

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, October 21, 2019 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee Annette M. Crane, Trustee Shawn Halquist, Trustee Katherine J. Kristansen, Village Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, Police Chief Mark T. Cuzzupoli, Building Inspector /Code Enforcement Officer Chad H. Fabry

EXCUSED: Trustee/Deputy Mayor John D. LaPierre, Public Works Superintendent Harry G. Donahue, Attorney Daniel J. Mastrella

ALSO PRESENT: Village Historian William G. Andrews, Susan Smith, Joan Hamlin, Jackie Smith, Ampimach Michael, Arman Ahmed, Christine Boamah-Mensah, Stevie Rudaz, Sean Dowdell

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

BROCKPORT HISTORICAL MOMENT: Village Historian William G. Andrews

Henry Selden, who lived in Clarkson from 1830 until 1859, is best known as Susan B. Anthony's attorney when she was arrested for voting in 1872. It is also well known that he and his running mate were the first Republicans elected to statewide office in the United States in 1856, as New York's governor and lieutenant governor. He was also well known as an associate judge on New York's highest court. What is not widely known is that he was a pioneer in the development of the telegraph industry.

Selden got into the telegraphy act very early when either he or his brother, Samuel, the record is unclear, persuaded Hiram Sibley to arrange for Congress to finance construction of Samuel Morse's first cross-country telegraph line, from Washington to Baltimore.

Once Morse had invented the telegraph, though, he was not involved very much in creating the telegraph industry. He turned that over to his business manager, Amos Kendall. The main thrust of Kendall's efforts, also, was not to create a telegraph network himself. Rather, he licensed entrepreneurs to build and operate the telegraph lines.

Perhaps the largest and most successful of those licensees was a group of Rochester-based men organized by Henry O'Reilly. Henry and Samuel Selden were key members of that group. Although O'Reilly was undoubtedly the driving force in the group. Henry Selden was the President of the first and largest of the O'Reilly companies and was its largest investor and its legal counsel. Perhaps even more important, he lent the prestige of his great reputation for integrity to the enterprise.

During the period 1846-1849, the early years of the telegraph industry, the Rochester group built nearly 8,000 miles of telegraph lines, more than any other company. They wove a network of lines connecting most of the major cities of the east, from Boston to New Orleans. Later, in 1866, they defeated Morse's efforts to acquire a monopoly on the telegraph industry by securing enactment by Congress of a National Telegraph law that outlawed such a monopoly. Also, Selden was O'Reilly's "Earliest Counselor...in triumphantly resisting the attempts of Morse Patentees to violate their 'Contract' with me...in the 'First Telegraphic Lawsuit.'"

Samuel Selden said of O'Reilly, that "Without your early perception of [the] practicability & importance [of telegraphy], & your indomitable energy in fighting on & on in spite of the discouragements, the American Telegraph would doubtless have languished many more years than it did, before the public became aware of its value or believed in it as a paying instrument." And O'Reilly said of Selden that, "in the infancy of Telegraphing...you aided me in commencing the first Telegraph Lines that electrically connected the different sections of the United States."

In another contribution to the development of the telegraph industry, Selden recruited Hiram Sibley to acquire some patents not controlled by Morse and Kendall and to organize with Selden and others the New York & Mississippi Valley Printing Telegraph Co. That company merged with one controlled by Ezra Cornell to form the Western Union Telegraph Co. Selden was its chief counsel and a director of the company.

In 1853, The United States Supreme Court held that O'Reilly had infringed on Morse's patents and virtually ruined him. However, Taney's opinion also denied Morse's claim that his patents enabled him to control all telecommunications technologies, which in effect, permitted, much later, the development of modern email, fax machines and text messages.

In 1865, Western Union undertook a project to lay a telegraph line from northwestern United States across British Columbia, Alaska, and Siberia to Europe. The Seldens were heavily invested in that venture. Henry was one of fifteen directors. It failed disastrously for the investors, when Cyrus W Field succeeded in laying a telegraph cable across the Atlantic in 1866. So, Selden's long involvement in the development of the telegraph industry ended badly for him.

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
PUBLIC HEARINGS: none
GUESTS: none
PUBLIC COMMENT: none

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Kristansen moved, Trustee Halquist seconded, Mayor Blackman abstained due to absence, carried 3/0/1 that the minutes of the 10/7/19 meeting be approved as amended.

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

→ Trustee Halquist moved, Trustee Kristansen 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>	10/11/19	\$162,427.78	
FUND (F): <u>Water</u>	10/11/19	\$70,298.88	
FUND (G): <u>Sewer</u>	10/11/19	\$191.39	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust & Agency</u>	-	-	
			\$232,918.05 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- Village tax collection update – Clerk Morelli shared that 97% of the tax warrant has been collected. There remain 62 parcels to pay. Of those, 56 in full plus late penalty and 6 2nd installment plus late penalty. Delinquent notices were mailed 9/13/19 and 10/3/19. Collection ends 10/31. Then the unpaid taxes and penalties get surrendered to Monroe County for relevy onto the January Town/County tax bills. The tax surrender will be on the 11/4/19 Village Board meeting agenda.

- Employee Handbook update – receipt acknowledgements – Clerk Morelli shared that she provided the Mayor with a report which indicated that 2 non-union, 5 CSEA (DPW) union and 7 Stetson Club (Police) union persons failed to sign and return the acknowledgement. She suggested Mayor Blackman reach out to the 2 non-union persons. She shared that some union employees are reluctant to do so as they go by their Collective Bargaining Agreement and additionally the Police go by their General Orders. However, she is not privy to the General Orders. The Employee Handbook contains not just Village policies but those that keep the Village in compliance with State and Federal policies. The Employee Handbook receipt acknowledgement states in part: "I have read and understand these policies. If there is a conflict between the collective bargaining agreement and this handbook, the provisions of the collective bargaining agreement are controlling for unionized employees." Clerk Morelli said in conversation with Chief Cuzzupoli, she is not pursuing the remaining acknowledgements and would leave that to the Mayor if deemed appropriate.

Discussion ensued as to Chief Cuzzupoli, as time allows, reviewing the Employee Handbook as it relates to the General Orders.

- Training re Sexual Harassment – completion report – Clerk Morelli shared that she provided the Mayor with a report which indicated that 1 person failed to take the training. She suggested Mayor Blackman reach out to the person and indicate a willingness to accept proof of having taken training through the person's other employer.

Clerk Morelli also shared that she heard from HR Works that they are transitioning to a new LMS provider with greater functionality with regards to automated emailing and training reminders, an easy-to-navigate user interface, and the required NY State harassment training to keep clients compliant. All trainings in the new LMS are licensed through Skillsoft, a leading provider of high-quality, engaging

training content. The transition to their new LMS vendor does not impact the LMS pricing in the existing contract with HR Works. Any potential pricing changes will be discussed at time of renewal.

Clerk Morelli said they shared that in addition to the workplace harassment training, they are now able to offer a full catalog of online training topics for compliance and professional development through their new LMS. There is a list of courses in their course catalog. They call attention to the Workplace Safety and Cybersecurity trainings. If the Board is interested in learning more about additional courses, please let her know so she can contact them for details and pricing.

- Medicare Creditable Coverage notices – Clerk Morelli referred to the document in the packet and shared that this is an annual notice required to be sent to Medicare retirees by October 14th each year.

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

- Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 9/30/19 – report included in the packet.
 - Recommendation to adopt Capital Assets Policy – Treasurer Hendricks said upon recommendation of the external auditors for a policy and the depreciation of assets, he reviewed sample policies they provided to him and is working on getting asset values together. The infrastructure values are the challenge.

→ Trustee Crane moved, Trustee Kristansen seconded, carried 4/0 to adopt the following Capital Assets Policy.

Capital Assets Policy
Adopted by Village Board 10/21/19

Purpose

The purpose of this policy is to establish general principles for the management of Village-owned capital assets. The policy establishes procedures to be followed in the recording and disposition of these assets. Procedures to be followed when purchasing capital assets can be found in the Procurement Policy.

Types of Capital Assets

Capital assets are items that have a useful life of at least 2 years and a value of: \$5,000 or more. All land will be capitalized. They are permanent in nature, tangible, and held for purposes other than investment or resale. Capital assets addressed in this policy are equipment, buildings, building improvements, land, and infrastructure assets.

- Equipment is either moveable or fixed. Moveable equipment is not permanently affixed to or part of a building. Some moveable equipment consists of more than one component, such as a computer, monitor, keyboard, etc. The entire unit should be recorded as a single asset. Fixed equipment is permanently affixed to a building but is separate from the building itself. Examples are wall-to-wall carpeting, built-in cabinets, and water fountains.
- Buildings and building improvements can include equipment items that are installed as an essential part of the structure, such as plumbing; electrical, heating and cooling systems; elevators; and boilers. Building improvements add function or significantly extend the useful life of the structure. Costs that do not meet this requirement should be expensed as repairs and maintenance.
- Infrastructure assets include water and sewer lines, streets, bridges, sidewalks and parking lots. Sidewalk and parking lots that are ancillary to a building will be considered part of the building. Improvements that add function or significantly extend the useful life of the structure should be capitalized. Costs that do not meet this requirement should be expensed as repairs and maintenance.

Assets that are accounted for under a grant or contract must comply with all contractual obligations set forth in the agreement.

Capital Asset Valuation

The value of the asset should include the purchase price, transportation costs, installation costs, value received from a trade-in, and any other direct expenses incurred by the Village in obtaining the asset. Assets that are donated to the Village should be valued at the fair market value of the asset on the date of donation.

Assets purchased under a capital lease must be valued at the current market value and should not include any interest. Items acquired with an operating lease are not considered capital assets. The

expense is considered rent. A lease is a capital lease if any of the following conditions exist:

1. Ownership transfers to the Village at the end of the lease.
2. The lease contains a bargain purchase option.
3. The lease period is at least 75% of its useful life.
4. The present value of the lease payments is at least 90% of fair market value.

Depreciation

Depreciation will be calculated using the straight-line method over the estimated useful life of the asset, assuming a zero-salvage value. Useful life for equipment and infrastructure will be in accordance with the State of New York Office of the State Comptrollers Local Government Management Guide. Useful life for Vehicles is established as follows: Automobiles and small trucks, 6 - year useful life. Large vehicles, Dump trucks, sweepers, backhoe's, etc., 20-year useful life.

Conducting Physical Inventories

A physical inventory of all moveable equipment should be conducted every 2 years. The purpose of a physical inventory is to verify the existence and condition of equipment and ensure the accuracy of the Village's accounting records. The basis for the inventory reports is the capital assets system maintained by the Treasurer. All dispositions and transfers between departments should be communicated to Treasurer throughout the year to maintain accuracy of these records. The physical inventory process will reveal discrepancies between recorded data and physical assets and provide an opportunity to make corrections.

The Treasurer will supply current equipment inventory listings to the departments. During the inspection of equipment, note items found and not on the list, items appearing on the inventory list that have since been disposed of, (include disposition date and method of disposal), any corrections regarding location, description, status, condition, etc.

The inventory listing must be signed by the department's supervisor and returned with the list to the Treasurer.

Dispositions

When a department no longer has a need for an item of equipment, it must be surplus by the Board of Trustees passing a resolution. Departments are not authorized to give Village equipment items to private individuals or organizations. Surplus equipment can be offered for sale to the general public. Prior to disposing of computer equipment, all information or software specific to, or the property of the Village should be removed from the equipment.

- Recommendation to add NYCLASS as an official depository for investment of Village funds – Treasurer Hendricks referred to this memo in the packet. He said NYCLASS is a cooperative investment pool in existence since 1998 with 1,000 clients in NY state, no risk as they only invest in government securities, and no date like CD's as you put in monies and take out monies when needed without penalty. The current return averages 2% which may seem low but is higher than other options.

To: Mayor Blackman
Village Trustees

From: Daniel P. Hendricks

Date: October 17, 2019

Re: Official Depository - NYCLASS

I would like to add NYCLASS as an official depository for investment of Village Funds. New York Cooperative Liquid Assets Securities System (NYCLASS) is a short-term, highly liquid investment fund, designed specifically for the public sector. NYCLASS provides the opportunity to invest funds on a cooperative basis in short-term investments that are carefully chosen to yield favorable returns while striving to provide maximum safety and liquidity.

The NYCLASS interest rates are very competitive, when compared to Certificate of Deposit (CD's) Rates currently averaging slightly above 2.00%, and in addition, funds invested with NYCLASS are liquid and available immediately, unlike CD's which have a specific maturity date, usually from 6 months up to one year.

Participation is available to any municipal corporation or special-purpose district empowered under New York state statute including counties not within the City of New York, cities, towns, villages, school districts, boards of cooperative educational services, and fire districts. Also eligible are county or town improvement districts where the respective county or town is required to pledge its faith and credit for the district's debt service.

NYCLASS invests funds only in securities that are legal for public funds investment in the state of New York. As detailed by the NYCLASS Investment Policy, the portfolio is comprised primarily by obligations of the United States government, repurchase agreements collateralized at 102% by U.S. Treasury, agency securities backed by the full faith and credit of the United States government, and collateralized bank deposits.

Attached is the resolution to join NYCLASS.

Please contact me if you have any questions.

Cc: Leslie Morelli

→ Trustee Kristansen moved, Trustee Halquist seconded, carried 4/0 to adopt the following municipal cooperation resolution:

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-0) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Village of Brockport wishes to invest portions of its available investments funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

WHEREAS the Village of Brockport wishes to assure the safety and liquidity of its funds;

Now, therefore, it is hereby resolved as follows:

That Daniel P. Hendricks, Treasurer is hereby authorized to execute and deliver the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019 in the name of and on behalf of the Village of Brockport.

- NYCOM conference report –

To: Mayor Blackman

From: Daniel P. Hendricks

Date: October 16, 2019

Re: NYCOM Fall Training School for City and Village Officials

The following is a report on sessions attended at the NYCOM Fall Training School held in Saratoga Springs. I attended sessions from Monday, September 16, 2019 through Thursday, September 19, 2019:

Monday, September 16, 2019

The Bucks Stops Here, Why Ethics Matter – presented by John Mancini, NYCOM Counsel. The presenters discussed issues that can arise at municipalities related to ethics. Discussion centered on soliciting of gifts and issues associated with fund raising.

Tales from the Field: City and Village Audits – presented by Jay Phillips, Associate Examiner from OSC. Discussion included performing a Risk Assessment, OSC findings from audits across the state, fraud continues to be a problem. Jay reviewed the stress report issued by OSC, Jay stated that the OSC believes these reports have resulted in improving overall financial conditions there are still many municipalities that are underfunded.

Tuesday, September 17, 2019

Better Than the Rest: Understanding are using the Competitive Bid Process in Municipal Purchasing - presented by Karen Storm, purchasing agent for Albany County. Karen presented a variety of information regarding purchasing, including the use of cooperative bids, various web sites to use. Legal issues regarding bidding, including advertising, dates, opening of bids, etc...

Fraud Prevention and Detection – presented by Thomas Plowinske from OSC. Reviewed were issues associated with preventing fraud, recognizing the causes of fraud. The fraud triangle was discussed, this is basically a breakdown of what occurs in a fraud case: Includes, Opportunity, Incentive, then Rationalization. Discussed the need to monitor internal controls, boards role regarding monitoring financial records. Specifically discussed was the need for Boards to receive regular financial reports.

From Facility to Faucet: Everything You Need to Know About Administering Public Water and Sewer Systems – Barbara Van Epps, NYCOM Deputy Executive and Rebecca Ruscito, NYCOM Counsel presented. Discussed a variety of items including use of water and sewer funds between funds. Also discussed were improvements in technology including meters that provide cellular readings up to four times per day via a cellular service.

Improving the Effectiveness of Claims Processing – Laird Petrie from OSC was the presenter. He discussed legal requirements, the need for audit of claims. He also explained that a Village can establish the position of Village Auditor to perform the claims audit function in place of the trustees doing so.

Wednesday, September 18, 2019

The Public Purse: The State Constitution Prohibition Against Gifts and Loans of Taxpayers Funds – Richard Sinnott, NYCOM Counsel. This session discussed uses of local revenues, property and equipment. In addition, solicitation and use of donations was discussed.

The Latest from GASB – Christopher Healy CPA was the presenter. The Governmental Accounting Standards Boards (GASB) has issued new pronouncements, 76 – 91. This session discussed several of them and which ones may require additional reporting by municipalities. These new GASB pronouncements will be implemented over the next several years and include Retirement Obligations, Leases for copiers, vehicles, etc., Debt Disclosures and a variety of topics.

Health Insurance trends, Tips and Tricks: Making Your Health Insurance Plan Work for You and Your Employees – Tom Augostini and Rebecca Perkins, Benefit Consultants discussed various cost options for different health plans that can help control health costs. Specifically discussed were high deductible plans like the plan recently implemented at the Village.

Thursday, September 19, 2019

Negotiating a Collective Bargaining Agreement in Tough Financial Times – Elaine Gold, Attorney reviewed several concepts regarding negotiations, remaining positive, working collaboratively, etc.

Capital Planning and Budgeting – Dan Acquilano, from OSC discussed the process for Capital Planning and how to incorporate into the Annual Budget process.

Overall the conference, in my opinion, was excellent. The speakers are well prepared and have topics that are pertinent for municipalities. In addition to attending the above I met with several vendors to discuss various products including our Badger Water Meter representative who demonstrated a cellular add on to our meters. I met with several software vendors regarding financial systems for municipalities, banks and investment companies etc...

Please let me know if you have any questions.

- Information on Internet sales tax rebate to cover AIM funding – Treasurer Hendricks shared that villages will continue to receive what is being referred to as an "AIM-related payment, from NY State" which will be paid out of county sales tax revenues that are intercepted by the State Comptroller, as now mandated by State law. The AIM Payment amount for the Village, will be the same as received for the past several years, \$110,171. The Governor has projected that counties will be collecting additional Sales Tax Revenues due to Internet Sales Taxes recently implemented in NY State, therefore the AIM Aid paid to municipalities will be deducted by NY State, from the County Share of Sales Taxes collected. Overall the Village estimates that its total aid received from Sales Taxes and AIM Aid will be at least equal to or will slightly exceed the budget estimates.

- Building / Zoning / Code Enforcement – BI/CEO Chad H. Fabry
 - BI/CEO Fabry shared the following:
 - Inspections – has been doing commercial and residential inspections
 - Permits – is working on closing out some expired or expiring permits
 - RRR's – only a handful of Residential Rental Registrations are delinquent and follow up is in progress
 - Scanning project – department's large maps and plans are being collated and organized for the large format scanning project funded through an LGRMIF grant
- Police – Police Chief Mark T. Cuzzupoli
 - Chief Cuzzupoli shared the following:
 - Tunnel to Towers 5K – he and 4 other PD members and K-9 Brock participated in uniform with equipment – Event organizer Michelle Myers did a great job as did MC Larry Vaughan
 - Gates to Recovery – Brockport location's leadership, location and schedule is changing and effective immediately they will no longer be using the Court/Conference room the 1st Tuesday evening of each month – the organization is re-working the leadership and schedule and relocating to St. Luke's Church
 - NYS Accreditation – reported on the 3-day full reassessment for re-accreditation visit by assessors on October 8th-10th – Lead Assessor was Patrick G. Weidel who is Chief Deputy at Niagara County Sheriff's Office and the other 2 assessors were Martin Ferguson who is Lieutenant at Onondaga County Sheriff's Office and Thomas Kilcullen who is Chief at SUNY Geneseo Police. He shared that 110 standards had to be met – extensive review of policies and procedures and supporting documentation – numerous interviews with employees. Lt. Mesiti served as accreditation manager, Officer Cave was extremely helpful as were all at BPD. He expressed thanks for continuing support of the Village Board and DPW Spt. Donahue regarding the building improvements. He shared that Trustee Kristansen sat in on the final interview. After the review they voted unanimously to recommend re-accreditation which will likely be to the DCJS Council in December. Below is his October 10th email to the Village Board and Police Department:

It was a very good morning as the NYS Assessment team (3) met with us at 10:30 to give a verbal report and a unanimous recommendation for re-accreditation. 109 Standards are in full compliance! Thank you to Trustee Kristiansen who attended the meeting. As Trustee Kristiansen will verify, the Assessment Team had nothing but positive, impressive things to say about the operations of the Brockport Police Department.

I can provide more details at the next Village Board Meeting.

I sincerely appreciate the Village Board support with everything we do at the BPD. The building improvements alone in a short period of time impressed the assessors. You allow us to do our jobs and have our backs when needed.

Everyone played a role in this accomplishment but Lt. Mesiti, Officer Cave and Bambie Zimmerman need to be recognized as major players in our success. Also, "The Property Brothers" (Officer Korn and Catlin under Sgt. Wheat's leadership) have the property room in the best shape I have ever seen. The property room is a major part of the accreditation process.

Officer Cave, under Lt Mesiti's supervision, spent many hours to make the entire process easy by making everything available by computer. The Assessors were extremely impressed by this and the attention to detail. He truly deserves a pat on the back and huge thank you.

I will stop here but to summarize, three NYS Accreditation Assessors walked out this morning very impressed with the entire police department.

I am very proud of our entire team!!!

- Public Works – Superintendent Harry G. Donahue (excused – at NYCOM)
- Village Attorney – Daniel J. Mastrella, Esq. (excused)

PERSONNEL ITEMS:

- Code Review Committee – accept resignation of John O'Kane –

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 4/0 to accept with regret the resignation of John O'Kane from the Code Review Committee with thanks for his service.

- **OLD or NEW BUSINESS:** none

VILLAGE BOARD REPORTS:

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

Sept 17 Naturalization Ceremony—I was invited to give the Welcoming remarks at the annual Naturalization Ceremony for new citizens held annually at the college. It is an impressive ceremony, this time with 102 new citizens from 43 different countries. It was a welcome reminder of the rich diversity of America.

Sept 19 was the first town/gown meeting of the year, held at the Sweden Town lodge. Also met re solar MOU same day with library and FD. Everyone seems to be on the same page, and the library board at last week's meeting gave the go ahead for the director to sign the agreement. I am following up with the fire district.

Sept 27—Spectrum scholarship award to scholar athlete at the half time at the Brockport High School football game. I was particularly happy to do so as the scholar athlete, John Ellison, is the captain of the football team, a member of the track team, and a trombone player in the high school band with a 90 GPA. Perhaps most significantly, he is an Urban/Suburban student

Out of town October 1-12

October 14—ribbon cutting at Barry St park for Zip Krooz, a community build project. Mary Trimble, a student at Fred Hill school, had presented her idea for this piece of equipment to the parks committee who followed up on it, and she cut the ribbon at the celebration. Following that we sent her a letter from the mayor along with a certificate of Achievement.

October 16—the three municipal leaders held a productive meeting with library. We received the library's responses to the Bonadio Report and ironed out the financial responsibilities of the library and the municipalities. As soon as we have that document in final form it will be submitted to the attorneys for each municipality and the library for approval.

That evening I attended the public meeting at the Middle School re the Main Street bridge closure in 2022 put on by the DOT. I learned that they will likely not put a stoplight in on the Smith Street bridge noting that traffic lights slow down traffic and that accident reports or lack thereof don't show the need. Secondly, we will have a choice of the current green or black for our bridge color. Thirdly, the Park Avenue bridge tonnage will be upgraded before the bridge outage.

October 17—I participated in the Diversity Conference at the college which included a mayoral panel with Mayor Lovely Warren from the City of Rochester, moderated by Dr. Cephas Archie, the college's chief diversity officer.

Oct 17 Mayor's dinner in Fairport. Chris Fish, Program Director for 911 spoke about upcoming new technology changes to 911 targeted for December 2019. This includes a GIS based map application which allows for more accurate routing and is being incorporated into the Monroe County GIS mapping applications. Public Safety Radio System migration from an analog system to a trunked system is also underway. It was explained that Police departments are getting such at no charge, but Fire departments/districts will share in the cost.

October 19 Citizen pruning workshop, put on by Lori Brokelbank of Davey Resource Group. This was something provided for us as part of a 2019 DEC Urban Forestry grant. 10 people mostly from tree board and parks committee, along with Trustee Kristansen and husband Mark, learned how to prune small trees with an eye towards assisting DPW in a voluntary capacity. A second workshop is tentatively planned for Arbor Day 2020.

- Trustee/Deputy Mayor John D. LaPierre (excused)
- Trustee Annette M. Crane
 - Trustee Crane provided the following report:

On Wednesday, October 16th, I attended the public information meeting about the planned Main Street canal bridge reconstruction. The DOT and Canal Corp provided a lot of information and answered questions. I also asked about a traffic light at the Smith Street Bridge. We will need to coordinate and plan with all other organizations involved and effected by the repairs.

I would like to remind everyone that this year is the first year we have early voting in NYS. Early voting starts October 26th and goes through November 3rd. There are seven early voting locations in Monroe County, and you can vote at any of one of them. The nearest early voting site to Brockport is the Ogden Town Hall. If you choose to wait until Election Day itself, you will need to go to your regular polling

place.

- Trustee Shawn Halquist
 - Trustee Halquist said he had nothing to report.
- Trustee Katherine J. Kristansen
 - Trustee Kristansen provided the following report:

October 10th...I had the honor of attending the final interview of the NYS Accreditation process for the Brockport Police Department. Congratulations to the entire department for being recommended for re-accreditation...excellent!!

October 14th...I attended and took pictures of the Barry Street Zip line dedication and official opening. Thank you to all who worked to make this a reality.

October 15th...I met with the Erie Canal/Welcome Center Pollinator committee. Discussion centered on finishing the last of the four Native Plant gardens at the Welcome Center, future plans and design of an educational brochure for the group to share with others. One of the future plans is the committee's desire to host an open house for the gardens in the Spring...something to think about!!

October 16th...I attended the Main Street Canal Bridge Open House where displays were shown describing the project and various key players of the project were present to answer questions and address concerns. The timeline is right now scheduled for Summer 2022 through 2023. There will be more meetings for the public to attend before the project starts. Communication seems to be very transparent and the DOT staff welcomes continual input from the community. My suggestion is that the BMA and representatives from the village board visit with both Spencerport and Fairport to discuss their experience with this project as it is going on in their respective villages currently.

In the evening I attended the Library board meeting as their liaison. The library board is very encouraged after meeting with the municipal leaders this past week in what they labeled as a very productive meeting. With the understanding that the library board will now be reporting to the three municipal boards at a public meeting once per month in the same manner that other departments report and will be meeting with the three municipal leaders on a regular basis, I suggest that the position of Liaison to the library board be discontinued as it has become a duplication of effort. Procedure has changed at the library board meetings regarding liaison participation and responsibility...liaisons are invited to view...not participate, clarify, etc. at all in discussion. There have been instances where we have been asked to not talk or ask questions during pertinent discussions. There is a place on the agenda for municipal liaisons to speak...unfortunately that is after all the business of the meeting has ended...no sense in making a comment, asking a question or offering clarification at that point. It has been made known to the three liaisons as well that the library board is "torn" regarding our liaison positions. Given all this...I respectfully request that the library liaison position from the village be discontinued as of today.

Oct. 19th...I attended a very informative and useful workshop on pruning trees hosted by the village for community residents. The class was a combination of schooling and practicing techniques of pruning small trees. It was very useful and informative. Hopefully a few of us will be able to spend some time together pruning trees in need of some TLC in the village.

The hanging baskets, the eight Main Street flowerpots and the one flowerpot at the Welcome Center have been removed and are at Sara's for storage until next Spring. Thank you to our waterers Mark and Linda Ketchum and Mark Kristansen for taking such wonderful care of the hanging baskets this summer. Thank you DPW for taking care of getting the pots and baskets removed and over to Sara's. The five pots at the BPD will remain for a few more weeks and then most likely be emptied and covered for the winter. I will check with DPW to get their opinion of leaving them on site for the winter.

Remember "Midnite Madness" is this Friday evening with the parade through the business district starting at 6 PM, with the Haunted House at the fire department on Market Street and a special treat at St. Luke's.

→ Trustee Kristansen moved, Mayor Blackman seconded, carried 4/0 to discontinue the Village Board liaison to the Seymour Library position be eliminated effective immediately.

The Mayor and Town of Sweden Supervisor and Town of Clarkson Supervisor serve as municipal leadership.

**VILLAGE OF BROCKPORT
VILLAGE BOARD LIAISONS
TO DEPARTMENTS / AREAS / BOARDS / COMMITTEES / OUTSIDE ENTITIES
Amended by Village Board 10/21/19**

Mayor Blackman, Trustee/Deputy Mayor LaPierre, Trustees Crane, Halquist, Kristansen

Personnel / Human Resources	Blackman
Budget & Finance	Blackman
Town/Gown Relations (SUNY College at Brockport)	Blackman & Halquist
Intergovernmental Relations (including Seymour Library) (Towns of Sweden & Clarkson)	Blackman
Brockport Central School District	Halquist
Village Court	Blackman
Police Department	LaPierre & Kristansen
Building / Zoning / Code Enforcement Planning Board Zoning Board of Appeals Code Review Committee	Crane & Kristansen
Department of Public Works Parks Committee	LaPierre & Crane
History Historic Preservation Board Emily L. Knapp Museum & Library of Local History Board Brockport Community Museum	Halquist Halquist Halquist
Economic Development Farmers Market Welcome Center Management Committee BMA (Brockport Merchants Association) GBCoC (Greater Brockport Chamber of Commerce) BISCO (Brockport Integrated Service & Community Org) GBDC (Greater Brockport Development Corporation)	Crane LaPierre Kristansen Kristansen Kristansen Kristansen _____ - if GBDC wants
Tree Board	Blackman
Housing Task Force	Crane
Climate Smart Community / Clean Energy Community Task Force	Kristansen
Comprehensive Plan Project Advisory Committee	Kristansen
Walk Bike Brockport Action Group	Kristansen
Village Gardener / Beautification	Kristansen

EXECUTIVE SESSION: none

ADJOURNMENT:

→ At 8:05pm, Trustee Kristansen moved, Trustee Crane seconded, carried 4/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk