

## VILLAGE OF BROCKPORT

“To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport’s unique heritage and historic character.”

### VILLAGE BOARD - MEETING MINUTES

Monday, April 6, 2020 7:00pm

**Location:** Zoom teleconferencing, per New York State Executive Order 202.1 the open meeting law has been suspended until April 11, 2020. A recording will be available after the meeting. Members of the public may listen to the meeting via telephone. To do so, dial +1 (646) 558-8656. Meeting ID: 599 771 929  
Questions and comments will be taken via email: [mblackman@brockportny.org](mailto:mblackman@brockportny.org)

**PRESENT VIA ZOOM:** Mayor Margaret Blackman, Deputy Mayor John LaPierre, Trustee Katherine Kristansen, Trustee Annette Crane, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Treasurer Daniel Hendricks, Chief Mark Cuzzupoli, Superintendent Harry Donahue, Bernie LoBracco, Karen LoBracco

- **CALL TO ORDER:** The meeting was called to order at 7:03 pm.
  - **MOMENT OF SILENCE:** to honor those who serve our Country, enforce our laws, & respond to emergencies
  - **PUBLIC HEARINGS:** Budget Hearing, power point presentation by Treasurer Dan Hendricks
- Mayor Blackman moved, Trust Crane seconded, to adjourn the regular meeting at 7:08 pm and go into the budget hearing. Motion carried 5-0.
- Trustee Kristansen moved, Trustee Halquist seconded, to adjourn the budget hearing at 7:30 pm and go into the regular meeting. Motion carried 5-0.
- **PUBLIC COMMENT:** Comments and questions will be accepted via email and can be sent during the board meeting to [mblackman@brockportny.org](mailto:mblackman@brockportny.org)
  - **CONSENSUS ITEMS:**
    - Approval of minutes – 3/16/20 & 3/23/20
- Trustee Halquist moved, Trustee Crane seconded, to approve the 3/16/20 & 3/23/20 minutes. Motion carried 5-0.
- Approval of bills to be paid

#### A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	03/16/20	\$105,133.96
	03/29/20	\$ 19,197.44
FUND (F): <u>Water</u>	03/16/20	\$ 56,620.01
	03/29/20	\$ 3,695.63
FUND (G): <u>Sewer</u>	03/16/20	\$ 187.58
	03/29/20	\$ 552.99
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust &amp; Agency</u>	-	-
		\$161,941.55 03/16/20 total
		\$ 23,446.06 03/29/20 total

- Trustee Kristansen moved, Deputy Mayor LaPierre seconded, to approve the Bills Abstract - 03/16/2020 and 03/29/2020. Motion carried 5-0.
- **CLERK/MANAGER REPORT:**
    - Clerk/Manager – Received the Monroe County tax payment for \$73,000 covering delinquent property taxes and penalties for the 2019 collection.
  - **TREASURER REPORT:**
    - Treasurer –
  - **PERSONNEL ITEMS:**
    - Retirement of Village Clerk Leslie Morelli – Leslie has been on family medical leave since March 31, 2020. Leslie will be retiring effective May 31, 2020.

- Appointment of Erica Linden as Village Clerk/Manager – At the Village Board workshop on 3/23/20 the Village Board appointed Erica Linden to the Clerk/Manager position to begin on April 1, 2020. The position of Village Manager is in compliance with the 2019 Village of Brockport Comprehensive Plan. Having a full-time manager provides the village with continuity and stability.
- **OLD or NEW BUSINESS:**
  - Village Response to COVID-19 / Mayor’s Letter – The Mayor’s wrote a letter to the community published in the Westside News this past weekend. New information is coming daily. Updates can now be found on a dedicated page on the Village website. The letter details the Village of Brockport operations during the epidemic.
- **VILLAGE BOARD ANNOUNCEMENTS:**
  - Cancellations and Suspensions
    - Village Board Reports – have been suspended from reading into the record. They will be submitted to be on record with the minutes.
    - Arbor Day – April 24<sup>th</sup> Community tree planting event is canceled. The trees have been ordered and will be planted on Holley St & Corbett Park
    - Low Bridge, High Water – planned for April 30<sup>th</sup> is suspended.
    - June Village of Brockport Elections – scheduled for June 16<sup>th</sup> for 2 Trustee positions. Petitioning has been suspended. More information is expected to come.
  - Governor’s press conference today extended the “pause”, which had been in effect until April 15<sup>th</sup> has been extended April 29<sup>th</sup>. This is the pause that all non-essential businesses statewide must close in-office personnel functions effective at 8PM on Sunday, March 22, and temporarily bans all non-essential gatherings of individuals of any size for any reason.
  - Foodlink Distribution – April 10<sup>th</sup>, 10 am – 2 pm, at Oliver Middle School – preregistration is necessary. Anticipating handing out 400 boxes of food.
  - Brockport Merchants Association is still planning to have their Street Market event in July. BISCO is still planning to have the Arts Festival in August. However, they are watching things carefully and more information is to come.
  - Volunteers are needed to help water the Hanging Baskets that will go up on Main St around Memorial Day. Please contact [kkristansen@brockportny.org](mailto:kkristansen@brockportny.org)
- **ADJOURNMENT**
  - Trustee Kristansen moved, Trustee Crane seconded, to adjourn the regular meeting at 7:44 pm. Motion carried 5-0.

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Erica Linden, Village Manager

**Upcoming Village Board meetings through May:**

- ❖ Village Board meeting: 7pm Monday, 4/20 (with Treasurer, Department Heads, Attorney)
- ❖ Village Board work session: 7pm Monday, 4/27
- ❖ Village Board meeting: 7pm Monday, 5/4
- ❖ Village Board meeting: 7pm Monday, 5/18 (with Treasurer, Department Heads, Attorney)
- ❖ Village Hall closed: Friday, 5/22 & Monday, 5/25 for holiday