

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, November 16, 2015 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Valerie A. Ciciotti, Trustee Katherine J. Kristansen, Trustee John D. LaPierre, Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, DPW Superintendent Harry G. Donahue, Building Inspector/Code Enforcement Officer David J. Miller, Jr., Attorney Daniel J. Mastrella

EXCUSED: Police Chief Daniel P. Varrenti

ALSO PRESENT: Joan Hamlin, Fred Webster, Briannah Alito, Maggie Benson, Micalah Hutchings, Anna Feller, Ryan Bagley, Emily Noonan, James Egan, Brad Lynch, Dalton Harris, Alyssa Daley, Tony Martinez, Aaron Cerbone, Justin Filleran, Talan Moser, Abby Fridmann, Maggie Wilson, Rashana Lydner, Chandler Rozey, Julius Brunson, Iliana R., Tyler Deriderio, Camara Consingh, Sean Flynn (Note: names taken from the sign in sheet – many difficult to read – so spellings may be incorrect.)

CALL TO ORDER / PLEDGE: Mayor Blackman called the meeting to order and led the Pledge of Allegiance.

Mayor Blackman welcomed the instructor and students and BSG representatives from SUNY College at Brockport.

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies

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

BROCKPORT HISTORICAL MOMENT: Trustee/Deputy Mayor Andrews shared the following:

This evening's historical moment concerns a distinguished Brockport business family, the Luther Gordons. Luther was an exceptionally versatile, enterprising, and successful businessman. He was born in Rushford, NY, in 1822 and entered the business world at 19 as owner of a foundry furnace and the inventor of a plow that he manufactured. He sold that business after a year and a half and pursued the mercantile trade for fourteen years, erecting two buildings to house his two general stores. Meanwhile, he was a livestock broker for sixteen years and entered the lumber business.

In 1856, Luther bought a lumberyard in Brockport, built a steam sawmill and planing mill. He purchased several hundred acres of timber land in Cattaraugus County and 7,000 acres in Michigan. Eventually, he had sawmill operations in East Saginaw and Sterling, Mich., and Holley and Olean, NY., and shipped lumber and finished lumber (sashes, doors, ornamental trim, etc.) throughout the East.

In 1863, he founded the First National Bank of Brockport as its president. Also, he was in the construction business. Most notably, he built his own home across South Street from the Morgan-Manning house, the First National Bank building on the corner of Main and King Streets, the homes that are now the Roxbury and the Webster Funeral Home, the houses along Gordon Street, and the First Baptist Church.

Luther was also prominent in the community's political life, serving as Village mayor in 1861 and 1872 and Town Supervisor in 1868. He died in March 1881. He succeeded in the foundry, mercantile, livestock, lumber, planing, construction, and banking businesses and was a civic leader—quite a record!

Luther and his wife, Florilla, had one son, George, who became his father's business partner and succeeded him. Besides the lumber business and the First National Bank, George was president of the Brockport Building & Loan Assn. and trustee of the Fidelity Trust Company in Buffalo. He and his wife, Ida, had five sons, four of whom survived childhood. Luther, George, and Thomas followed their father as bankers. They demolished Luther Sr.'s 1873 bank building and erected the present structure in 1927. The lumber business and the bank failed in the early years of the Great Depression of the 1930s. The manager of the lumber business, W.E.B. Stull, however continued in that trade by establishing Stull Lumber and Hardware on Park Avenue, now owned and managed by his grandson, Bill.

George and Ida Gordon owned a five-bedroom cottage on three acres of land in the then-thriving lakeside resort of Troutberg. They had a tennis court, a large picnic house, and a boathouse for two boats. The arrival of the Gordons was a major event in Troutberg, as described in Mary Smith's Remembering Hamlin book: "Old timers fondly recalled the sight and sound of the Gordon tally-ho, with the uniformed driver of 4 horses up front and the footman at the rear, sounding blasts on his bugle." That was also a familiar sight in the village, as described by Ray Tuttle: the Gordon's carriage, "passing through the streets, loaded with guests, and tended by bright uniformed coachmen, footmen, and

accompanied by a bugler provided one of the thrills for the pedestrians of that day." I believe that the Gordon's tally-ho is now above the fireplace in the dining room of the Morgan-Manning house.

Thomas and his wife, Ruth, lived very opulent lives with nannies for their children, a cook, a maid, a chauffeur, gardeners, and a carpenter. Dinner, as described by Thomas's son, in one of Eunice Chesnut's books, included finger bowls, imported lace tablecloths, and sparkling polished silver. Thomas owned three automobiles, including a limousine. Their estate on the corner of North Main Street and West Avenue included greenhouses where Thomas pursued his horticultural hobby. They later became Rogers Florists.

George Jr. was vice-president of the bank and president of the Brockport Piano Co. Fred married an heiress, was a gentleman farmer, and built Whitehall, the nine-bedroom mansion in Clarkson that was recently the home of the Sagawa family.

Quite a family—through three generations.

OATH OF OFFICE: none

CERTIFICATES & PROCLAMATIONS: none

GUESTS:

- Any peddling and soliciting permit applications re 12/6/15 holiday parade – Clerk Morelli said the deadline was November 16th and nothing came in.

PUBLIC HEARINGS:

- To approve amended cable television franchise agreement –

→ At 7:08pm Trustee Kristansen moved, Trustee Andrews seconded, carried 5/0 to close the regular meeting and open the public hearing – a continuation from 10/19/15.

Clerk Morelli read the following legal notice that was published in Suburban News, posted on the Village website and posted at Village Hall.

VILLAGE OF BROCKPORT
Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Monday, October 19, 2015**, in the Village Hall conference room 49 State Street, Brockport, NY 14420 regarding renewal of the amended cable television franchise agreement by and between the Village of Brockport and Time Warner Cable.

A copy of the agreement is available for public inspection during normal business hours at the Village Clerk's office and on the Village website. At such public hearing, all persons will be given an opportunity to be heard. Written and oral statements will be taken at that time. Time limitations may be imposed for each oral statement, if necessary.

By Order of the Brockport Village Board
Leslie Ann Morelli
Village Clerk
Village of Brockport

Treasurer Hendricks said he contacted Time Warner Cable with feedback from the 10/19 meeting as to the list of entities in Index A to receive free basic cable and further asked if free internet was a possibility. They suggest only removing the private school that is no longer in existence and correcting the names and addresses of the municipal entities and adding the Seymour Library. They cannot include free internet.

Trustee Andrews asked if he addressed with them the suggested modification of page 10 section 6.7 – the provision about trimming trees. He said tree trimming work should receive the Village Tree Board approval before it begins. Treasurer Hendricks said he did not as from his understanding the problem with tree trimming was with National Grid, not TWC. Mayor Blackman said the Village Code regarding trees needs to be amended to include tree trimming protocol for utilities in general. Trustee Kristansen asked if that would suffice. Village Attorney Mastrella said if adopted via the local law process, which is how amendments to the Village Code are handled, then it would apply. Village Attorney Mastrella said there is no rush to renew the agreement and that maybe that section of the Village Code could be amended fairly soon if needed. In the meantime, he suggested Treasurer Hendricks work out the remaining details (feedback from the 10/19 and 11/16 meetings) and request that TWC make the modifications, and inform them of plans to amend the Village Code as to tree trimming, possibly requiring Village approval, not Tree Board approval as they are advisory in nature.

Public: None

→ At 7:21pm Trustee LaPierre moved, Trustee Ciciotti seconded, carried 5/0 to close the public hearing and re-open the regular meeting.

Clerk Morelli reminded the Board that they 62 days from the close of the public hearing to render a decision.

- Proposed Local Law of 2015 – to amend the penalty provisions of Chapters 4, 18, 21, 35, 36, 55, 58 of the Brockport Village Code -

→ At 7:21pm Trustee Ciciotti moved, Trustee Kristansen seconded, carried 5/0 to close the regular meeting and open the public hearing – a continuation from 10/19/15.

Clerk Morelli read the following legal notice that was published in Suburban News, posted on the Village website and posted at Village Hall.

VILLAGE OF BROCKPORT
Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Monday, October 19, 2015**, in the Village Hall conference room 49 State Street, Brockport, NY 14420 regarding proposed Local Law of 2015 to amend the Village Code as follows:

A Local Law amending the penalty provisions of Chapters 4, 18, 21, 35, 36, 55, and 58 of the Brockport Village Code.

Brockport Village Code Sections 4-2 and 4-5 (Alcoholic Beverages); 18-3 (Firearms, Fireworks, and Explosives); 35-5, 35-10, 15-18, 35-24 (Peace and Good Order); 55-5 (Noise) shall be amended to read as follows:

"Any person, Corporation or other entity who violates the provisions of this chapter shall be guilty of a violation and shall be subject to imprisonment not to exceed fifteen days or a fine not to exceed \$250 or both such fine and imprisonment."

Brockport Village Code Sections 21-21(G) (Garbage); 36-27(F) (Minimum Housing and Building Code); 58-30(A) and 58-35.13 (Zoning and Property Maintenance) shall be amended to read as follows:

"Any person, Corporation or other entity who violates the provisions of this chapter shall be guilty of a violation and shall be subject to imprisonment not to exceed fifteen days or a fine not to exceed \$250 or both such fine and imprisonment. Each day of continued violation shall constitute a separate offense."

All interested parties will be given the opportunity to be heard.

By Order of the Brockport Village Board
Leslie Ann Morelli
Village Clerk
Village of Brockport

Clerk Morelli reported that referral was made to the Monroe County Department of Planning and Development as required and the response came back today that they reviewed it and do not have any comment.

Trustee Andrews said in light of the explanation provided by Village Attorney Mastrella at the 10/19 meeting, he supports this.

Trustee Kristansen said she agrees.

Mayor Blackman said she agrees and stated that the amendments were thoroughly reviewed, are fair and comparable to other municipalities.

Public:

- Sean Flynn – College BSG President, College Street resident - (read a prepared statement but did not provide it to Clerk) – summarized as follows - said while he understands the proposed amendments are not meant to incarcerate college students, they wish to minimize any potential adverse affects on students and suggest the 15 days be changed to 1 week which would equate to 3 absences from classes or weekends only which wouldn't impact class attendance. He further

suggested specifying a number of community service hours in place of incarceration.

Village Attorney Mastrella explained again that the penalty provisions proposed are standard for such and that it gives the Judge the ability to impose the penalties if truly needed. It does not require the Judge to do so. The goal is not imprisonment, it is answering to charges – getting the individual to court. He said in his time here no one has been incarcerated for a Village Code violation. Elected officials understand the dynamics of the student population.

Trustee LaPierre asked what the impact would be to change it from 15 days to 7 days. Village Attorney Mastrella gave examples of how a sentence is figured and explained that it is no longer legal to impose a sentence of just weekends. He said up until about 7 years ago Judges used to sentence weekends only. Now it has to be a set number of days and 7 days does not comport or comply with the uniformity of the Monroe County Jail Bureau. Jail requirements are interpreted under state law.

- Tale Mosher – off campus college student – suggested community service be an option.

Mayor Blackman said community service is an option used often by the Judges, but the proposed local law is intended to have a tool to get someone to show up at court.

Village Attorney Mastrella concurred that community service is used regularly. Further, the Judges and Prosecutor are amenable to working with the College when it comes to students and rely on the college adjudication system. The student population is by and large very responsive to the court system. This is aimed at non-students – a way to get them to court.

→ At 7:35pm Trustee Andrews moved, Trustee Ciciotti seconded, carried 5/0 to close the public hearing and re-open the regular meeting.

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 via roll call to accept the proposed Village Code changes as noted and adopt them as Local Law #1 of 2015.

**VILLAGE OF BROCKPORT
RESOLUTION TO ENACT LOCAL LAW NO. 1-2015**

WHEREAS a public hearing was held the 19th day of October, 2015 and continued on the 16th day of November, 2015 by the Board of Trustees of the Village of Brockport, notice of which was given as required by the Municipal Home Rule Law, the Open Meetings Law and the Village Law of the State of New York;

WHEREAS at said public hearing the Board of Trustees considered the enactment of proposed Local Law No. 1-2015.

WHEREAS all interested persons were given an opportunity to be heard with respect to the enactment of said local law;

NOW, THEREFORE, BE IT RESOLVED, that Local Law No. 1-2015 be enacted.

**VILLAGE OF BROCKPORT
NOTICE OF ENACTMENT OF LOCAL LAW**

WHEREAS notice of public hearing was duly given and said hearing duly held on the 19th day of October, 2015 and continued on the 16th day of November, 2015 to consider the enactment of the local law described below;

NOW, THEREFORE, PLEASE TAKE NOTICE that, after due consideration and deliberation, the Board of Trustees of the Village of Brockport duly enacted said local law on the 16th day of November, 2015, and said local law and the Code adopted thereby shall be in full force and effect as provided by law upon the filing of a copy of this local law with the Secretary of State. The local law enacted is entitled and described as **LOCAL LAW NO. 1-2015**

DATED: November 16, 2015

BY ORDER OF THE BOARD OF TRUSTEES
VILLAGE OF BROCKPORT

LESLIE ANN MORELLI
VILLAGE CLERK

Trustee Andrews said he appreciates the students input and turnout for this issue.

Mayor Blackman concurred and said she hopes they'll come back and stay involved.

PUBLIC COMMENT: none

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Ciciotti moved, Trustee Andrews seconded, carried 5/0 that the minutes of the 11/02/15 meeting be approved as amended.

→ Trustee LaPierre moved, Trustee Kristansen seconded, Mayor Blackman abstained due to absence, carried 4/0/1 that the minutes of the 11/9/15 meeting be approved as written or amended.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Ciciotti moved, Trustee Kristansen seconded, carried 5/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	11/09/15	\$80.00
	11/13/15	\$38,256.61
FUND (F): <u>Water</u>	11/13/15	\$45,873.00
FUND (G): <u>Sewer</u>	11/13/15	\$284.84
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$84,494.45 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)

- Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 10/31/15 – Treasurer Hendricks referred to the information in the packet. He distributed the revenue page for the sewer fund that was missing.

- Budget Amendments & Transfers - Treasurer Hendricks referred to the information in the packet.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the following budget amendments be authorized:

Amendments

Account #	Description	Amount	Purpose
A5112.2000	CHIPS	\$44,000.00	(1)
A7450.4010	Museum Expenditures from Adopt A Picture Revenues	\$890.00	(2)
A7515.4000	Expenditures for Active Transportation Grant	\$10,000.00	(3)
A7550.4080	Expenditures from Grant for Mural	\$3,000.00	(4)
	Total expenditures	\$57,890.00	
	Total revenues	\$57,890.00	

Purpose:

- (1) Expenditures from CHIPS Funds
- (2) Expenditures associated with Museum Revenues from Adopt A Picture
- (3) Expenditures for Active Transportation Grant
- (4) Expenditures for Grant for Mural

Transfers

Account #	From	Account #	To	Amount	
A1990.4000	Contingency	A1110.4000	Court – Contractual	\$700	(1)
A1990.4000	Contingency	A1110.4010	Court – Building renovations	\$200.00	(2)
A1990.4000	Contingency	A1910.4000	Insurance	\$1000	(3)

Total: \$1,900

Purpose:

- (1) Court expenditures – cost exceeded budget

- (2) Court expenditures for curtain in Village Hall – cost exceeded budget
- (3) Insurance – cost exceeded budget

- AUD for FYE 5/31/15 filed 11/2/15 – Treasurer Hendricks shared having filed the annual update document for fiscal year ended 5/31/15 and reviewed the fund balances which he believes are reasonable for a Village Brockport's size.

VILLAGE OF BROCKPORT
ANNUAL FINANCIAL REPORT
UPDATE DOCUMENT
FOR FISCAL YEAR ENDED 05/31/15

PLEASE TAKE NOTICE that on 11/2/15 the Village Treasurer filed the annual financial report update document (AUD) for the Village of Brockport for the fiscal year ended 05/31/15, with the Office of the New York State Comptroller, the Village's external auditors, the Village Board and Village Clerk. Said report will be posted to the Village website at www.brockportny.org and may be examined at Village Hall during regular business hours.

Leslie Ann Morelli
Village Clerk
Village of Brockport

For publication in the 11/8/15 edition of Suburban News.
For posting on Village website and Village Hall bulletin board.

- Financing of dump truck purchase – Treasurer Hendricks distributed a memo on his follow up to financing this piece of equipment.

"We received the following proposals regarding financing the 2016 Kenworth Truck that was included in the 2015-16 Village Budget. The truck will be financed over a five year period, first payment will be upon delivery, and subsequent payments will be made by July 1 for the next four years.

First Niagara Leasing, Inc.	2.69%
Municipal Asset Management, Inc.	2.84%

JP Morgan Chase did not quote as they require borrowing a minimum of \$500,000.00.

Suggested resolution:

That the Village of Brockport accepts the proposal from First Niagara Leasing, Inc. for a lease purchase agreement for a 2016 Kenworth T370 Cab and chassis to be purchased from Kenworth Northeast Group, LLC, the total vehicle cost is \$178,287.00

Please let me know if you have any questions or need any additional information."

Trustee Kristansen asked if this is the equipment purchase that was to be approximately \$37,000 per year for 5 years and then we own it. DPW Spt. Donahue said yes.

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 that the Village of Brockport accepts the proposal from First Niagara Leasing, Inc. for a lease purchase agreement for a 2016 Kenworth T370 Cab and chassis to be purchased from Kenworth Northeast Group, LLC, the total vehicle cost is \$178,287.00

- o Building / Zoning / Code Enforcement – BI/CEO David J. Miller, Jr.

- College – BI/CEO Miller welcomed the College students in attendance this evening.

- Hazard Mitigation Report – BI/CEO Miller shared that he has represented the Village on the hazard mitigation report being coordinated by Monroe County Office of Emergency Preparedness. This relates to the readiness of the Village and enables eligibility for FEMA funding. He thanked DPW Spt. Donahue and Clerk Morelli and staff for their help with gathering the information.

- 59 Fair Street – BI/CEO Miller referred to a complaint made during public comment of the 11/2 Village Board meeting regarding the status of 59 Fair Street which suffered a fire in early 2011. It is in the process of being addressed. The owner was to secure funding to remediate the issues, but now wishes to sell. He has done some work since being contacted such as trimming and setting a trap for animals, that may not actually be a result of his property. He will also make some repairs to the broken front steps and paint the plywood to match the exterior.

BI/CEO Miller said vacant/foreclosed properties are an issue everywhere. This one is not in the top 10 of the worst in this Village. He said he is meeting with Trustee Ciciotti tomorrow to discuss the various vacant or abandoned properties in the Village.

- Code Review Committee – BI/CEO Miller shared that Mary Rich of the Code Review Committee has been elected to the Sweden Town Board effective in January. He asked if she would need to resign from the Village Code Review Committee for any potential conflict of interest. Village Attorney Mastrella said he would review and advise on this.

- BI/CEO/PB/ZBA Clerk – BI/CEO Miller shared that he received a letter of resignation this morning from Pam Krahe. She has been here 8 years and has done a phenomenal job. He said the many BI/CEO department improvements wouldn't be where they are without her help. She was not seeking employment elsewhere, but an opportunity presented itself for part time mornings at the College, better pay and some benefits.

→ Trustee Kristansen moved, Trustee Ciciotti seconded, carried 5/0 to accept with regret the resignation of Pam Krahe effective 11/30/15. Her regular hours will cease 11/30/15 but she has graciously agreed to work 2 to 3 afternoons per week until a replacement is secured and trained.

BI/CEO Miller said he immediately asked Clerk Morelli and Treasurer Hendricks to provide some information on filling the vacancy. The Civil Service title (Secretary to Planning Board and Zoning Board) is exempt and can be either part time or full time. The wages and benefits cost information provided by Treasurer Hendricks was reviewed. Treasurer Hendricks said full time hours for the remainder of this fiscal year are not budgeted but can be accommodated. However, this isn't a one-shot purchase. Going full time would have a permanent impact. However, the upcoming .4 tax cap is unreasonable and likely impossible to meet. BI/CEO Miller asked that consideration be given to making this position full time and that it be added to the next meeting agenda. Trustee LaPierre said this administration has placed an emphasis on and made an investment in improvement to code enforcement. This would further assist in that endeavor.

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to authorize filling the BI/CEO/PB/ZBA Clerk vacancy as full time – 35 hours per week (not 40 hours per week).

BI/CEO Miller thanked the Board for the quick decision and support of the department.

**BUILDING INSPECTION/CODE ENFORCEMENT/PLANNING BOARD/ZBA CLERK
VILLAGE OF BROCKPORT**

The Village of Brockport (2.2 square miles, population ~8,300 which doubles when College is in session, ~1,766 parcels) seeks individual to assist the Building/Code Enforcement Department and Planning Board and Zoning Board of Appeals in a variety of clerical, customer service, meeting minutes taking and record keeping functions. The BI/CE Department is located at Brockport Village Hall and is comprised of 1 full time BI/CEO, 2 part time BI/CEO's, and the Clerk. The full time BI/CEO serves as direct supervisor to the BI/CE/PB/ZBA Clerk.

Education and Experience: secretarial, business, or related field. Associates Degree and public sector/municipal experience preferred. Must be personable, have a positive attitude, be a quick learner, detail/accuracy oriented and able to multi-task/prioritize. Familiarity with Microsoft Office is necessary. Additional task-specific computer programs are utilized such as I.P.S. by B.A.S.

Full time 35 hours per week to include monthly evening meeting of the Planning Board (currently 2nd Monday at 7pm) and Zoning Board of Appeals (currently 1st Thursday at 7pm). Wage range \$12.50 to \$15 per hour plus benefits. New York State Retirement System. Position is Civil Service Exempt – title is Secretary to Planning and Zoning Boards.

Download employment application from www.brockportny.org. Send cover letter to include names, titles and contact information for 3 references, and résumé with completed employment application by e-mail to: lmorelli@brockportny.org or by mail to: Village of Brockport Attention: Village Clerk 49 State Street Brockport, NY 14420.

Application deadline: Noon, Tuesday, December 15, 2015

Leslie Ann Morelli
Brockport Village Clerk

- Police – Police Chief Daniel P. Varrenti (excused)
 - 3rd Quarter Report – included in the packet
- Public Works – Superintendent Harry G. Donahue
 - NYCOM Public Works training school – report – Spt. Donahue reviewed the report included in the packet and thanked the Board for authorizing his attendance at this worthwhile training.

▪ Update on proposed shared purchase of track excavator – Spt. Donahue shared that the Town of Sweden Highway Spt. is no longer interested in sharing this purchase as the machine is not quite what they want. Spt. Donahue said he spoke with the vendor who offered a 2 year municipal lease purchase – pay half this fiscal year and half next fiscal year. With the sale of the backhoe to bring an estimated \$25,000 and \$10,000 from the General Fund and \$10,000 from the Water Fund and credit for previous rental and upcoming rental, he still recommends moving forward with the purchase.

Trustee LaPierre said he believes this is worthwhile but that it should be purchased in entirety this year as the next fiscal year budget will not be easy. Trustee Kristansen asked how it would get from site to site as the original plan was to utilize the Town of Sweden trailer. DPW Spt. Donahue said he could still borrow a trailer from the Town of Sweden, Town of Hamlin or Village of Spencerport.

→ Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 to proceed with preparing applicable bid notice and bid specifications.

- Village Attorney – Daniel J. Mastrella, Esq.

• **PERSONNEL ITEMS:**

○ Adopt 6/1/16-5/31/17 holiday schedule – Clerk Morelli referred to the proposed schedule in the packet. The holidays are set by Union contracts and the Employee Handbook with each of the 3 employee groups having been given the opportunity to weigh in on their preferences for the floaters.

→ Trustee Kristansen moved, Trustee Andrews seconded, carried 5/0 to adopt the 6/1/16 – 5/31/17 holiday schedule as follows:

**VILLAGE OF BROCKPORT
HOLIDAY SCHEDULE
June 1, 2016 – May 31, 2017**

Adopted by Village Board 11/16/15

For distribution to employees & posting to Village website

Employees: refer to Employee Handbook or Union contract regarding pay eligibility.

<u>HOLIDAY</u>	<u>OBSERVED ON</u>
Independence Day:	Monday, July 4, 2016
Labor Day:	Monday, September 5, 2016
Columbus Day:	Monday, October 10, 2016
Veterans Day:	Friday, November 11, 2016
Thanksgiving Day:	Thursday, November 24, 2016
Day after Thanksgiving:	Friday, November 25, 2016
Christmas Day:	Monday, December 26, 2016 (Stetson: Sunday, 12/25/16)
New Year's Day:	Monday, January 2, 2017 (Stetson: Sunday, 1/1/17)
Martin Luther King Day:	Monday, January 16, 2017
Presidents Day:	Monday, February 20, 2017
Good Friday:	Friday, April 14, 2017
Memorial Day:	Monday, May 29, 2017

+ 3 FLOATING HOLIDAYS per employee groups:

Non-Union/Non-Contract:

- 1) Tuesday, July 5, 2016
- 2) Friday, September 2, 2016
- 3) Friday, May 26, 2017

CSEA (DPW) & Non-Union/Non-Contract DPW Management:

- 1) Friday, July 1, 2016
- 2) Friday, September 2, 2016
- 3) Friday, May 26, 2017

Stetson Club (Police):

- 1) Tuesday, July 5, 2016
- 2) Saturday, December 24, 2016

3) Saturday, December 31, 2016

EXECUTIVE SESSION:

→ At 8:12pm, Trustee LaPierre moved, Trustee Ciciotti seconded, carried 5/0 that the Board of Trustees of the Village of Brockport enter into executive session to discuss a matter of pending litigation.

Village Attorney Mastrella was invited to sit in.

→ At 8:32pm, Trustee Kristansen moved, Trustee Ciciotti seconded, carried 5/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

• **OLD or NEW BUSINESS:**

○ Authorize Idlewood Drive water main relining engineering services proposal of Chatfield Engineers – Spt. Donahue referred to the proposal in the packet. This is for the Village Engineer to do the engineering services at a cost of \$8,568 for the Idlewood Drive water main relining. The project is located along Idlewood Drive as well as south of the houses along West Avenue to the west of Idlewood Drive. It involves the relining of approximately 900 linear feet of the existing water main. Spt. Donahue said instead of the normal twice a year, they have to do water flushing there 4 times a year. Relining will eliminate worry of dirty/rusty water.

Trustee Kristansen asked the priority of the project. Spt. Donahue said the relining really needs to be done. The other option is replacing the main at double or triple the cost. He said that is not necessary as in his 32 years here he knows of only 1 water main break there.

Trustee Andrews suggested CDBG funding for the project. Spt. Donahue said the next application is due in early 2016 for later 2016 notification. This does not line up with plans to do the project in the spring.

Mayor Blackman asked how it would be funded. Spt. Donahue said through the Water Fund.

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 to approve and authorize the Mayor to sign the Chatfield Engineers Idlewood Drive water main relining engineering services proposal at a cost of \$8,568 to come from the Water Fund.

○ Consider 5-year extension to Brockport Fire District snow plow agreement – Spt. Donahue referred to the current snow plow agreement and shared that the Brockport Fire District Board of Commissioners are interested in renewing it and suggest 5 years.

Mayor Blackman said 5 years with a fixed price is not in the best interest of the Village. She suggested renewal be kept to every 2 years and that cost be tied to the CPI.

Trustee Ciciotti suggested annual renewal and noted that Capen Hose needs to be removed from the agreement since it is private, not part of the Fire District. Spt. Donahue concurred.

Trustee LaPierre said the cost difference may be only \$20 or \$30.

Trustee Kristansen said 2 year renewal seems appropriate.

Trustee Ciciotti asked Treasurer Hendricks if he had any concerns. Treasurer Hendricks said no.

Trustee Ciciotti asked how to move forward as changes need to be made to the agreement. Village Attorney Mastrella said the Village Board could vote to renew the agreement for a 2 year period with the stipulation that the Capen Hose Co. property is deleted from it. A modification in extension would suffice as opposed to re-drawing the agreement. Clerk Morelli said finding whose computer the original agreement resides on or re-typing the agreement & getting all parties to sign would probably be cleaner.

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 to approve and authorize the Mayor to sign the renewal of the snow plow agreement with the Brockport Fire District for a 2 year period with the stipulation that the Capen Hose Co. property be deleted from it.

Spt. Donahue will follow up with the BFD Commissioners.

○ Proposed Village Code Chapter re Parks – call for public hearing to adopt via Local Law process –

→ Trustee Kristansen moved, Trustee Ciciotti seconded, carried 5/0 to hold a public hearing at 7pm Monday, December 21, 2015 regarding proposed Local Law of 2015 to add a Parks chapter to the Brockport Village Code.

VILLAGE OF BROCKPORT
Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Monday, December 21, 2015**, in the Village Hall conference room 49 State Street, Brockport, NY 14420 regarding proposed Local Law of 2015 to amend the Village Code as follows:

A Local Law adding a Parks chapter to the Brockport Village Code.

Text of the proposed local law is available for public inspection during normal business hours at the Village Clerk's office and is on the Village website at www.brockportny.org. All interested parties will be given the opportunity to be heard.

By Order of the Brockport Village Board
Leslie Ann Morelli
Village Clerk
Village of Brockport

- Grants – (Mayor mentioned at last meeting.)
 - Awarded \$1,000 – Rochester Area Community Foundation – E.L.K. Museum photos restoration
 - Awarded \$2,704 – Genesee Valley Community Arts – GBDC Summer Serenades program
 - Awarded \$2,000 – Genesee Valley Community Arts – Welcome to Brockport railroad bridge mural
- Settlement Agreement reached – Maria C. Castaneda v. Police Chief Varrenti & Police Lt. Cuzzupoli...

→ Trustee LaPierre moved, Trustee Kristansen seconded, carried 5/0 to authorize the Mayor to sign the settlement agreement and limited release with Maria C. Castaneda.

Mayor Blackman read the following prepared statement:

The Village of Brockport has entered into a settlement agreement with former Mayor Maria Castañeda wherein she has discontinued her legal action filed last year against the village and the Chief and the Lieutenant of Police. A primary component of this settlement agreement is that neither the Village nor the Chief or Lieutenant acknowledge, admit or are found to have engaged in any misconduct or wrongdoing as was alleged by Ms. Castañeda. The Village, the Chief and Lieutenant maintain that they did not engage in any such misconduct or wrongdoing. The Brockport Police Department acted upon on the advice and direction of the Monroe County District Attorney's office. The Village Board believes these officers served our community well and deserve our thanks and support.

Upon receipt of the claim in 2012 the Village referred the matter to its insurance carrier as required by the Village's insurance policy. The insurance carrier agreed to defend and indemnify the Village for the claims made by Ms. Castañeda. In order to maintain its coverage the Village is obligated to cooperate with the insurance carrier in its defense of the claim.

In the course of the litigation, counsel assigned by the insurance carrier advised the Village that it had negotiated a full settlement of the claims related to the criminal charges that had been filed against Ms. Castañeda without the necessity for further litigation. Counsel further advised that this would relieve the Village from devoting further time and effort to defense of the claim. Pursuant to the agreement the insurance carrier agreed to pay the entire settlement from its funds and avoid the expense of further litigation. The Village will incur no expense. This settlement provides a final resolution to the action and releases the Village from any liability on this claim.

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
 - Trip to Cuba – Mayor Blackman shared information on her 11/4-11/14 trip to Cuba.
 - Holiday Parade of Lights – Mayor Blackman reminded all of the 5pm Sunday, 12/6 holiday parade of lights and Christmas tree lighting. According to Kent Blair, who helps organize the parade, an antique fire truck is being made available for the Village Board to ride on.
- Trustee/Deputy Mayor William G. Andrews

- GBDC – Trustee Andrews reported having attended an 11/4 GBDC meeting.
- Town/Gown Subcommittee – Trustee Andrews reported having attended an 11/5 Town/Gown subcommittee meeting – the focus of which was program strategy for landlord/student relations.
- Seymour Library – Trustee Andrews reported having attended the 11/7 Seymour Library After Hours event.
- College – Trustee Andrews reported having attended the 11/7 College Benefactors dinner.
- Western Monroe Historical Society - Trustee Andrews reported having attended the recent Board meeting – a hard working group – each with a task to perform. The Morgan Manning House is an asset to promote history.
- Town Boards – Trustee Andrews reported having attended recent Clarkson and Sweden Town Board meetings.
- The Center – Trustee Andrews reported having attended an 11/11 Veterans lunch at The Center.
- Welcome Center – Trustee Andrews reported an analysis of the 11 seasons of the Welcome Center which has generally paralleled the economic trends of the country and the price of fuel. In 2008 boat traffic declined with recovery by 2013. The 2015 season saw 353 boat nights, a 20% increase over 2014. It also saw 468 bicycle loan outs. The financials show the costs of operating the Welcome Center exceeded its revenues by only \$100. Each boat averages 2 people spending \$150 per day – great revenue for the business district.
- Acting Mayor – Trustee Andrews reported having served as Acting Mayor during the Mayor's 11/4-11/14 absence.

- Trustee Valerie A. Ciciotti

- BI/CEO - Trustee Ciciotti thanked BI/CEO Miller for the update and action being taken regarding 59 Fair Street. As Village Board liaison to BI/CEO, she contacted the Blackburns' who are the neighbors to this property and whose son-in-law brought the matter to the Board's attention during public comment at the last meeting. She said they had a good conversation and they thanked her for providing a status update. Trustee Ciciotti said she believes conversation on this and other vacant/abandoned houses in the community continue and involve the Village Board. She said she plans to meet with BI/CEO Miller to collect information for discussion with the Village Board at a future work session.
- Housing Task Force – Trustee Ciciotti reported that the Chair of the Housing Task Force attended last month's Village Board work session and shared information concerning refuse collection. Upon suggestion of the Village Board, the Housing Task Force will continue with this matter and collect additional data and costs to present to the Village Board.
- Comprehensive Plan and Zoning Updates – Trustee Ciciotti reported that she continues to work with Trustee Kristansen and Deputy Clerk-Treasurer Linden on completing the steps required to be eligible to apply for a grant to fund these projects.
- Seymour Library – Trustee Ciciotti reported having attended the 11/7 Seymour Library After Hours event which showcased the ribbon cutting to the Local History Room. The event was attended by Senator Ort, who strongly supports the library, and was well attended by the community. A reminder – donations of needed items are welcome as there is a "Giving Tree" at the library for individuals to donate monetary amounts equal to individual items needed. The Library has a Facebook page that's very well done and a great way to check out events.

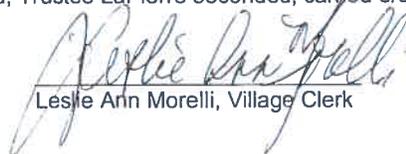
- Trustee Katherine J. Kristansen

- Brockport Merchants Association – Trustee Kristansen reported having attended the 11/4 BMA meeting at BeBe Mills. Discussion centered on 11/28's Small Business Saturday which is the Saturday after Thanksgiving, the scavenger hunt on 12/5 and the holiday parade on 12/6. The Lift Bridge Book Shop is sponsoring Cider Monday the Monday after Black Friday. Village Board members participating in Small Business Saturday are asked to let Intern Jack Merritt know as he is coordinating the visits.
- Brockport Food Shelf – Trustee Kristansen encouraged support for Brockport Food Shelf this holiday season and year round.

- Seymour Library – Trustee Kristansen reported having attended the 11/7 Seymour Library After Hours event which highlighted the official opening of the Local History Room. It was a great evening. On 11/8 she and Trustee Ciciotti assisted in the cleanup.
- Code Review Committee – Trustee Kristansen reported having attended the 11/16 CRC meeting. Discussion centered on the Signs chapter of the Brockport Village Code. The CRC hopes to complete work on that chapter in December.
- Trustee John D. LaPierre
 - Seymour Library – Trustee LaPierre reported having attended the Seymour Library After Hours event. Well done and well attended.

ADJOURNMENT:

→ At 9:04pm, Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the meeting be adjourned.



Leslie Ann Morelli, Village Clerk