

Special meeting of the Village Board of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, October 6, 2016 at 3pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Annette M. Crane, Trustee Katherine J. Kristansen, Trustee John D. LaPierre, Village Clerk Leslie Ann Morelli, DPW Superintendent Harry G. Donahue, Building Inspector/Code Enforcement Officer David J. Miller, Jr.

ALSO PRESENT:

This was a special meeting, not a regular meeting. No public comment.

- **CALL TO ORDER:**

- **ITEM FOR DISCUSSION:**

- Possible temporary clerical hiring to cover for a specified duration in the Department of Public Works and the Department of Building/Code Enforcement – Village Board discussion on filling the temporary vacancies of the regular DPW Clerk and the regular BI/CE/PB/ZBA Clerk were discussed.

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

**VILLAGE OF BROCKPORT
TEMPORARY EMPLOYMENT OPPORTUNITIES
PART TIME CLERICAL**

The Village of Brockport seeks 2 individuals to provide part time clerical assistance on a TEMPORARY basis – from late October to late December 2016.

- * Monday - Friday 15-20 hours per week in the Department of Public Works
- * Monday – Friday 15-20 hours per week in the Building/Code Enforcement Department

Education / 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 oriented, able to multi-task/prioritize, & be comfortable using Microsoft Office. No Civil Service test involved. Monroe County residency not required.

\$11 per hour. No benefits. These are temporary positions, but could lead to being called back in the future in a substitute capacity for a Village Department should the need arise.

Download employment application from www.brockportny.org. Respond by mail or e-mail only with 1) cover letter to include names, titles and contact information for 3 references, 2) résumé 3) completed employment application. E-mail to: lmorelli@brockportny.org or mail to: Village of Brockport Attention: Village Clerk 49 State Street Brockport, NY 14420. State in the cover letter the department you wish to be considered for or that either would be acceptable.

The Department Heads & their Village Board liaisons will review applications & reach out the afternoon/evening of 10/20 to those they wish to interview the morning of 10/21 so they can bring forth hiring recommendations for 10/24 Village Board action for the hires to start on or before 10/31. Light training on the necessary tasks to be handled in the absence of the permanent department clerks will be provided the first week of employment.

Application deadline: Noon, Thursday, 10/20/16

By order of the Village Board 10/6/16
Leslie Ann Morelli, Brockport Village Clerk

- Planning Board and Zoning Board of Appeals related work - Clerk Morelli respectfully requested the Village Board consider granting her additional vacation time (i.e. 1 week) as she is taking on the Planning Board and Zoning Board of Appeals related tasks (preparation, evening meetings, follow up work) in the BI/CE/PB/ZBA Clerk's 3 month absence.

Mayor Blackman said that would be taken under consideration.

- Filming request – Clerk Morelli shared that earlier this afternoon R.I.T. students Jenna Roscoe and Francesco D'Amada stopped in to speak with her after being referred by Lt. Cuzzupoli. They want an okay to film outside and in the lobby of the Brockport Police Department for an R.I.T. student film project this Sunday, 10/9/16 from approximately 7pm to 9pm. Clerk Morelli said they

indicated to her that there would be no impact on pedestrian or vehicle traffic, parking, or the ability for those needing to get into the Police Department. There would be an actress and a small crew. They provided the short script entitled Cleopatra written by Jenna Roscoe.

While this was an informal request on very short notice, Clerk Morelli said she told them the Village Board happened to have a 3pm special meeting scheduled, so at the conclusion of the item on the agenda, she would bring this up.

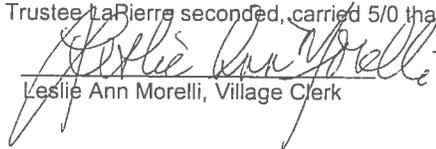
The Village Board discussed this informal request.

→ Trustee Kristansen moved, Trustee Andrews seconded, carried 5/0 noting the foul language in the script to NOT grant approval as they are NOT amenable to having Brockport Police Department appear in the film.

Clerk Morelli said she would relay this to the students and copy Chief Varrenti and Lt. Cuzzupoli. She will also suggest that if the students are unsuccessful in getting a Police Department or Law Enforcement Agency to allow use of their exterior and interior, maybe they could create an artistic backdrop of a fictional police department.

ADJOURNMENT:

→ At 3:22pm, Trustee Kristansen moved, Trustee LaRriere seconded, carried 5/0 that the meeting be adjourned.


Leslie Ann Morelli, Village Clerk