

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Conference Room, Municipal Building, 49 State Street, Brockport, New York, April 2, 2002 at 7:30pm.

PRESENT: Mayor Josephine C. Matela, Trustees Morton Wexler, James E. Whipple, Norman J. Knapp; and Peter C. DeToy, Acting DPW Superintendent Harry Donahue, Building/Zoning Officer Scott C. Zarnstorff, Police Chief Daniel P. Varrenti, Treasurer Scott D. Rightmyer, Clerk Leslie A. Morelli.

EXCUSED:

ALSO PRESENT: Attorney Edward W. Riley, Fire Chief Gregory B. Wing, Planning Board Chair Scott Winner, David Smith, John Bush, John Lessord, Fred Webster, Robert Webster, Stuart Dube, Joan Hamlin, Jim Hamlin, Bob Mosher, Christine Fien (Brockport Post), Robbie Hess (Suburban News).

CALL TO ORDER: The meeting was called to order by Mayor Matela. The Mayor led the meeting in the Pledge to the Flag.

REVIEW OF MEETING MINUTES: Mayor Matela called for any additions or corrections to the minutes of the regular meeting held March 18, 2002.

➔ Trustee Knapp moved, Trustee Wexler seconded, unanimously carried that the minutes of the meeting held March 18, 2002, be approved as written.

PUBLIC HEARINGS: None

PUBLIC INFORMATION MEETINGS: None

PUBLIC COMMENT (1st opportunity):

1. Stuart Dube of 340 Willowbrooke Drive asked if the Mayor and Trustees are committed to Affirmative Action and Equal Employment Opportunity policies. He asked if job opportunities, such as the one the Board is considering for Grant Writer would be posted and advertised. Mayor Matela responded that the Village is committed to diversity and abiding by all applicable laws including job posting and Civil Service requirements. Trustee Wexler stated for example that there is a Civil Service eligible list of 4 candidates for DPW Superintendent and the Village is obligated to consider those interested.
2. Brian Brady, President of SUNY Brockport Student Government (BSG) shared that Dr. Marion Schrank, Vice President for Student Affairs will be retiring and an extensive search process has been underway for several months to fill the position. The search committee is down to 3 finalists. He acknowledge Mayor Matela for being an active participant on this search committee. He commented that it has been nice to have such a Village presence on the College campus by means of meetings, WBSU radio station interviews, SUNY Cable television station interviews and such. He thanked Mayor Matela and the Board for the Village's devotion to SUNY College at Brockport. On a different note, B. Brady said he would welcome the opportunity to meet with Building/Zoning Officer Zarnstorff to discuss off-campus housing, certificates of occupancy and such. B. Brady also announced the re-opening of the Seymour Student Union on Wednesday at 4pm. Chancellor Bob King will be in attendance.

GUESTS: None

DEPARTMENT REPORTS:

- A. PUBLIC WORKS – Acting Superintendent Harry Donahue
 1. Spring Water Flushing – Acting Superintendent Donahue reviewed the water flushing schedule between 9am and 3pm Monday, April 15th through Wednesday, April 17th. This is a semi-annual event. It will be advertised in the Suburban News and Tri County.
 2. Spring Clean Up – Acting Superintendent Donahue reviewed the spring clean up guidelines scheduled for the week of April 22nd. It will be advertised in the Suburban News and Tri County.
 3. Niagara Mohawk – Acting Superintendent Donahue stated that a motion is necessary to approve the installation of one 150 watt high-pressure sodium fixture at Niagara Mohawk Pole No. 12 at Monroe Avenue and Utica Street. This was discussed with Former Superintendent Perrine at a prior meeting.

⇒ Trustee Knapp moved, Trustee Whipple seconded, unanimously carried authorizing and directing Niagara Mohawk Power Corporation to do the following work in the Village of Brockport, Street Light Account No. 67738-78109 (Entire / LD 0) to replace one 100-watt high-pressure sodium fixture with one 150-watt high pressure sodium fixture on Niagara Mohawk Pole No. 12 at Monroe Avenue and Utica Street.

4. BISCO Banners – Acting Superintendent Donahue shared that they are looking into utilizing Niagara Mohawk poles for brackets to secure the BISCO Arts Festival banners to.

B. POLICE / COMMUNICATIONS CENTER – Chief Daniel P. Varrenti

1. Budget – Chief Varrenti apologized for not being at the March 26th public information meeting on the budget. He had a previously scheduled out-of-town vacation. He said he will be in attendance at tomorrow's public hearing on the budget.

C. BUILDING / ZONING / CODE ENFORCEMENT - Scott C. Zarnstorff

1. 2002 Final Assessment Roll filed with Clerk – S. Zarnstorff reported that the Final Assessment Roll has been completed and verified and filed with the Village Clerk on March 28th. It may be examined in the Village Office during regular business hours until April 15th.
2. Accept Resignation of part-time secretary Sandy Prince – S. Zarnstorff reviewed the March 19th letter of resignation from Sandy Prince who had been employed since January 2nd.

⇒ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried accepting the resignation of Sandy Prince as part-time secretary to the Building Department, Planning Board and Zoning Board of Appeals.

3. Authorization to attend Spring Regional Local Government Workshop 5/10 – S. Zarnstorff asked for authorization to attend this one day annual conference in Mt. Morris. The cost is \$30.

⇒ Trustee Wexler moved, Trustee DeToy seconded, unanimously carried authorizing S. Zarnstorff's attendance at said conference.

4. Assessment Training 4/15 evening – S. Zarnstorff reported that he and available members of the Assessment Board of Review will be attending a free training session the evening of April 15th. Therefore, he will not be in attendance at the Village Board meeting.
5. NYC'ICC Training L. Vaughan 4/16-4/18 & S. Zarnstorff 4/23-4/25 – S. Zarnstorff reported that he and Assistant Building Inspector L. Vaughan will be attending the third and final part of the new code training. The new model code was approved March 6th and goes into effect July 3rd. He feels it is the right step for New York state.
6. Fire Prevention / Fire Safety Program – S. Zarnstorff said he is exploring opportunities with SUNY College at Brockport regarding fire prevention and fire safety programs. He will be interviewed by SUNY Cable News this week. Trustee Whipple suggested he work through the Fire Chief's Office on this. S. Zarnstorff said he would. Mayor Matela commended his initiative and "safety first" as a priority.

D. FIRE - Chief Gregory B. Wing

1. Membership Adds/Drops/Transfers – None
2. Quarterly Report – 426 fire calls year to date and 366 ambulance calls year to date.
3. Paid Part-time Ambulance Program – Chief Wing commented that the program began March 1st. Only four calls have had to go mutual aid due to equipment problems. Chief Wing passed around a copy of the dispatch jobs report. Peter Smith, who was hired by the Board is unable to accept the position due to shift changes at his full time job. Therefore, he submitted his resignation.

⇒ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried accepting the resignation of Peter Smith with regret.

Chief Wing said they interviewed a Paramedic to fill this spot and recommend the Board hire Rommel Kirchoff.

⇒ Trustee DeToy moved, Trustee Whipple seconded, unanimously carried hiring Rommel Kirchoff as a part-time paid ambulance personnel.

4. Grant Application – Chief Wing said that with the help of Stu Brown Associates, the Fire Department has submitted a grant application to assist with the expanding needs of the department.
5. Budget – Chief Wing apologized for not being able to attend the March 26th public information meeting on the budget. He indicated that he would be in attendance tomorrow night for the public hearing.
6. Swearing In / Donation Ceremony – Mayor Matela congratulated the Chiefs and officers on their swearing in earlier this evening as well as the \$5,000 donation from SUNY College at Brockport presented by President Yu.

7. Authorization to sell 3 vehicles by bid – Chief Wing asked for authorization to sell the following by bid.
 - A 1976 Ford F350 4x2 Pierce Aluminum Rescue Body 7.5L V8 with 25,569 miles
VIN F37MCC82467
 - A 1985 Ford F350 4x4 Pick Up Truck 7.5L V8 with 23,784 miles
VIN 2FTHF36L4FCA78013
 - A 1991 Ford Taurus Station Wagon 3.0L V6 with 62,705 miles
VIN 1FACP55U0MG201790

⇒ Trustee Whipple moved, Trustee Wexler seconded, unanimously carried authorizing that the Village advertise for bids on the three vehicles named above.

E. TREASURER - Scott D. Rightmyer (excused – working on budget)

F. CLERK - Leslie A. Morelli

1. May Newsletter – Clerk Morelli said six months has gone by and May is time for the next edition of the Village of Brockport newsletter. She asked that all Trustees, Department Heads and Board or Committee Chairs that would like to include something in the newsletter get it to her by May 1st. The newsletter will also be posted on the website.
2. Authorization for Betty Coopenberg to attend Workers' Compensation seminar 6/4 – Clerk Morelli asked for authorization to send Payroll/Personnel Clerk Betty Coopenberg to a one-day Workers' Compensation seminar on June 4th. The cost is \$209.

⇒ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried.

3. Parade / Procession Application – Clerk Morelli reviewed a procession application for Cystic Fibrosis for Sunday, May 19th from 11am to 2pm. Chief Varrenti commented that the application appeared fine but that this and any parade or procession or festival is not without a cost to the Village for Police coverage.

⇒ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried approving the procession license for Cystic Fibrosis on Sunday, May 19th from 11am to 2pm.

G. ATTORNEY – Edward W. Riley / DEPUTY ATTORNEY – Frank A. Aloï – No report.

SUPPORT BOARDS REPORTS:

A. PLANNING BOARD – Chair R. Scott Winner

1. Updates – Chair Winner shared that the application regarding 38 Merchants Street has been tabled until the question of ownership is cleared up. The foreclosure was supposed to be today. The ABC has an alcohol suspension on the premises until August 15, 2002. A developer has expressed interest and will make concept presentation to the Planning Board April 8th about developing the remaining Farash property on West Avenue between Willowbrooke Drive and Redman Road. This would be potentially 232 units – 225 single family homes and 7 commercial.
2. Suggested Code Amendment – Village Code Section 26 – Land Subdivision Regulations Article II and 26-3B.(6) - Chair Winner said the application regarding the remaining Farash property brought up a new issue. According to the Village Code and the Village's fee schedule, the application fees for this property as proposed would be \$11,700. This could be a stumbling block as it has been in the past with the development of this property. There have been a couple of "false starts" over the years about developing a large subdivision. Chair Winner proposes the Village Board consider amending the Code, neither to waive nor reduce the fee, but to change the process of levying the fee. Basically, for subdivisions of more than 70 units in size, instead of having the entire application fee due at time of application, break it into thirds at the three stages of Planning Board review: conceptual, preliminary, final. He distributed and reviewed the current and proposed language.

⇒ Trustee DeToy moved, Trustee Knapp seconded, unanimously carried calling for a public hearing at the next available Village Board meeting in which there is sufficient time to advertise.

B. LIBRARY BOARD – President Leslie Zink (absent)

C. ZONING BOARD OF APPEALS - Chair Richard L. Aldrich (absent)

VILLAGE BOARD REPORTS:

A. Vice Mayor Wexler

1. Fire Chiefs – Trustee Wexler congratulated the Fire Chiefs on their swearing in.

2. Budget – Trustee Wexler thanked the attendees of the 3/26 public information meeting on the budget and reminded everyone of the public hearing tomorrow at 7pm.
3. Spring plow damage repair – Trustee Wexler asked H. Donahue when the DPW would begin repairing damage along sidewalks from winter snow plowing. H. Donahue said they have already begun.

B. Trustee Whipple

1. Budget – Trustee Whipple also thanked the attendees of the 3/26 public information meeting and said the message he heard loud and clear was “go back to basics”.

C. Trustee Knapp

1. Budget – Trustee Knapp also thanked the attendees of the 3/26 public information meeting and hopes people take advantage of another opportunity tomorrow evening. He commented that there are some difficult decisions to be made.
2. Fire Department Memorial Monument – Trustee Knapp shared that the licensing agreement regarding the Village right of way and the proposed construction of the Fire Department memorial monument has been drawn up by Village Attorney Riley and is ready for signatures.

D. Trustee DeToy

1. Budget – Trustee DeToy said he echoes his colleagues and stated the importance of listening to the people. Village government is closest to the people. Unlike the New York State budget, he promised the Village budget will be done on time.

E. Mayor Matela

1. Construction Phase Services Proposal – Havenwood Meadows Section III – Mayor Matela reviewed the proposal for the Village Engineer, Chatfield Engineers, to provide inspection services for this new development at \$48 or \$65 per hour as usual and customary.

⇒ Trustee Whipple moved, Trustee DeToy seconded, unanimously carried authorizing the Mayor to sign the agreement that Chatfield Engineers provides inspection services related to Havenwood Meadows Section III.

2. Provisional Museum Charter – Mayor Matela asked for authorization for a one-time \$100 application fee to establish a provisional museum charter. The museum was never chartered, and did not need to be since it was run by a government. However, to move forward and have a connection with other museums and ultimately the Smithsonian Museum, chartering is necessary. She thanked Historian Emeritus Bill Andrews and Historian Jackie Morris for their assistance.

⇒ Trustee Knapp moved, Trustee DeToy seconded, unanimously carried authorizing \$100 application fee for a provisional museum charter.

3. Proclamation for retirement of SUNY Vice President for Student Affairs Marion Schrank – Mayor Matela shared that Dr. Marion Schrank, SUNY Vice President for Student Affairs is retiring and offered the following proclamation.

WHEREAS; Dr. Marion Schrank has served SUNY College at Brockport and the greater Brockport community for 30 years, most recently as Vice President for Student Affairs; and

WHEREAS; she has used her considerable administrative talents to foster good working relationships between the College and the Community through founding the Good Neighbor Committee; and

WHEREAS; she has played a significant role in the development of the Lakeside Health System as a member of the Executive Board of Directors (1989-93), and more recently as a member of the Lakeside “Building for the Next Generation” Capital Campaign;

NOW, THEREFORE, the Village of Brockport acknowledges the leadership, dedication and talent that Dr. Marion Schrank has invested in the Brockport community. Her executive abilities and leadership in meetings, willingness to listen to all points of view, and sensitivity to the opinions of others has been greatly appreciated. We congratulate her on a job well done and hereby offer our sincere thanks and best wishes for a rewarding retirement.

ADOPTED by unanimous vote of the Brockport Village Board on April 2, 2002.

IN WITNESS WHEREOF, I have here unto set my hand and caused the Corporate Seal of the Village of Brockport to be affixed this 2nd day of April 2002.

⇒ Trustee Wexler moved, Trustee DeToy seconded, unanimously carried authorizing the foregoing proclamation.

PUBLIC COMMENT (2nd opportunity):

1. Stuart Dube asked for confirmation that the Mayor said the position of Grant Writer would be advertised. Mayor Matela said yes.

AUDIT:

- ➔ Trustee DeToy moved, Trustee Wexler seconded, unanimously carried that the bills be allowed and paid upon audit.

Village

Date	Check #	Amount
4/2	165375-165407	14,293.99
4/2	165408	324.12
3/20	165347	15.00

Fire

4/2	165367-374	6,905.68
4/2	165354-366	2,426.47

Ambulance

4/2	165350-353	3,116.71
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Capital Projects

None

Third Party Billing

None

ADJOURNMENT:

- ➔ Trustee Wexler moved, Trustee Knapp seconded, unanimously carried that the meeting be adjourned at 8:30pm.

Leslie Ann Morelli, Village Clerk