesday, March 16, 2017	Treasurer to file tentative budget with Clerk (must by March 20 th)
Monday, March 20, 2017 – 7pm	Village Board meeting - Treasurer will provide updated information regarding budget development
Wednesday, March 22, 2017 for March 26, 2017 edition	Clerk to publish notice of receipt of tentative budget from Treasurer & of upcoming public hearing on proposed budget
Monday, March 27, 2017 – 7pm	Village Board work session – with Treasurer to discuss & make revisions to tentative budget (if necessary)
Monday, April 3, 2017 – 7pm	Treasurer to present proposed budget - public hearing
Monday, April 17, 2017 – 7pm	Village Board meeting – adopt budget (must by May 1 st)

VILLAGE OF BROCKPORT
NOTICE
Re Fireworks

Please take notice that the Brockport Village Board granted consent to the Stetson Club for fireworks per Village Code Chapter 18 Section 2 "Exception for organizations" after the 5pm Sunday, December 4, 2016 holiday of lights parade. Firework testing is scheduled for 7pm Thursday, November 10, 2016. The launch location is anticipated to be along the north side of the canal between the Main Street and Smith Street bridges.

Leslie Ann Morelli
Brockport Village Clerk

Dated: November 3, 2016

For publication in Suburban News and posting on Village website and at Village Hall.

October 29, 2016

Matt's Coats for Kids 2016



Thank you for being a drop site for this year's coat drive! Please attach the box cover page and the story of Matt's Coats for Kids to your box. Donation dates will be from November 1st to November 30th, and the donations will be picked up on December 1st. This year we will be collecting brand new and gently used coats for ages birth through adult. Starting this year although the name remains the same we will be reaching out to also help some adults in need. We are also collecting mittens and gloves (brand new only), in honor of Giana Bartolucci who passed to heaven this June. Her family's church has faithfully supported the coat drive for many years and we are honored to be helping others in her memory as well as Matt's.

If anyone has any questions please have them contact us by phone 964-7744(leave message)721-5289(call or text) or email us at addama58@aol.com (put Matt's Coats for Kids in the subject line).

Thank you for your generosity and support!

Karen and Doug Leidig

Karen and Doug Leidig, Matt's Coats for Kids

RATE SUMMARY SHEET

Group: 1461 - 501
 Effective Date: January 1, 2017

ATTN: LESLIE ANN MORELLI
 VILLAGE OF BROCKPORT
 49 STATE ST
 BROCKPORT, NY 14420

Rates shown below represent a Monthly Premium

Package Number: 010

BLUE SHIELD SMILE SAVER IV

012-SINGLE

\$57.50

2017 58.21

014-FAMILY

\$146.49

2016 145.75

018-MED SECOND

\$57.50

58.21

020-FAM MEDSEC

\$146.49

145.75

**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 **by Noon, Friday, December 30, 2016** to the Brockport Village Clerk 49 State Street Brockport, NY 14420 lmorelli@brockportny.org. A complete set of the rules for the award is available at the clerks' offices of the three municipalities and on the Village website www.brockportny.org.

Leslie Ann Morelli
Brockport Village Clerk

DATED: 11/7/16

For publication in the 11/13/16 & 12/11/16 edition of Suburban News.
For posting on website and bulletin board of Village of Brockport, Town of Sweden, Town of Clarkson.

RULES
The Monika W. Andrews Creative Volunteer Leadership Award
Established 10/23/12
Amended 11/17/14

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 persons 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 Brockport Village Board shall designate one of the committee members to chair the committee and convene it. It shall announce its selection at the first regular meeting of the Brockport Village Board after the January 31st following the close of nominations.

Cash Award. The award winner(s) shall receive a monetary prize from the trust fund established to support this award and administered by the Brockport Village Treasurer. If more than one award winner is selected the monetary award shall be divided equally among the winners.



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence
Climate Smart Community*

VILLAGE OF BROCKPORT NOTICE OF ENACTMENT & FILING OF LOCAL LAWS

PLEASE TAKE NOTICE that the following Local Laws were adopted by the Village Board, filed with the Secretary of State, State of New York and proof of filing has been received. Said local laws are in full force and effect in the Village of Brockport.

- Local Law #1 of 2016 – amending Chapter 58-23B Historic Preservation of the Brockport Village Code (as to the makeup of the Historic Preservation Board)
- Local Law #2 of 2016 – amending Chapter 58 of the Brockport Village Code to include a section on Electric Vehicle Charging Stations
- Local Law #3 of 2016 – amending the Brockport Village Code to include a chapter on Parks

Leslie Ann Morelli
Village Clerk
Village of Brockport

Dated: 10/17/16

For publication in the Suburban News.
For posting on Village website and Village Hall bulletin board.

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Annette M. Crane, Katherine J. Kristansen, John D. LaPierre

STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001
WWW.DOS.NY.GOV

ANDREW M. CUOMO
GOVERNOR
ROSSANA ROSADO
SECRETARY OF STATE

October 12, 2016

Leslie Ann Morelli
Village Clerk
49 State Street
Brockport NY 14420

RE: Village of Brockport, Local Law 1, 2, 3 2016, filed on October 11, 2016

Dear Sir/Madam:

The above referenced material was filed by this office as indicated. Additional local law filing forms can be obtained from our website, www.dos.ny.gov.

Sincerely,
State Records and Law Bureau
(518) 473-2492



Department of Human Resources

Monroe County, New York

Cheryl Dinolfo
County Executive

Brayton McK. Connard, SPHR
Director

October 19, 2016

Leslie Morelli
Village Clerk
Village of Brockport
49 State Street
Brockport, New York 14559

Dear Ms. Morelli:

Enclosed please find your agency's 2016 Civil Service Certified Payroll Signature Sheet. The Village of Brockport payroll has been certified with zero (0) discrepancies.

Should you have any questions concerning this payroll, please do not hesitate to contact me at jcampion@monroecounty.gov or by telephone at 585.753-1720.

Sincerely,

Joanne D. Campione
Personnel Technician

Enclosures



AGENCY NAME: Seymour Library c/o Village of Brockport

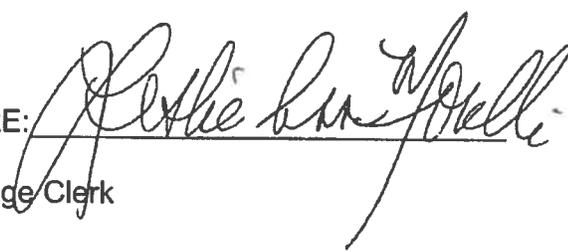
CIVIL SERVICE CERTIFIED PAYROLL REPORT

FISCAL YEAR: January 1st – December 31st

PAYROLL PERIOD: August 21, 2016 – September 3, 2016

I hereby certify that the persons named in the foregoing payroll are employed solely in and have actually performed the proper duties of positions and employments indicated, and that the persons described herein as laborers are employed at ordinary unskilled labor only, that said payroll for the payroll period of (Insert payroll period number) is approved at (Insert total of payroll dollars in words and numbers) and is certified for payment from the appropriations authorized, and that the persons named herein, except those appointed and employed as laborers, have taken and filed the constitutional oath in accordance with the provisions of Chapter 574, laws of 1917.

DATE: 9/8/16

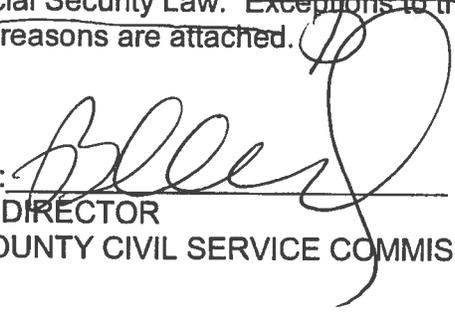
SIGNATURE: 

TITLE: Village Clerk

Certification of Monroe County Civil Service Commission:

I hereby certify that the persons named in this payroll, occupying positions in the classified service, have been appointed or employed in accordance with the Civil Service Law and Rules made in pursuance thereof, and are members of an appropriate retirement system where such persons are members by mandate in accordance with the Retirement and Social Security Law. ~~Exceptions to this certification are indicated below and the reasons are attached.~~

DATE: 10/18/16

SIGNATURE: 

EXECUTIVE DIRECTOR

MONROE COUNTY CIVIL SERVICE COMMISSION

AGENCY NAME: Village of Brockport

CIVIL SERVICE CERTIFIED PAYROLL REPORT

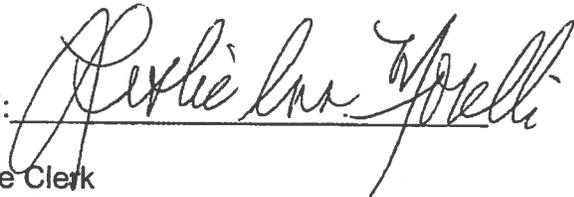
FISCAL YEAR: June 1st – May 31st

PAYROLL PERIOD: August 21, 2016 – September 3, 2016

I hereby certify that the persons named in the foregoing payroll are employed solely in and have actually performed the proper duties of positions and employments indicated, and that the persons described herein as laborers are employed at ordinary unskilled labor only, that said payroll for the payroll period of (Insert payroll period number) is approved at (Insert total of payroll dollars in words and numbers) and is certified for payment from the appropriations authorized, and that the persons named herein, except those appointed and employed as laborers, have taken and filed the constitutional oath in accordance with the provisions of Chapter 574, laws of 1917.

DATE: 9/8/16

SIGNATURE:



TITLE: Village Clerk

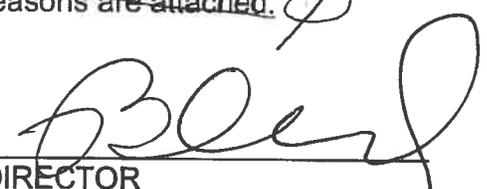
Certification of Monroe County Civil Service Commission:

I hereby certify that the persons named in this payroll, occupying positions in the classified service, have been appointed or employed in accordance with the Civil Service Law and Rules made in pursuance thereof, and are members of an appropriate retirement system where such persons are members by mandate in accordance with the Retirement and Social Security Law. ~~Exceptions to this certification are indicated below and the reasons are attached.~~ 

DATE: 10/18/16

SIGNATURE:

EXECUTIVE DIRECTOR
MONROE COUNTY CIVIL SERVICE COMMISSION



VILLAGE OF BROCKPORT 2016 CERTIFIED PAYROLL
DISCREPANCY REPORT

NO DISCREPANCIES

CERTIFICATE OF VILLAGE SURRENDER

FISCAL YEAR: 2016-2017

VILLAGE NAME: Brockport

VILLAGE SWIS: 265201

<u>UNPAID VILLAGE TAX</u>	<u>ACCUMULATED INTEREST</u>	<u>RETURNED AMOUNT</u>
\$88,898.41	\$7,111.87	\$96,010.28

The surrender of unpaid village taxes is due to the County on or before **November 8, 2016**.

Each board member must sign this document. Mail surrender to:

Kevin Tubiolo
Monroe County Treasury
39 W. Main St., Room B-2
Rochester, NY 14614

Phone: 753-1168 - Fax: 753-1166
e-mail: ktubiolo@monroecounty.gov

The account of unpaid taxes, including interest through October 31, has been so compared and found to be correct. The total amount of the unpaid tax, including accumulated interest is:
\$96,010.28

SIGNED

DATE

Margaret B. Blackman, Mayor

William G. Andrews, Trustee/Deputy Mayor

Annette M. Crane, Trustee

Katherine J. Kristansen, Trustee

John D. LaPierre, Trustee

VILLAGE UNPAID TAX DETAIL

FISCAL YEAR: 06/01/16-05/31/17

VILLAGE SWIS CODE: 265201

VILLAGE NAME: Brockport

Owner Name	Property Address	Account No.	Village Tax	Interest	Ret'd Amt
De Hey, Jerome K	297 West Ave	068.11-1-4	\$1,289.03	\$103.12	\$1,392.15
Kincaid, Richard	184 Evergreen Rd	068.11-7-31	\$1,090.81	\$87.26	\$1,178.07
Russell, Timothy J	191 Park Ave	068.20-2-9	\$1,091.99	\$87.36	\$1,179.35
Syrocki, Robert A	28 Kimberlin Dr	068.43-2-15	\$1,355.50	\$108.44	\$1,463.94
Ross, Mailyn	161 West Ave	068.43-3-4	\$1,026.71	\$82.14	\$1,108.85
Kaltenbach, Melisa A	110 Clark St	068.44-1-10	\$3,321.28	\$265.70	\$3,586.98
Howard, Barry E	24 Clark St Rear	068.44-2-15.2	\$3.56	\$0.28	\$3.84
Howard, Barry E	24 Clark St	068.44-2-16.1	\$789.32	\$63.15	\$852.47
Galan, Eduardo	26 Smith St	068.52-1-1	\$35.61	\$2.85	\$38.46
Galan, Eduardo	11 N Main St	068.52-1-23	\$238.58	\$19.09	\$257.67
Galan, Eduardo	7 N Main St	068.52-1-24	\$213.65	\$17.09	\$230.74
Omega Construction	90 Clinton St	068.52-2-1.3	\$289.62	\$23.17	\$312.79
JM Clinton, LLC	26 Clinton St	068.52-2-11	\$2,702.69	\$216.22	\$2,918.91
85 Clinton Street LLC	85 Clinton St	068.52-3-3	\$2,967.38	\$237.39	\$3,204.77
Sorce, Joanne M	96 Erie St	068.52-3-15	\$930.57	\$74.45	\$1,005.02
Swift, Laurie Jane	148 Holley St	068.59-2-15	\$1,190.51	\$95.24	\$1,285.75
Hartung, John D	107 Erie St	068.59-3-7	\$720.48	\$57.64	\$778.12
Knapp, Jon	46 Monroe Ave	068.60-5-23	\$1,728.20	\$138.26	\$1,866.46
Mosher, Theodore G	42 Maxon St	068.67-1-3	\$1,245.11	\$99.61	\$1,344.72
Taylor, Janet I	48 South St	068.68-2-5	\$1,237.99	\$99.04	\$1,337.03
Romano, Gino	254 Main St	068.68-3-8	\$1,045.70	\$83.66	\$1,129.36

VILLAGE UNPAID TAX DETAIL FISCAL YEAR: 06/01/16-05/31/17

VILLAGE SWIS CODE: 265201 VILLAGE NAME: Brockport

Owner Name	Property Address	Account No.	Village Tax	Interest	Ref'd Amt
Cardiel, Richard M	38 Adams St	068.68-3-13	\$849.86	\$67.99	\$917.85
Chappell Heights	45 Chappell St	068.76-2-28	\$1,341.25	\$107.30	\$1,448.55
Chappell Heights	41 Chappell St	068.76-2-29	\$5,935.94	\$474.88	\$6,410.82
Noble, Michael S	17 Frazier St	069.09-1-38.1	\$623.15	\$49.85	\$673.00
Mosher, Theodore G	130 Frazier St	069.09-3-11	\$1,362.62	\$109.01	\$1,471.63
Mosher, Theodore G	153 Barry St	069.09-3-20	\$690.81	\$55.26	\$746.07
Yates, Mary E	93 Barry St	069.09-3-26	\$936.50	\$74.92	\$1,011.42
Dean, Cody	185 Lyman St	069.09-4-25	\$1,083.69	\$86.70	\$1,170.39
Young, Terry J	115 Lyman St	069.09-4-37	\$1,006.53	\$80.52	\$1,087.05
Redmond, Denis	63 Lyman St	069.09-4-45	\$957.87	\$76.63	\$1,034.50
Santonastaso, Luigi	31 Lyman St	069.09-4-50	\$689.62	\$55.17	\$744.79
Wilson, Jeannette	174 Lyman St	069.09-5-25	\$997.04	\$79.76	\$1,076.80
Quackenbush, James C	28 Glendale Rd	069.10-1-9	\$1,120.48	\$89.64	\$1,210.12
Wright, Susan A	37 Westwood Dr	069.10-2-10	\$1,062.32	\$84.99	\$1,147.31
Merritt, Judith A	280 East Ave	069.10-3-12.1	\$1,181.02	\$94.48	\$1,275.50
Merritt, Judith A	274 East Ave	069.10-3-12.2	\$237.39	\$18.99	\$256.38
Hunsinger, Scott	80 State St	069.13-2-2	\$1,150.15	\$92.01	\$1,242.16
ZJR Property	79 Spring St	069.13-3-15	\$890.21	\$71.22	\$961.43
JMT Properties Inc	200 State St	069.13-5-12	\$12,474.50	\$997.96	\$13,472.46
Johnson, James M	69 Fair St	069.17-1-6	\$2,348.51	\$187.88	\$2,536.39
Duryea Marvin T (now BVAC)	Fair St	069.17-1-11	\$189.91	\$15.19	\$205.10

VILLAGE UNPAID TAX DETAIL

FISCAL YEAR: 06/01/16-05/31/17

VILLAGE SWIS CODE: 265201

VILLAGE NAME: Brockport

Owner Name	Property Address	Account No.	Village Tax	Interest	Ret'd Amt
Duryea Marvin T (now BVAC)	Burroughs Ter	069.17-1-12	\$391.69	\$31.34	\$423.03
Duryea Marvin T (now BVAC)	Burroughs Ter	069.17-1-13	\$1,032.65	\$82.61	\$1,115.26
100 Fair Street LLC	100 Fair St	069.17-1-15	\$4,747.80	\$379.82	\$5,127.62
Brown, Helen Emily	109 South Ave	069.17-1-19	\$1,071.82	\$85.75	\$1,157.57
Manno, James D	South Ave	069.17-2-9.2	\$11.87	\$0.95	\$12.82
Manno, James D	211 South Ave	069.17-2-9.3	\$11.87	\$0.95	\$12.82
Gay, Patricia	67 Brookdale Rd	069.17-2-31	\$826.71	\$66.14	\$892.85
Giannoccaro, Fonte	52 East Ave	069.37-1-4	\$632.05	\$50.56	\$682.61
Crawford, James S Jr	69 Liberty St	069.37-1-12	\$735.91	\$58.87	\$794.78
Waller, Gerald R	66 Liberty St	069.37-2-10	\$891.40	\$71.31	\$962.71
Hudzinski, Michael J	18 Frazier St	069.37-3-2	\$1,064.69	\$85.18	\$1,149.87
1 Main St. Brockport	1 Main St	069.45-2-1.1	\$3,770.94	\$301.68	\$4,072.62
Yantz, William M	89/93 Main St	069.53-1-19	\$3,202.39	\$256.19	\$3,458.58
Yantz, William M	83/87 Main St	069.53-1-20	\$4,617.24	\$369.38	\$4,986.62
Landstone Properties, Inc.	77 Main St	069.53-1-22	\$1,946.60	\$155.73	\$2,102.33
Laraby, Scott	25 Union St	069.53-2-17	\$894.96	\$71.60	\$966.56
Williams, Christopher D	45 South St	069.53-3-16	\$1,404.16	\$112.33	\$1,516.49
** Grand Total **			\$88,898.41	\$7,111.87	\$96,010.28

DRAFT

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

There are vacancies on the following:

- Seymour Library Board – 1 vacancy for a 5 year term 1/1/17 to 12/31/22
Meets 3rd Tuesday 7pm at Library
- Historic Preservation Board – 1 vacancy to complete a term to 6/30/18
Meets 3rd Thursday 7:15pm at Village Hall
- Code Review Committee – 1 vacancy to complete a term to 6/30/19
Meets 4th Monday 6pm at Village Hall
(and requires use of email & internet)
- Emily L. Knapp Museum Board – 1 vacancy to complete a term to 6/30/19
Meets 4th Wednesday 6:30pm at Village Hall

Applicant must be a Village resident.

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

Dated: 11/7/16

Application deadline: Noon, Monday, 11/28/16

For publication in Suburban News & posting on Village website & at Village Hall & at Seymour Library.

Leslie Morelli

From: Ben Frasier <ben@playgroundinfo.com>
Sent: Wednesday, October 26, 2016 9:20 AM
To: Hanny Heyen
Cc: Margay Blackman; John La Pierre; Annette Crane; Linda Ketchum; Leslie Morelli; Sara Ulacco
Subject: South Ave Park - Phase-2 Equipment
Attachments: South Avenue Park_Phase-1 and 2_2D.pdf; South Avenue Park_Phase-1 and 2_3D.pdf; AAAQ6083_South Ave Park_Phase-2 Equipment Proposal.pdf

Hanny,

You'll find a 2D, 3D and quote for phase-2 equipment for South Ave Park attached. The prices are estimated to reflect 2017 pricing...a 2.7% increase on 2016 pricing.

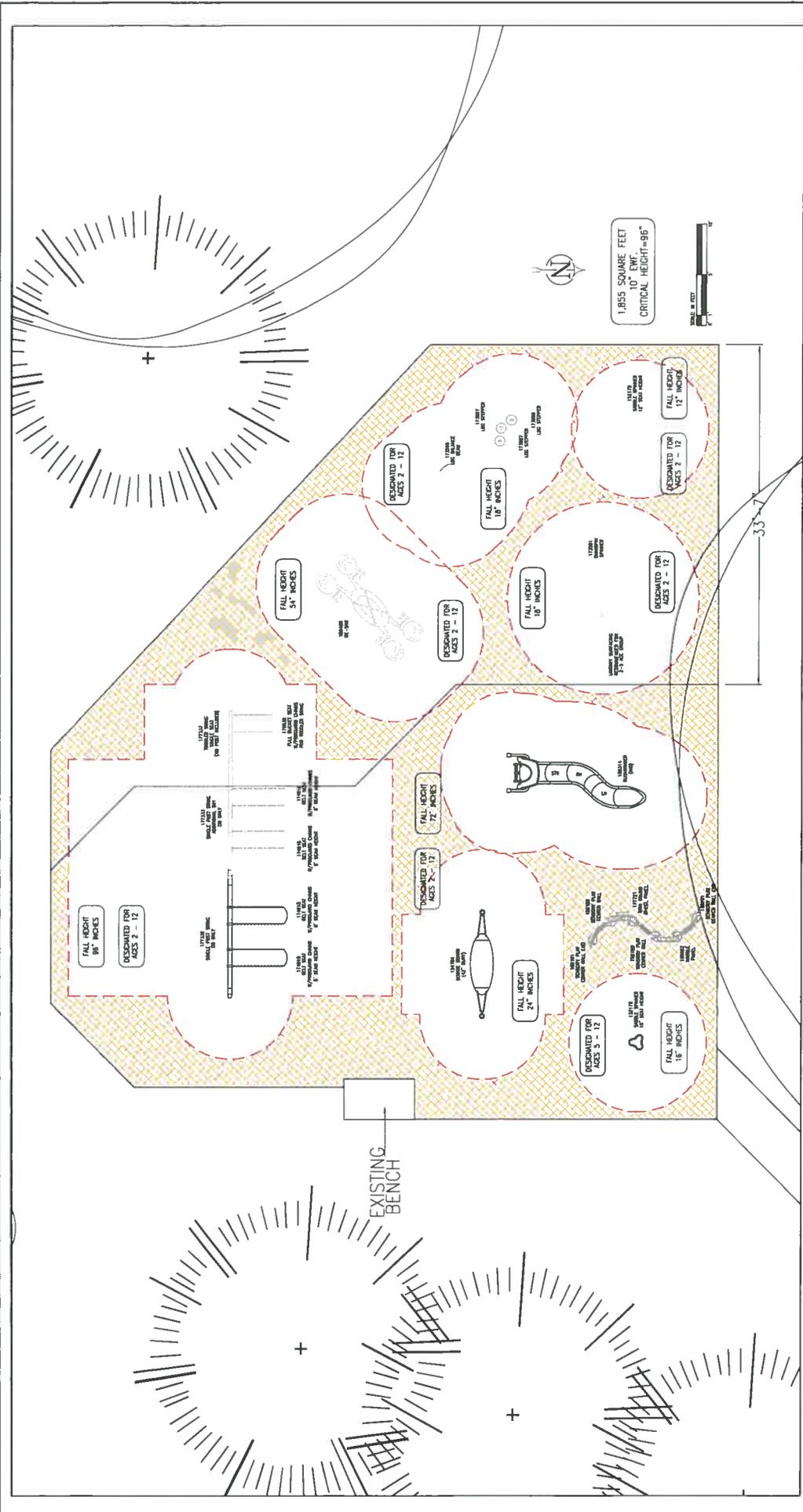
I listed some additional options to consider that aren't shown on the plans. Sara from my main office will create a play page that contains photos and prices for each piece of equipment that you can share with potential donors. Sara is out of the office the rest of this week, so she'll get that to you next week.

Let me know if you have any questions.

Thanks,
Ben

Ben Frasier
WNY Project Manager
Parkitects, Inc.
316 W. Utica St. #1, Buffalo, NY 14222
c. 716.310.8060 :: f. 607.533.4108
www.playgroundinfo.com





2-12 Play Area

Total Elevated Play Components:

Total Elevated Play Components Accessible by Transfer or Ramp Show:	0	Reared:	0
Total Elevated Play Components Accessible by Ramp Show:	0	Reared:	0
Total Accessible Ground Level Play Components Show:	14	Reared:	0
Sum of Ground Level Play Components Show:	7	Reared:	0
Estimated Net Capacity:	98		

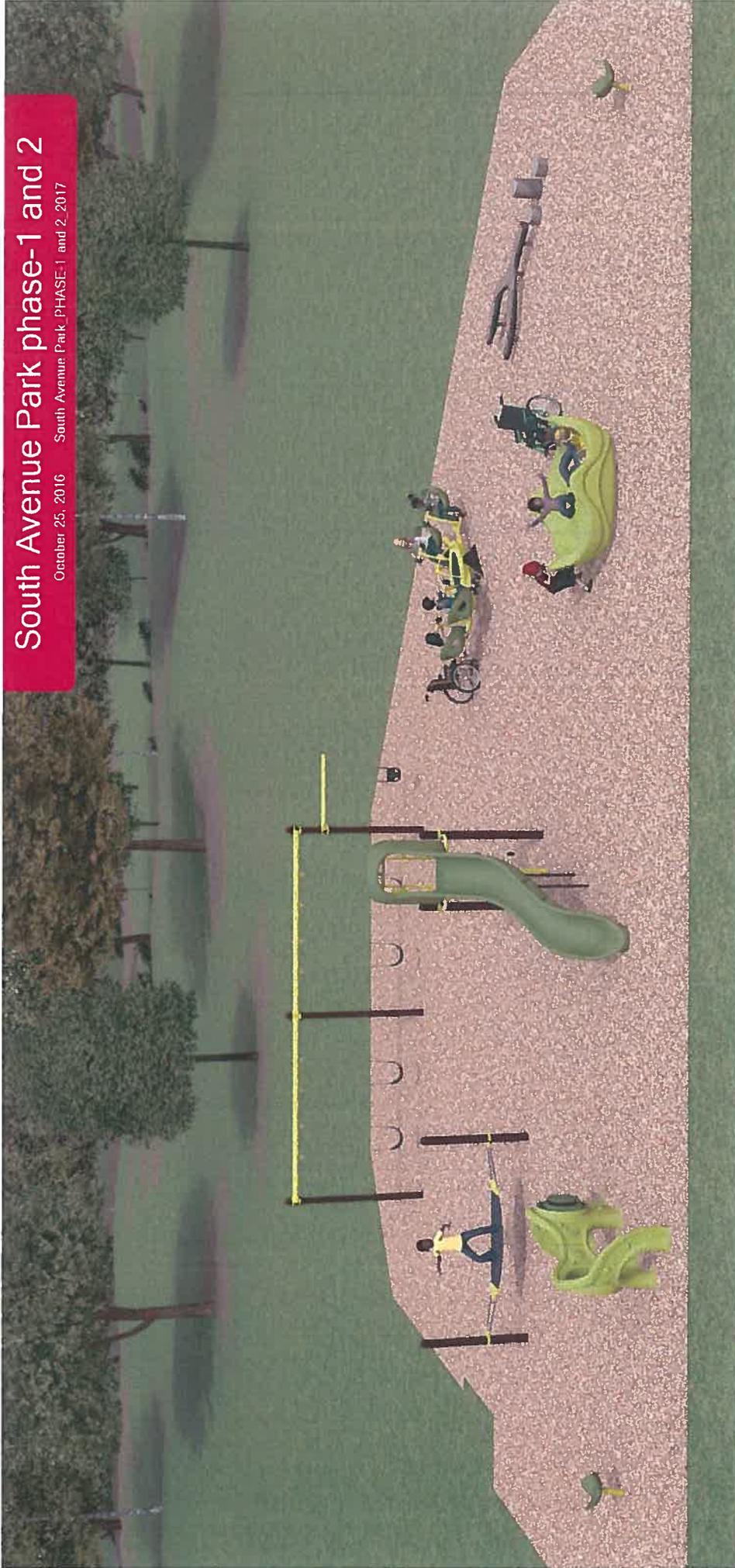


PEOPLE PLAINS & PLAYGROUNDING
PARKITECTS Inc.
 South Avenue Park
 Brockport, NY
 140 W. 1st St. #15, #11
 Unit No. NY 1412-2
 Phone: 1-800-771-6850-USA

1-10/25/16 1-hour South Ave Park Phase 1s.2-2017 DWG. A. As Shown

South Avenue Park phase-1 and 2

October 25, 2016 South Avenue Park PHASE-1 and 2_2017



**Better playgrounds.
Better world.®**
playlsi.com



Proudly presented by:



ESTIMATE

Number: AAAQ6083
 Date: Oct 13, 2016
 Project: South Ave Park - Phase 2



Parkitects, Inc.
 138 Ludlowville Rd.
 Lansing, NY 14882

Estimate To	Your Sales Rep	Terms
Village of Brockport DPW Harry Donahue 38 East Ave Brockport, NY 14420 p: 585-637-1060 ext: f: 585-637-1062 e: hdonahue@brockportny.org	Ben Frasier p: 716-310-8060 f: 607-533-4108 e: ben@playgroundinfo.com	THIS IS A PROJECT ESTIMATE ONLY AND SHOULD NOT BE CONSTRUED AS AN OFFICAL QUOTE

Qty	Item #	Description	Unit Price	Ext. Price
Playground Equipment under NYS Contract # PC66734				
1	186490A	We-saw (DB Only)	\$8,850.00	\$8,850.00
1	173591A	OmniSpin Spinner® Surface Mount	\$6,820.00	\$6,820.00
1	152179A	Saddle Spinner 12"-16", DB	\$975.00	\$975.00
1	173596A	Log Balance Beam	\$3,035.00	\$3,035.00
2	173907A	Log Stepper 8" (DB Only)	\$615.00	\$1,230.00
1	173908A	Log Stepper 18" (DB Only)	\$835.00	\$835.00
1		Sensory Center w/ Marble and Rain Sound Wheel Panels	\$6,990.00	\$6,990.00
1		Single Post Swing w/ Two Belt Seats and One Full Bucket Seat	\$1,750.00	\$1,750.00
Playground Equipment Total				\$30,485.00
NYS Contract 6.0% Discount				- \$1,829.10
1		Freight	\$1,800.00	\$1,800.00

Estimate Total	\$30,455.90
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- ADDITIONAL OPTIONS NOT SHOWN ON DRAWING:
1. 40 inch high Single Poly Slide - \$3,930
 2. Curved Balance Beam w/ three Pod Climbers - \$1,415
 3. Learning Wall w/ Marble, Pilot and Rain Sound Wheel Panels - \$5,280

MISSION STATEMENT: The mission of the Emily L. Knapp Museum, an educational institution, is to collect, preserve, and provide access to the heritage and history of the greater Brockport community.

Emily L. Knapp Museum & Library of Local History
Deaccession Documentation

Quantity	Description	Reason	Course of Action	Comments	Deaccession Date
1	Large Desk	Not relevant to the history of Brockport or its residents	Sell		Oct-16

Reasons
Not relevant to the history of Brockport or its residents
Proper Preservation within Museum facilities is not possible
Legality of ownership is in question
Duplicate item
Condition of the item is no longer sufficient to enable display and review

Courses of Action
Gift to another institution
Return to donor
Sell
Recycle
Destroy

Compiled by SUE SAVARD Date 10/18/16
 Acknowledged by PAT CORIEN Date 10/18/16
 Reviewed by ELK Board _____ Date 10/24/16
 Reviewed by Village Board _____

**Village of Brockport
Social Media Policy**
Adopted by Village Board 10/03/16

Purpose

To address the fast-changing landscape of the Internet and the way residents communicate and obtain information online, Village of Brockport departments may consider using social media tools to reach a broader audience. The Village encourages the use of social media to further the goals of the Village and the missions of its departments, where appropriate.

The Village of Brockport has an overriding interest and expectation in deciding what is "spoken" on behalf of the Village on social media sites. This policy establishes guidelines for the use of social media.

Exception

The Brockport Police Department set its own standard and policy regarding social media usage concurrent with the law enforcement field. BPD will create and manage all content on its social media sites. BPD also independently maintains its webpage www.brockportpolice.org.

General

1. All Village of Brockport social media sites posted by departments will be subject to approval by the Mayor.
2. The Village of Brockport website www.brockportny.org will remain the Village's primary and predominant internet presence.
 1. The best, most appropriate Village of Brockport uses of social media tools fall generally into two categories:
 1. As channels for disseminating time-sensitive information as quickly as possible (example: emergency information).
 2. As marketing/promotional channels which increase the Village's ability to broadcast its messages to the widest possible audience.
 2. Wherever possible, content posted to Village of Brockport social media sites will also be available on the Village's main websites.
 3. Wherever possible, content posted to Village of Brockport social media sites should contain links directing users back to the Village's official websites for in-depth information, forms, documents or online services necessary to conduct business with the Village of Brockport.
3. As is the case for Village of Brockport's primary website, www.brockportny.org, the Deputy Clerk or designated alternate shall be responsible for the content and upkeep of any social media sites on behalf of the Village government.
4. Wherever possible, all Village of Brockport social media sites shall comply with all appropriate Village of Brockport policies and standards.
5. Any exceptions will be approved by the Village Clerk and subject to review by the Village Mayor and the appropriate department liaison.
6. Village of Brockport social media sites shall comply with Brockport Code of Ethics and administrative polices and New York State Election law.
7. The Village of Brockport will follow all records management requirements laid out in the New York State MU-1 schedule as they pertain to the content, related to Village business, maintained in a social media format.

8. Users and visitors to social media sites shall be notified that the intended purpose of the site is to serve as a mechanism for communication between Village government and members of the public. Village of Brockport social media site articles and comments containing any of the following forms of content shall not be allowed:

1. Comments not topically related to the particular social medium article being commented upon;
2. Comments in support of or opposition to political campaigns or ballot measures;
3. Profane language or content;
4. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
5. Sexual content or links to sexual content;
6. Solicitations of commerce;
7. Conduct or encouragement of illegal activity;
8. Confidential or Village personnel matters;
9. Information that may tend to compromise the safety or security of the public or public systems;
or
10. Content that violates a legal ownership interest of any other party.

These guidelines must be displayed to users or made available by hyperlink. Any content removed based on these guidelines must be retained, including the time, date and identity of the poster when available.

9. The Village reserves the right to restrict or remove any content that is deemed in violation of this social media policy or any applicable law.
 10. The Village will approach the use of social media tools as consistently as possible, enterprise wide.
 11. All new social media tools proposed for Village use will be approved by the Village's information technology vendor and the Village Board.
 12. Administration of Village of Brockport social media sites.
 1. The Deputy Clerk will maintain a list of social media tools which are approved for use by the Village.
 2. The Village Clerk will maintain a list of all Village of Brockport social media sites, including login and password information. Departmental representatives will inform the Deputy Clerk of any administrative changes needed to the sites and will provide relevant content for posting.
 3. The Village must be able to immediately edit or remove content from social media sites.
 13. For each social media tool approved for use by the Village the following documentation will be developed and adopted:
 1. Operational and use guidelines
 2. Standards and processes for managing accounts on social media sites
 3. Village and departmental branding standards
 4. Standards for the administration of social media sites
-

**Village of Brockport
Facebook Standard**
Adopted by Village Board 10/03/16

Purpose

Facebook is a social networking site. Businesses and governments have joined individuals in using Facebook to promote activities, programs, projects and events. This standard is designed to assist the Village government in driving traffic to its website, www.brockportny.org, and to inform more people about Village activities. These standards should be used in conjunction with the Village of Brockport Social Media Policy. As Facebook changes these standards may be updated as needed.

Exception

The Brockport Police Department set its own standard and policy regarding Facebook, concurrent with the law enforcement field. BPD will create and manage all content on its Facebook page.

Content

1. Type of 'pages'

1. The Village will create 'pages' in Facebook not 'groups.' Facebook 'pages' offer distinct advantages including greater visibility, customization and measurability. Related community pages are unofficial representations of village business created by Facebook. Community pages will currently be accepted as is unless there is a copyright/trademark issue.
2. For 'type' description, choose 'government.'

2. Boilerplate

1. The Facebook page's cover and profile images will be standardized where possible with the website images and the village logo will be added to the cover photo.
2. Complete the Page Info section as fully as possible.
3. If comments are turned on, the Facebook page should include a tab/link to a Comment Policy tab with the following disclaimer:

Comments posted to this page will be monitored. Under the Village of Brockport Social Media Policy, the Village reserves the right to remove inappropriate comments including those that have obscene language or sexual content, threaten or defame any person or organization, violate the legal ownership interest of another party, support or oppose political candidates or ballot propositions, promote illegal activity, promote commercial services or products or are not topically related to the particular posting.

3. Link to the Village

1. A link to www.brockportny.org will be included on the Page Info page.

4. Page administrators

1. A successful page requires "babysitting." The Deputy Clerk is responsible for monitoring the Facebook page. Posts should be approved by the Mayor or a designated alternate.
2. The Deputy Clerk or designated alternate is responsible for making sure content is not stale. The Mayor will designate a back-up administrator in the Deputy Clerk's absence.

5. Comments and Discussion Boards

1. Comments will be allowed on the timeline and must adhere to the Comment policy. Discussion Boards/apps should be turned off.

6. Style

1. The Village Facebook page will be consistent with Village branding.
2. Administrators will use proper grammar and standard AP style, avoiding jargon and abbreviations. Facebook is more casual than most other communication tools but still represents the Village at all times.

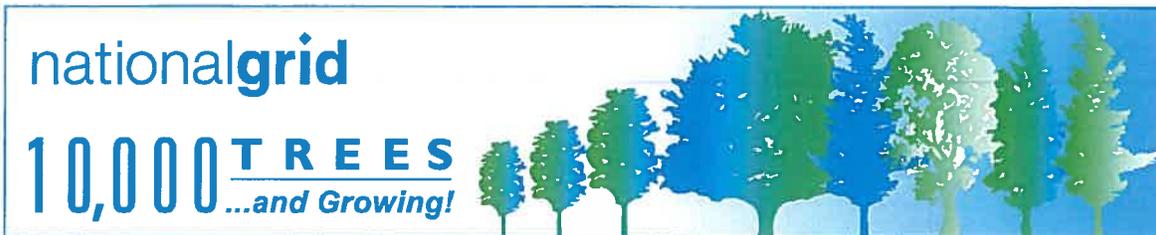
7. Applications

1. There are thousands of Facebook applications. Common applications can allow users to stream video and music, post photos, and view and subscribe to RSS feeds. While some may be useful to the page's mission, they can cause clutter and security risks.
2. An application should not be used unless it serves a business purpose, adds to the user experience, comes from a trusted source and is **approved** by the Village's information technology vendor and the Mayor.
3. An application may be removed at any time if there is significant reason to think it is causing a security breach or spreading viruses.

Archive

1. The Facebook page will be set up in conjunction with a designated Village e-mail account.
2. Content on the Facebook page will not constitute items of official record. All communication will represent or reiterate existing items of record. This

disclaimer will be presented on the Facebook page as well as the Village of Brockport Social Media Policy available at www.brockportny.org.



October 20, 2016

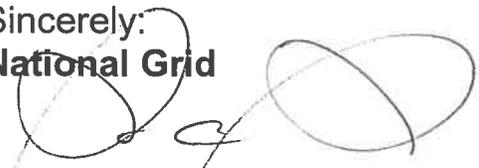
Village of Brockport
49 State St.
Brockport, NY 14420
Attn.: Mayor Margaret Blackman

RE: **2015/16 Tree Plantings**

Based upon the information provided in your tree planting list for your Arbor day tree plantings, a site audit of the trees was completed on 10/20/16 and I am pleased to approve **32** (of 36) **trees** for a reimbursement contribution of **\$1,600.00** and acceptance into the **'10,000 Trees...and Growing!'** program. This is in accordance with established program guidelines for appropriate trees planted beneath overhead electric lines. I have submitted a payment request for the amount due and will forward payment once processed.

My congratulations for your participation in the **10,000 Trees...and Growing!** Program and glad the program is having a positive impact on the Village. I look forward to your future annual additions to the program. If any questions, or if I may be of additional assistance, please feel free to contact me at 315-428-5987.

Sincerely:
National Grid


Brian C. Skinner,
Senior Arborist, Central Division;
ISA Certified Arborist, Utility Specialist #NY0008-A/U