

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Court Conference Room 49 State Street Brockport, New York, May 6, 2019 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Shawn Halquist, Village Clerk Leslie Ann Morelli

EXCUSED: Trustee Katherine J. Kristansen

ALSO PRESENT: Susan Smith, LuAnne Cenci, Jackie Smith, Joan Hamlin, Emma Chilson-Cline, Fred Webster

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

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."

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

GUESTS: none

PUBLIC HEARINGS: none

PUBLIC COMMENT: none

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Crane moved, Trustee Halquist seconded, Mayor Blackman abstained due to absence, carried 3/0/1 that the minutes of the 4/15/19 meeting be approved as written.

→ Trustee LaPierre moved, Trustee Crane seconded, carried 4/0 that the minutes of the 4/22/19 meeting be approved as written.

→ Trustee Halquist moved, Trustee LaPierre seconded, Trustee Crane abstained due to absence, carried 3/0/1 that the minutes of the 4/30/19 meeting be approved as amended as to Village Board attendees.

- **APPROVAL OF BILLS TO BE PAID:**

→ Trustee Crane moved, Trustee LaPierre seconded, carried 4/0 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>	4/25/19	\$60,796.32	
	4/29/19	\$42,515.99	
	5/3/19	\$17,073.06	
FUND (F): <u>Water</u>	4/25/19	\$2,401.88	
	4/29/19	\$5,200.00	
	5/3/19	\$341.40	
FUND (G): <u>Sewer</u>	4/25/19	\$465.91	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
		\$63,664.11	4/25/19 total
		\$47,715.99	4/29/19 total
		\$17,414.46	5/3/19 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- o Any further sidewalk café permit applications submitted for 2019 season (4/1-10/31) – none
- o United Way campaign results – Clerk Morelli referred to the results sheet in the packet and shared that the campaign has ended, and it resulted in 13 employees contributing a total of \$1,903. Thanks to those who participated. The response was again underwhelming, but United Way appreciates every dollar.

- Events Schedule – finalized – Clerk Morelli said as usual it took some chasing down of community groups to get their events submissions, but the events schedule is done and included in the packet, distributed to community groups, posted to the Village website, and copies made available at Village Hall, Welcome Center, Town Hall, Seymour Library, etc. She thanked Deputy Clerk-Treasurer Erica Linden for compiling the submissions into the schedule.

PERSONNEL ITEMS:

- LGRMIF grant records project with Town of Sweden –
 - Accept resignation of Sue Guglin effective 4/26 & Chelsea Finnerty effective 5/17 -

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 4/0 to accept the resignation of Part Time Temporary Clerks Sue Guglin effective 4/26/19 and Chelsea Finnerty effective 5/17/19.

- Accept hiring of Meghan Ameden effective 4/29 –

→ Trustee Crane moved, Trustee Halquist seconded, carried 4/0 to accept the hiring recommendation of Deputy Clerk-Treasurer Erica Linden and Town Clerk Karen Sweeting and hire Meghan Ameden.

Hire letter language follows:

Congratulations! Brockport Village Deputy Clerk-Treasurer Erica Linden and Sweden Town Clerk Karen Sweeting recommended your hiring and you began on April 29th. To make it official, at a meeting of the Village of Brockport Board of Trustees held May 6th you were appointed as Temporary Part Time Clerk to carry out a shared services LGRMIF records project of the Village of Brockport and Town of Sweden.

This is a temporary part time position with project completion deadline of June 14th as the grant funds must be expended by June 30th. The pay rate is \$15.00 per hour. No benefits. Timesheets are due to Village Hall by 10am the Monday morning after the pay period ends.

You have already completed your personnel paperwork. Please simply sign this offer letter and return it to Village Clerk Leslie Morelli to include in your file.

We look forward to your efforts.

- Welcome Center – accept drops from Greeter roster –

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 4/0 to drop as Greeters per their request: Jim and Charlene Whipple, James and Susan Melton, Charlie Garlock, Jim Hosford, Norm Knapp.

→ Trustee LaPierre moved, Trustee Crane seconded, carried 4/0 to drop as Greeters per request of Director having received no response to recent communications to attend an information session and updated training noting that most were not active in 2018 and some of the correspondence was returned as undeliverable: Deb Adams, Mary Alkins, Art Appleby, Donald Baker, Linda Bender, George & Carol Bott, Dawn Bovenzi, Sandra Cain, Sarah Cedeno, Douglas & Catherine Chesnut, Sara Cook, Susan Edmunds, Tina Eibl, Donna Evans, Rich & Joan Fenton, Melany Fleming, Barbara Ford, Chris Gonzalez, Connie Graves, Linda Hall, Carol Hannan, Harts – Richard, Sarah, Jasmine, Madeleine, Vander, Pamela Hasen, Mary Hicks, Patty Kutz, Anne Macpherson, Bryan Maxwell, Bonnie McGrath, Kathy McLaughlin, Brian McNamara, Christine Maxfield, Gerrit Mora, Doheon Ok, Eric Richards, Jamie Spiller, Darlene Toole, David & Marianne Virgilio.

- Applications for DPW Summer Laborers, Village Hall Part Time Clerk, Boards/Committees vacancies – due by Noon, 5/7/19 for action at 5/20/19 meeting.

OLD or NEW BUSINESS:

- Comprehensive Plan Project Advisory Committee – 5/8/19 5-7pm open house re part of the plan – Mayor Blackman referred to the reminder notice included in the packet and advertised in Suburban News and on the Village website.
- Not on agenda or included in packet – Welcome Center – keyless lock system – Trustee LaPierre explained that the current key system at the Welcome Center is inefficient and insecure. He distributed a quote for \$8,627.82 from the vendor that upgraded the other Village buildings to a key fob system. Trustee LaPierre said he had spoken with Treasurer Hendricks who recommended it be done in the current fiscal year. No other quotes are needed as this is on state bid. Adding the Welcome Center to the current system controlled at DPW would be ideal. It allows access only to the areas allowed by the user – Advisory Board, Greeters, Boaters. Access can be de-activated if a key fob is not returned. Director Susan Smith said

they would be on a wristband indicating it as property of the Village of Brockport and where to return it.

→ Trustee LaPierre moved, Mayor Blackman seconded, carried 4/0 to accept the quote for \$8,627.82 for the Welcome Center key fob system to come from a current fiscal year budget line or contingency as deemed appropriate by Treasurer Hendricks.

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
 - Mayor Blackman provided the following report:

We will be putting in for 2 CFA grants this next round. Grants are due July 27. One will be for Corbett Park, the other for improvements at the Welcome Center to include a performance pavilion, amphitheater seating on the hillside, and pollinator gardens the planning for which is already underway. Several of the stakeholders met on site with our grant writers on April 16th.

I had the good fortune to be involved in two events promoting civic engagement for young women, the first at Scholars Day at the College on April 10 (as an aside I followed that with a ride along with the Police to see how the other half who does not attend scholars day spends this no-classes day). The second civic engagement event was "First Amendment, First Vote," an all-day affair in Rochester for 25 high school girls from Brockport, Victor and Rush-Henrietta. Four elected officials and one business woman met in roundtable discussions with the girls. They asked thoughtful and engaging questions and I especially enjoyed the exchange.

The following day was Arbor Day at which we always partner with the college in the planting of trees in the Village. We had about 30 volunteers including the 4th-5th grade Green Team, and we planted 15 crabapple trees along the south side of Holley Street in just over an hour. A few days later I was asked, rather accusingly, by someone, why we planted crabapples on Holley Street noting that they had messy fruit. These are ornamental crabapples which have either very tiny fruit or none at all. They have a long blooming period, are important pollinators, and are tough trees planted on a street where they might be subject to tough treatment late at night.

April 30 was the special meeting of the Village Board, Clarkson and Sweden Town Boards and Library Board to receive the results of the study financed by the municipalities and conducted by Bonadio. I think everyone came away from that meeting hopeful for the library's future. We all have work to do. There's no May workshop, so we may want to consider a special meeting to address the issues raised in that report that affect the municipalities. The report is posted on our website as is the video of the meeting. Mayor Blackman will canvas the Trustees as to available dates and times and notice will be done.

Last week I also met with Dan Burgett, the engineer for the embankment restoration. You can read all about it in the upcoming issue of the Village Newsletter which should be in your hands with next weekend's delivery of the Suburban News. I spoke yesterday with Nick Schwartz, landscape architect working with the Canal Corp on the embankment restoration. He is currently meeting with homeowners who have been pleasant and understanding. Everyone seems in favor of plantings at the top of the canal which would be arbor vitae, juniper and red twig dogwood (all bush size). Plantings at the toe would intrude halfway into some yards. Plantings will be July to October.

The week ended with Singing for the Trees, a music fundraiser at St. Lukes for tree planting, followed by the very well organized and interesting Night at the Museums which I hope becomes an annual event. Yesterday, Canal Clean Sweep, organized by Erica Linden. Trustees Crane and Halquist joined me as we walked the canal path to Corbett Park, picking up trash. Happily, there was not a lot of trash.

LBHW, our Canal Opening festival, runs from Thursday the 16th through Saturday the 18th. It opens with a slide talk at the Morgan Manning on lift bridges on the Erie Canal, followed by the annual Craft Beer Festival put on by Stoneyard on Friday. It concludes with Saturday's family centered events at the canal front.

- Trustee/Deputy Mayor John D. LaPierre
 - Trustee LaPierre shared the following:
 - 4/26/19 – attended the Arbor Day planting
 - 4/30/19 – attended the special meeting – presentation by Bonadio on their report of the Seymour Library
 - 5/1/19 – met re the Welcome Center
 - 5/3/19 & 5/6/19 – met with DPW Spt.
- Trustee Annette M. Crane
 - Trustee Crane provided the following report:

I was out of town for a week, so I don't have a lot to report.

Before leaving town, I stopped by the Police Department to see the new carpeting and paint, and to turn in a house check form. The carpeting and paint are a great improvement. I would encourage anyone leaving town for a while to fill out the house check form with the police. It is a wonderful service they provide and makes for a less worrisome trip.

I missed the joint meeting about the Seymour Library while I was out of town, but Deputy Clerk-Treasurer Erica Linden emailed the presentation to me the next morning, so I have studied the report, and have since watched the video. I look forward to further discussion on the library

On May 3rd, I attended First Fridays at the College.

On May 4th I attended the "Sing for the Trees" concert, which was a fundraiser by our Tree Board. I then took part in the "Night at the Museums" and toured The Emily Knapp Museum, The Capen Hose fire museum and the Sweden Farmer's Museum. I am particularly impressed by the Street of Shops at the Emily Knapp Museum.

And, on Sunday, May 6th, I participated in the Canal Clean Sweep.

- Trustee Shawn Halquist
 - Trustee Halquist shared the following:
 - 4/18/19 – attended the Historic Preservation Board meeting – plans are well underway for the 6/9/19 Historic Homes Tour
 - 4/24/19 – was unable to attend the E.L.K. Museum Board meeting as he had tickets to the musical Hamilton at RBTL
 - 5/5/19 – participated in canal clean up
- Trustee Katherine J. Kristansen (excused)

EXECUTIVE SESSION: none

ADJOURNMENT:

→ At 7:34pm, Trustee Crane moved, Trustee LaPierre seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk