

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, January 6, 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:**
- **PUBLIC HEARING:** 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)

- **OATH OF OFFICE:** None
- **CERTIFICATES & PROCLAMATIONS:** None
- **GUESTS:**
 - Family Energy – 6 month peddling application (re-scheduled from prior no-shows)

- **CONSENSUS ITEMS:**
 - Approval of minutes – 12/16
 - Approval of bills to be paid

- **CLERK REPORT:**
 - Clerk – Leslie Ann Morelli
 - 2014 Events Schedule – need information by 3/7
 - LGRMIF – Inactive Records Project – to draft vacancy notice for person(s) to be paid by grant

- **PERSONNEL ITEMS:**
 -

- **OLD or NEW BUSINESS:**
 -

- **VILLAGE BOARD REPORTS:**
 - Mayor Margaret B. Blackman
 - CGI Videos

 - Trustee/Deputy Mayor William G. Andrews
 -

 - Trustee Valerie A. Ciciotti
 -

 - Trustee Carol L. Hannan
 - Draft - formalize structure of Emily L. Knapp Museum & Library of Local History Committee

 - Trustee John D. La Pierre
 -

- **EXECUTIVE SESSION** (if needed)

- **ADJOURNMENT**

Upcoming:

Village Hall closed: Monday, 1/20

Village Board work session: 7pm Monday, 1/27 (with Treasurer & Department Heads re budget)

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.

VB-

Family Energy -

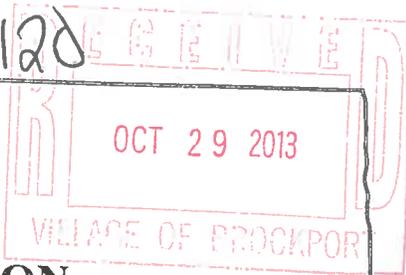
No show " 1/18 + 12/16

requested 1/16

AM

49 STATE STREET

14420



VILLAGE OF BROCKPORT HAWKING-PEDDLING APPLICATION

Date of Application: 10/28/13

Fee submitted: 950

Date scheduled on Village Board agenda: 11-4-13 7pm

Note: Applicant must attend Village Board meeting.

BUSINESS or ORGANIZATION: FAMILY ENERGY

PERSON(S) IN CHARGE: CLINTON BROWN

ADDRESS: 729 MAIN ST BROCKPORT NY 14420

TELEPHONE: 716 8184541 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11:AM to 6pm

- Products to be sold or for which orders are to be solicited: GAS & ELECTRIC ENERGY SUPPLY
- Items / publications to be distributed: product literature including BUSINESS CARD brochure bill of rights
- Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make Dodge Model CARVAN
State of Registry NY Plate # ETH4319

Mobile food units: _____

Must attach State and County Health Department compliance certificate(s).

Clinton Brown
SIGNATURE OF APPLICANT

**VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION**

Date of Application: 10-26-13

Fee submitted: 250 ✓

Date scheduled on Village Board agenda: 11-4-13 7pm

Note: Applicant must attend Village Board meeting.

18 *Jan*

BUSINESS or ORGANIZATION: Family Energy

PERSON(s) IN CHARGE: Clinton Brown

ADDRESS: 729 Main St, Buffalo, N.Y. 14203

TELEPHONE: 716-818-4561 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11:AM to 6 PM

• Products to be sold or for which orders are to be solicited: Energy Supply Options

• Items / publications to be distributed: Product literature including but not limited to business card brochure, Consumers bill of rights...

• Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make Dodge Model VAN
State of Registry NY Plate # FTR4319

Mobile food units: _____
Must attach State and County Health Department compliance certificate(s).

Clinton Brown
SIGNATURE OF APPLICANT

**VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION**

Date of Application: 10/27/13

Fee submitted: _____

Date scheduled on Village Board agenda: 11/18/13

Note: Applicant must attend Village Board meeting

BUSINESS or ORGANIZATION: family energy

PERSON(s) IN CHARGE: Clinton Brown

ADDRESS: 2211 fillmore ave buffalo NY

TELEPHONE: 716-935-7048 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11 Am to 6 p.m

• Products to be sold or for which orders are to be solicited: energy supply options

• Items / publications to be distributed: Product literature including but not limited to business card brochure consumer bill of rights

• Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make Dodge Model van
State of Registry NY Plate # Ftr 4314

Mobile food units:

Must attach State and County Health Department compliance certificate(s).

Clinton Brown
SIGNATURE OF APPLICANT

**VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION**

Date of Application: 10-26-13

Fee submitted: _____

Date scheduled on Village Board agenda: 11/18/13 *JAM*

Note: Applicant must attend Village Board meeting.

BUSINESS or ORGANIZATION: Family Energy

PERSON(S) IN CHARGE: Clinton Brown

ADDRESS: 729 main st. Buffalo ny 14203

TELEPHONE: 716-818-4561 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11:00 AM to 6:00 PM

• Products to be sold or for which orders are to be solicited: Energy for GAS/ELE SUPPLY

• Items / publications to be distributed: product literature, including business card brochure, bill of rights

• Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make Dodge Model VAN
State of Registry NY Plate # FTB 3419

Mobile food units:

Must attach State and County Health Department compliance certificate(s).

Steven De

SIGNATURE OF APPLICANT

**VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION**

Date of Application: 10/26/13

Fee submitted: _____

Date scheduled on Village Board agenda: 11-4-13 7PM

Note: Applicant must attend Village Board meeting

BUSINESS or ORGANIZATION: Family Energy

PERSON(S) IN CHARGE: Clinton Brown

ADDRESS: 729 Main St Buffalo NY 14203

TELEPHONE: (716) 818-4561 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11: AM to 6 PM

• Products to be sold or for which orders are to be solicited:
Supply options For GAS/EL Bills

• Items / publications to be distributed: product literature including
BUSINESS CARD BROCHURE, CONSUMERS Will OF RIGHTS

• Nature of other solicitation: Door to Door

Vehicle to be used (if any): Year 2004 Make Dodge Model CARAVAN
State of Registry NY Plate # FTN 4319

Mobile food units:

Must attach State and County Health Department compliance certificate(s).


SIGNATURE OF APPLICANT

VILLAGE OF BROCKPORT HAWKING-PEDDLING APPLICATION

Date of Application: 10/26/13

Fee submitted: 250 ✓

Date scheduled on Village Board agenda: 11-4-13 7PM

Note: Applicant must attend Village Board meeting RAM

BUSINESS or ORGANIZATION: Family Energy

PERSON(S) IN CHARGE: Clinton Brown

ADDRESS: 729 Main St. Buffalo NY 14203

TELEPHONE: (716) 818-4561 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11:AM to 6 PM

• Products to be sold or for which orders are to be solicited: for Gas & Electric energy supply

• Items / publications to be distributed: product literature including business card brochure bill of rights

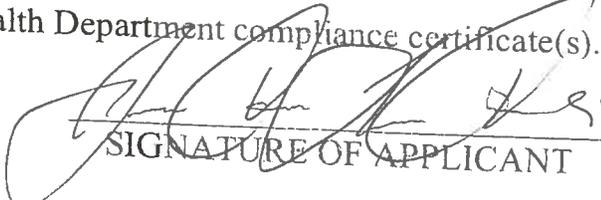
• Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make Dodge Model CARVAN

State of Registry NY Plate # FT34319

Mobile food units: _____

Must attach State and County Health Department compliance certificate(s).


SIGNATURE OF APPLICANT

**VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION**

Date of Application: 10-27-13

Fee submitted: 250 ✓

Date scheduled on Village Board agenda: 11-4-13

Note: Applicant must attend Village Board meeting. *JAM*

BUSINESS or ORGANIZATION: FAMILY ENERGY

PERSON(S) IN CHARGE: CLINTON BROWN

ADDRESS: 729 MAIN ST BHARD NY 14203

TELEPHONE: 716 818 4541 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11:AM to 6 PM

• Products to be sold or for which orders are to be solicited: GAS
ELECTRIC ENERGY SUPPLY

• Items / publications to be distributed: product literature
including business card brochure w/ logo rights

• Nature of other solicitation: door to door

Vehicle to be used (if any): Year 2004 Make dodge Model VAN
State of Registry NY Plate # ETH 4319

Mobile food units:

Must attach State and County Health Department compliance certificate(s).

Clinton Peeler
SIGNATURE OF APPLICANT

VILLAGE OF BROCKPORT
HAWKING-PEDDLING APPLICATION

Date of Application: 10-26-13

Fee submitted: _____

Date scheduled on Village Board agenda: 11-18-13 *AM*

Note: Applicant must attend Village Board meeting.

BUSINESS or ORGANIZATION: FAMILY ENERGY
PERSON(S) IN CHARGE: RICHARD WILLIS
ADDRESS: 2211 FILMORE AVE BUFFALO NY
TELEPHONE: 716-936-1191 FAX: _____

E-MAIL: _____

LICENSE TO COVER DATES FROM: 11-13 to 5-14

TIME OF DAY FROM: 11: AM to 6 PM

- Products to be sold or for which orders are to be solicited: ENERGY SUPPLY OPTIONS
- Items / publications to be distributed: PRODUCT LITERATURE INCLUDING BUT NOT LIMITED TO BUSINESS CARD CARD BROCHURE CONSUMERS BILL OF RIGHTS
- Nature of other solicitation: DOOR TO DOOR

Vehicle to be used (if any): Year 2011 Make Dodge Model VAN
State of Registry NY Plate # FTR429

Mobile food units: _____

Must attach State and County Health Department compliance certificate(s).

Richard Willis
SIGNATURE OF APPLICANT



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*

TO: Village Board, Department Heads, Village Historian, Tree Board, Walk Bike Brockport Action Group, Brockport Merchants Association, Greater Brockport Chamber of Commerce, BISCO, Lion's Club, Kiwanis Club, Elks, Rotary, Navy Club, Brockport Area Veterans Club, Western Monroe Historical Society, Generation Cool, Seymour Library, Town of Sweden, SUNY College at Brockport, Catholic Migrant Ministry, Greater Brockport Development Corporation, and other event planners I may have missed...

FROM: Leslie Ann Morelli, Village Clerk

RE: 2014 Events Schedule

DATE: January 2014

Happy New Year!

It's time to gather information to be able to put together a 2014 events schedule. The schedule gets posted on the Village website, made available at the Village Hall, Welcome Center, Seymour Library, Town Hall, Senior Center, Community Center etc. It will also be used in marketing efforts with local media.

Thanks again to Norm Frisch for his design/formatting help the last few years!

I haven't heard anything new regarding the group that was looking into creating a greater Brockport events schedule via a paid subscription to an automated scheduling system. Therefore, I continue my willingness to solicit and gather information on behalf of the Village.

We want to include your group's 2014 event(s) if they are to be held within the Village of Brockport limits and open to the public. **Please refer this to the appropriate person to consult your group and by March 7th email me at lmorelli@brockportny.org with the basic details of your 2014 events.**

Keep in mind that some events may need the approval of the Village Board as well as the cooperation of the Department of Public Works, Police Department, or Code Enforcement Office. This is particularly true if it involves a street closure request or the use of Village property or facilities. The Village Board meets at 7pm the 1st and 3rd Monday of each month. Agenda items are due one week prior. Department Heads (DPW Superintendent, Police Chief, and Code Enforcement Officer) are in attendance at the 3rd Monday meetings. If Main Street (NYS Route 19) closure is requested, please remember that you need to apply to NYS DOT.

If I am not informed about an event, I can't include it in the schedule, so be sure to e-mail me your information by March 7th. Thanks very much.

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Valerie A. Ciciotti, Carol L. Hannan, John D. La Pierre

DRAFT

MISSION STATEMENT: The Emily L. Knapp Museum is an educational institution dedicated to collecting, preserving, and providing access to the heritage and history of Brockport.

PURPOSE: The purpose of this motion is to formally establish, by Village of Brockport, Board of Trustees (Village Board) action, a committee to oversee the operation of the Emily L. Knapp Museum.

COMPOSITION OF THE EXECUTIVE COMMITTEE:

The committee shall be comprised of _____ voting members, including the Museum Director, Village Historian and _____ members approved by a vote of the Board, who must be legal residents of the Village of Brockport. In Addition, the Executive Committee will have one faculty member from the College at Brockport's Program in Museum Studies/Public History, to be selected by that program's faculty. Committee members will serve for a term of three years, with initial appointments of one, two and three years. Thereafter, committee members will be appointed or reappointed for terms of three years. The Board of Trustee liaison will be an ex-officio member of the museum's executive board, without voting rights.

COMPOSITION OF COMMITTEE VOLUNTEERS:

Additional committee member volunteers may be appointed by the Village Board who are not required to be village residents. They will not have voting rights of executive committee members. Emily L. Knapp Museum volunteers may serve indefinite terms, or until they notify the executive committee of their decision to resign.

THE MUSEUM DIRECTOR:

The Emily L. Knapp Museum Director will be nominated by a member of, and approved by a majority of the Village Board. The Director will serve for a term of three years and thereafter, until reappointment/approval or resignation, for additional three year terms. The Director will be a legal resident of the Village of Brockport and may serve as Village Historian/ Director at the discretion of the Village Board. Duties of the Director include:

- serving as registrar, curator, conservator, and public educator of the museum's collections
- calling official meetings as necessary.
- chairing all meetings.
- reporting to the board of trustees at least yearly on the state of the museum: accomplishment(s) and/or goal(s) of the committee.

The Museum Executive Committee will:

- give public notice of official meetings or a schedule of for the village clerk to post.
- work with and inform the Board liaison of requested actions.
- direct meeting records to be kept and a copy given to the village clerk.
- submit requests for expenditures.
- review volunteer applications and submit them for board approval.
- set museum hours and staffing schedules.

DRAFT

- write yearly or short term goals and objectives for the museum.
- review goals and objectives, as appropriate.

COMMITTEE VOLUNTEERS will:

- assist in the staffing of the museum.
- provide input to the Director and Executive Committee.
- assist in the completion of goals and objectives.
- serve for an indefinite term, until their resignation to the board.