

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 3, 2014 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:** 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:** none

- **CONSENSUS ITEMS:**
 - Approval of minutes – 10/20
 - Approval of bills to be paid

- **CLERK REPORT:**
 - Clerk – Leslie Ann Morelli
 - Monika W. Andrews Creative Volunteer Leadership Award – inviting nominations
 - Surrender of delinquent 2014 Village taxes to Monroe County

- **PERSONNEL ITEMS:**
 - Planning Board - accept resignation of Laurie LoMonaco
 - Emily L. Knapp Museum & Library of Local History – appoint 1 to Board & 2 to volunteer
 - Advertise remaining Board/Committee vacancies

- **OLD or NEW BUSINESS:**
 - Adopt resolution - intermunicipal agreement to continue in Monroe County Stormwater Coalition
 - Grant – TAG (technical assistance grant) denied application re feasibility study of Village Hall re museum
 - Grant – TAP (transportation alternatives program) denied application re safe routes to school project

- **VILLAGE BOARD REPORTS:**
 - Mayor Margaret B. Blackman
 -
 - Trustee/Deputy Mayor William G. Andrews
 -
 - Trustee Valerie A. Ciciotti
 -
 - Trustee John D. La Pierre
 -

- **EXECUTIVE SESSION** (if needed)

- **ADJOURNMENT**

Next Village Board meeting: 7pm Monday, 11/17

Next Village Board work session: 7pm Monday, 11/24

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.

DRAFT

**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.

Leslie Ann Morelli
Village Clerk
Village of Brockport

DATED: 11/3/14

For publication in the 11/9/14 & 12/7/14 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

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 31st 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.

DRAFT

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

Village resident vacancies:

- Planning Board
 - complete a term to 6/30/17Meets 2nd Tuesday 7pm (only upon application)

- Tree Board
 - complete a term to 6/30/16
 - complete a term to 6/30/17Meets 3rd Tuesday 7pm September-May

- Code Review Committee
 - 5-year term to 6/30/19Meets 4th Monday 6pm

- Parks Committee
 - complete a term to 6/30/15
 - complete a term to 6/30/17Meets 3rd Monday 4:30pm April, July, August, September & as needed

- Housing Task Force
 - 1 spot remains - no set termMeets 2nd & 4th Thursday 7pm

College at Brockport faculty member vacancies:

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

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

Leslie Ann Morelli

Village Clerk

Village of Brockport

Dated: 11/3/14 - for publication in next available edition of Suburban News and posting on Village website and at Village Hall

DRAFT

RESOLUTION NO. ?

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:

Sec. 1. That the Mayor is hereby authorized to execute the Stormwater Coalition Intermunicipal Agreement upon the review and recommendation of the Village Attorney.

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Trustee Xa
Seconded by Trustee Ya

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	<u>Aye</u>
Trustee Ciciotti	<u>Aye</u>
Trustee La Pierre	<u>Aye</u>
Mayor Blackman	<u>Aye</u>

Submitted – <date>, 2014

Adopted

**INTERMUNICIPAL AGREEMENT
REGARDING COOPERATION TO REDUCE STORMWATER POLLUTION AND
PROTECT WATER QUALITY IN MONROE COUNTY**

An INTERMUNICIPAL AGREEMENT among the CITY OF ROCHESTER, 30 Church Street, Rochester, NY 14614, the Towns of BRIGHTON, 2300 Elmwood Avenue, Rochester, New York 14618; CHILI, 3333 Chili Avenue, Rochester, NY 14624; CLARKSON, P.O. Box 858, 3710 Lake Road, Clarkson, NY 14430; GATES, 1605 Buffalo Road, Rochester, NY 14624; GREECE, 1 Vince Tofany Blvd., Rochester, NY 14616; HAMLIN, 1658 Lake Road, Hamlin, NY 14464; HENRIETTA, 475 Calkins Road, Henrietta, NY 14467; IRONDEQUOIT, 1280 Titus Avenue, Rochester, NY 14617; MENDON, 16 W. Main Street, Honeoye Falls, NY 14472; OGDEN, 269 Ogden Center Road, Spencerport, NY 14559; PARMA, 1300 Hilton-Parma Road, Hilton, NY 14468; PENFIELD, 3100 Atlantic Avenue, Penfield, NY 14526; PERINTON, 1350 Turk Hill Road, Fairport, NY 14450; PITTSFORD, 11 S. Main Street, Pittsford, NY 14534; RIGA, 6460 E. Buffalo Road, Churchville, NY 14428; SWEDEN, 18 State Street, Brockport, NY 14420; and WEBSTER, 1000 Ridge Road, Webster, NY 14580; and hereinafter referred to as “Stormwater Coalition of Monroe County City/Town Members”, the Villages of BROCKPORT, 49 State Street, Brockport, NY 14420; CHURCHVILLE, 23 E. Buffalo Street, Churchville, NY 14428; EAST ROCHESTER, 120 West Commercial Street, East Rochester, NY 14445; FAIRPORT, 31 South Main Street, Fairport, NY 14450; HILTON, 59 Henry Street., Hilton, NY 14468; PITTSFORD, 21 North Main Street, Pittsford, NY 14534; SCOTTSVILLE, 22 Main Street, Scottsville, NY 14546; SPENCERPORT, 27 West Avenue, Spencerport, NY 14559; and WEBSTER, 28 West Main Street, Webster, NY 14580, hereinafter referred to as “Stormwater Coalition of Monroe County Village Members ”; and the STATE UNIVERSITY OF NEW YORK at BROCKPORT, 350 New Campus Drive, Brockport, NY 14420, hereinafter referred to as “Stormwater Coalition of Monroe County Organization Member”; and the COUNTY OF MONROE , a municipal corporation with offices at 39 West Main Street, Rochester, NY, hereinafter referred to as “County”. All parties to the Agreement are collectively the “Stormwater Coalition of Monroe County” or the “Coalition”.

WITNESSETH

WHEREAS, the members of the Coalition recognize the importance of protecting water quality and the value to the community of streams, rivers, bays, lakes and other waterways; and

WHEREAS, certain members of the Coalition that own or operate municipal separate storm sewer systems (MS4) must comply with applicable Federal and New York State regulations; and

WHEREAS, the Coalition members recognize that, because watersheds and separate storm sewer systems cross municipal boundaries there are opportunities to save money and resources, and increase effectiveness by working collaboratively, the members should work cooperatively to reduce stormwater pollution and protect water quality; and

WHEREAS, the Monroe County Legislature, by Resolution No., adopted, and the Administrative Board of the Rochester Pure Water’s District by Resolution No., adopted, copies of said Resolutions are attached as Exhibit “A”, authorized the County to enter into such an Intermunicipal Agreement and any amendments thereto, and authorized the County Executive, or his/her designee, to execute said Agreement on behalf of the County and

WHEREAS, the City Council, Town Boards and Village Boards by Resolution or Ordinance, authorized said City, Town or Village to enter into such Intermunicipal Agreement and authorized the mayor of said City, the supervisor of said Town and the mayor of said Village or their designees, to execute said Agreement on behalf of said City, Towns or Villages, a copy of said Resolution or Ordinance is attached as Exhibit “B”; and

WHEREAS, the Organization Member by Resolution or Ordinance, authorized said organization to enter into such Intermunicipal Agreement and authorized a designated signatory to execute said Agreement on behalf of said organization, a copy of said Resolution or Ordinance is attached as Exhibit “B”; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Term of Agreement

- A. The term of this Agreement shall be from January 1, 2015 through December 31, 2019. This Agreement may be renewed, amended, or terminated. Any party may withdraw from this agreement upon sixty (60) days written notice to the other parties including the current Chair of the Coalition at 145 Paul Road, Rochester, NY 14624.

2. Authorized Work of the Coalition

The Coalition’s purpose is to work collaboratively to:

- A. Facilitate compliance with the New York State MS4 General Permit requirements.
- B. Reduce stormwater pollution and improve water quality. Secondary benefits may include a reduction in flood damage, economic development, improvements to fish and wildlife habitat, and recreation.
- C. Facilitate the use of existing or future resources, organizations, and programs for the provision of the services to reduce stormwater pollution, to protect water quality and to restore natural hydrology while enhancing efficiency. These services may include, but are not limited to educating the public on minimizing stormwater pollution, involving the public in Coalition projects and programs, conducting illicit discharge detection and elimination efforts, assisting with construction site runoff control and post-construction stormwater management, and implementing pollution prevention practices at municipal facilities.
- D. Share resources including but not limited to staff time, equipment, supplies, technology and services.

3. The Coalition Membership Fees shall be as follows:

- A. Each Coalition member shall pay an annual membership fee, subject to change and approval, for the Coalition to fund the implementation of programs. This fee is determined annually by the Coalition's Executive Committee, approved by Coalition, and documented in the meeting minutes. The current Membership Fee Schedule is included in this Agreement as Exhibit "C".
- B. Membership fees shall be paid to Monroe County by the date established by the Coalition. Upon payment in full, a municipality or organization shall become a "Member." With approval from the Executive Committee, payment arrangements may be negotiated with the County for extenuating circumstances. In such cases the municipality or organization is considered a member prior to payment in full.
- C. Membership fees will be held by the County in a trust account. Requests by Coalition staff or Coalition members to expend the membership fees will be submitted to the Executive Committee and the Coalition for their approval as defined in Section 5.B. herein. Approval for expenditures and contracts will be documented in writing, signed by the Chair of the Coalition and submitted to the County for action. The County Executive or his/her designee is authorized to appropriate and expend the membership fees and execute contracts as approved by the Coalition..
- D. The Coalition shall research and implement an appropriate funding mechanism for future cooperative projects and programs.

4. Responsibilities of the Coalition

- A. Each member shall designate an official representative to serve on the Coalition. The designee shall be responsible to attend and participate in meetings of both the Coalition and the task groups created to reduce stormwater pollution, to improve water quality and to transmit stormwater information to their municipality or organization. The designee shall also be responsible to obtain opinions on stormwater issues from their municipality or organization and to share such opinions with the Coalition membership. Each member may also designate additional representatives to participate in the work of the Coalition in cooperation and coordination with the official representative.
- B. The County will serve as the fiscal agent and host the staff of the Coalition. In order to ensure that the Coalition's compliance programs can continue uninterrupted, the Monroe County Department of Environmental Services will fund the existing two (2) full-time equivalent positions that staff the Coalition, through the Rochester Pure Waters District (RPWD), until a long-term funding solution is established. This contribution will be made in lieu of the County or the RPWD paying membership fees. Staffing services shall include

but are not limited to: coordination of the Coalition, the Executive Committee and the task groups, development of the Coalition workplan, management of Coalition projects, applying for grant funding, and coordination of awarded grants. Staff shall also manage the implementation of the membership fee and provide annual reporting of cooperative program activities. Either the Coalition or the County may terminate this staffing services portion of the Agreement upon mutual consent. Notice to the County shall be sent to the Monroe County Executive, 39 West Main Street, Rochester, NY 14614. Notice to the Coalition shall be sent to the Chair of the Coalition, 145 Paul Road, Rochester, NY 14624.

- C. The Coalition recognizes that consistency in staffing services is important to the long term program plan. The Monroe County Department of Environmental Services will notify the Executive Committee of any significant staffing changes that impact the current services provided.

5. Coalition Officer Responsibilities, Voting Processes and Term Limits

- A. The officers of the Coalition shall be the Chair and Vice-Chair. The officers shall be Members and serve two-year terms. The duties and responsibilities of the Chair shall be to provide leadership for the Coalition, preside at meetings and function as the official spokesperson for the Coalition. The Vice-Chair shall assist the Chair and subsequently may assume the Chair position for a two-year term.
- B. A quorum constituting more than 50% of the Members is required to make decisions regarding Coalition business including the election of officers and the expenditure of membership fees. Coalition decisions and recommendations are generally made by consensus of the quorum present.

When the Coalition can not reach consensus, voting will be used for decision-making. Each Member shall have one (1) vote. An officially designated alternate to the official representative may vote in the absence of this representative. In the case of a tie vote, the Chair shall cast the tie-breaking vote. Voting by email is permitted.

- C. The Executive Committee shall be elected by the Coalition and shall consist of at least seven (7) Members including the Coalition Chair and Vice-Chair. The Committee shall include at least one (1) Village Member and two (2) Town Members. Members of the Executive Committee shall serve two-year terms and may serve a maximum of three (3) consecutive terms.
- D. The Executive Committee shall meet a minimum of four (4) times per year. The meetings are open to any interested Coalition members to attend. The roles of the Executive Committee are as follows:
 - The Executive Committee shall act on behalf of the Coalition between scheduled meetings based on decisions made at Coalition meetings.

- The Executive Committee shall act on tasks delegated by the Coalition.
- The Executive Committee shall make recommendations to the Coalition regarding the workplan, projects, use of staff providing service under this Agreement, implementation of a long-term funding mechanism and the membership fee, as well as the use of membership funds.

6. Agreement Limitations

- A. This Agreement may be modified or amended only in writing duly executed by all parties, which shall be attached to and become a part of this Agreement.
- B. Each party shall indemnify and hold harmless the other, its officers, agents and assigns for all liability arising out of its activities under this Agreement.
- C. This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior Agreements between the parties hereto for the services herein to be provided. The Agreement shall be governed by and construed in accordance with the laws of NY State without regard or reference to its conflict of laws and principles.

7. Execution

- A. This Agreement may be executed in any number of counterparts, each of which shall be an original, but which together shall constitute one in the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year as written on the signature pages.

COUNTY OF MONROE

By _____
 Maggie Brooks
 County Executive

Municipality

By _____
 Name: _____
 Title: _____

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

Stormwater Coalition of Monroe County

Membership Fee Schedule

Member	Base Fee	Population	Supplemental Fee	Total Fee
Brighton	5,000	36,609	5,125	10,125
Brockport	2,500	8,366	1,171	3,671
Chili	5,000	28,625	4,008	9,008
Churchville	1,250	1,961	0	1,250
Clarkson	5,000	6,736	943	5,943
East Rochester	2,500	6,587	922	3,422
Fairport	2,500	5,353	749	3,249
Gates	5,000	28,400	3,976	8,976
Greece	5,000	96,095	13,453	18,453
Hamlin	2,500	9,045	1,266	3,766
Henrietta	5,000	42,581	5,961	10,961
Hilton	2,500	5,886	824	3,324
Irondequoit	5,000	51,692	7,237	12,237
Mendon	5,000	6,478	907	5,907
Monroe County	0	744,344	0	0
Ogden	5,000	16,255	2,276	7,276
Parma	5,000	9,747	1,365	6,365
Penfield	5,000	36,242	5,074	10,074
Perinton	5,000	41,109	5,755	10,755
Pittsford (T)	5,000	28,050	3,927	8,927
Pittsford (V)	2,500	1,335	187	2,687
Riga	2,500	3,629	0	2,500
Rochester	5,000	210,565	0	5,000
RPWD	0	N/A	0	0
Scottsville	2,500	2,001	280	2,780
Spencerport	2,500	3,601	504	3,004
SUNY Brockport	2,500	8,312	0	2,500
Sweden	5,000	5,809	813	5,813
Webster (T)	5,000	37,242	5,214	10,214
Webster (V)	2,500	5,399	756	3,256
Total				181,444

Notes:

- The base fee for MS4 towns is \$5,000 and for MS4 villages \$2,500. The base fee for non-MS4 towns is \$2,000 and for non-MS4 villages is \$1,250.
- Population data is from the 2010 census. In those towns with villages within their boundaries, the population listed does not include the population within the village.
- The supplemental fee is based on population (\$0.14 per resident).
- Non-MS4s are not assessed a supplemental fee.
- The County/RPWD is providing staffing and other in-kind services in lieu of paying a fee.