

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, November 27, 2012 at 7:00pm.

PRESENT: Mayor M. Connie Castañeda, Trustee William G. Andrews, Trustee Margaret B. Blackman, Trustee Kent R. Blair, Trustee Carol L. Hannan, Clerk Leslie A. Morelli, Treasurer Daniel P. Hendricks, Building/Zoning/Codes Officer Scott C. Zarnstorff, Police Chief Daniel P. Varrenti, Superintendent Harry G. Donahue, Attorney Robert S. Leni, Esq.

ALSO PRESENT: Joan Hamlin, Kristina Gabalski, Pam Ketchum, Linda Ketchum, Mary Jo Nayman, Fred Webster, Norm Giancursio

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

MOMENT OF SILENCE: to honor those that 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.”

PUBLIC HEARINGS:

- Proposed Local Law of 2012 – to establish real property tax exemption for non-residential property upon conversion to mixed-use property

→ Trustee Blair moved, Trustee Andrews seconded, carried 5/0 to close the regular meeting and open the public hearing at 7:02pm.

The following notice was published in the Village’s official paper (Suburban News), and posted on the Village’s official website and at Village Hall.

VILLAGE OF BROCKPORT
Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Tuesday, November 27, 2012**, in the Brockport Village Hall Conference Room, 49 State Street, Brockport, New York 14420 with the A.D. Oliver Middle School L.G.I. at 40 Allen Street as a backup location only should the Village Hall Conference Room exceed maximum occupancy to consider proposed Local Law of 2012 as follows:

- To establish real property tax exemption for non-residential property upon conversion to mixed-use property

Text of proposed local laws will be posted to the Village website at www.brockportny.org and may be examined at Village Hall during regular business hours. All interested parties will be given the opportunity to speak for or against this proposed legislation.

By Order of the Brockport Village Board

Leslie Ann Morelli
Village Clerk
Village of Brockport

Public comment:

Joan Hamlin of Park Avenue – questioned the meaning of the 2nd line of Section 2.
Village Attorney Leni replied ad valorem means anything based on value.

Joan Hamlin of Park Avenue – questioned the meaning of the Assessor definition of Section 3.
Village Attorney Leni replied that this means the Town of Sweden Assessor and the Board of Assessment Review.

Joan Hamlin asked if this exemption offering is just for the Village limits.
Village Attorney Leni replied yes.

→ Trustee Hannan moved, Trustee Blackman seconded, carried 5/0 to close the public hearing and re-open the regular meeting at 7:05pm.

Attorney Leni shared that this is a Type II action per SEQRA and not subject to further review.

→ Trustee Andrews moved, Trustee Blair seconded, carried 5/0 to adopt Local Law #4 of 2012 to establish real property tax exemption for non-residential property upon conversion to mixed-use property as follows:

A Local Law To Establish Real Property Tax Exemption For Non-Residential Property Upon Conversion To Mixed-Use Property

Be it enacted by the Board of Trustees of the Village of Brockport as follows:

Section 1. Legislative Intent.

The intent of this legislation is to encourage the conversion of non-residential real property to mixed-use property in order to expand and promote downtown residential uses, improve the quality of such property, and to preserve and expand the tax base of the Village of Brockport.

Section 2. Statutory authority.

Pursuant to and in exercise of the authority granted by and under § 485-a of the Real Property Tax Law, the partial exemption from taxation and special ad valorem levies established therein is hereby made applicable to and shall be extended by the Village of Brockport.

Section 3. Definitions.

In addition to adoption of the corresponding terms as defined in Real Property Tax Law § 485-a, the following words, terms or phrases shall have meanings ascribed to them as indicated hereinbelow:

ASSESSOR – The Assessor and the joint and several members of the Board of Tax Assessors of the Town of Sweden.

ORDINARY MAINTENANCE AND REPAIRS – Those routine activities or undertakings designed and intended to keep up and sustain, or prevent the deterioration or breakdown of, the original condition, function, integrity or appearance of a non-residential building and/or its component parts or systems.

Section 4. Application of statutory provisions; limitations thereon.

A. The partial exemption from taxation and special ad valorem levies established in and under RPTL § 485-a shall be granted and applied in and by the Village of Brockport in accordance with the provisions, conditions, and limitations set forth thereunder, and also subject to the following condition and limitation:

(1) In the event that a mixed-use property granted such an exemption either ceases to be used primarily for mixed-use purposes or shall be used or occupied in any manner which violates applicable sanitary, health, building or fire or zoning or other land use codes, or in the event that title to such property is subsequently transferred to other than the heirs or distributees of the owner(s) granted the exemption, then in any of such events the exemption granted hereunder shall cease.

B. Unless the requirements pursuant to RPTL § 485-a, or as set forth herein, do not continue to be met, whenever any partial exemption shall be granted and applied pursuant to RPTL § 485-a and the provisions of this local law, such an exemption shall not be reduced or repealed or otherwise impaired by any subsequent amendment to or repeal of this local law but shall continue until the expiration of the period for which it was originally so granted.

Section 5. Severability.

If a court determines that any clause, sentence, paragraph, subdivision or part of this local law or the application thereof to any person, individual, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part of this local law or in its application to the person, individual, firm or corporation, or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 6. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

Mayor Castañeda commented that tax exemptions reduce tax revenues, but she believes there is only one property to take advantage of this exemption.

Trustee Blackman asked for clarification.

Trustee Andrews said it doesn't reduce tax revenues much.

Mayor Castañeda said the exempt portion on this is for several years.

Trustee Andrews said per New York State Real Property Tax Law it is for 12 years.

Exemptions such as this encourage development and increase revenues.

PUBLIC COMMENT: None

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Andrews moved, Trustee Blair seconded, carried 5/0 that the minutes of the 11/13/12 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Blair moved, Trustee Blackman seconded, carried 5/0 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>	11/21/12	\$10,789.39
	11/27/12	\$29,205.48
FUND (F): <u>Water</u>	11/21/12	\$111,641.78
FUND (G): <u>Sewer</u>	-	-
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>(Trust & Agency)</u>	-	-
		\$151,636.65 grand total

CLERK REPORT:

- Clerk – Leslie Ann Morelli
 - Local Laws 2 & 3 of 2012 – Clerk Morelli reported that she received today confirmation from New York State Department of State as to the receipt of the filing of Local Laws 2 & 3 of 2012.
 - Fire District Elections – Clerk Morelli reported that she received and posted notice of the December 11th Fire District Elections from 6-9pm at Brockport Exempts. Those running for Commissioner: James Sauberan, Charles Sanford, Debra Finkle, Jarl Boyst, Laurence Vaughan. These are the same individuals currently serving in that capacity.

- **DEPARTMENT REPORTS:** (Treasurer & Department Heads are in attendance the 4th Tuesday of each month)

- Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 9/30/12 – Treasurer Hendricks referred to the reports included in the packet. All seems to be on track. He hasn't seen any surprises. By doing budget transfers and budget amendments it keeps all aligned.
 - Budget Transfers & Budget Amendments – Treasurer Hendricks reviewed the items included in the packet.

→ Trustee Hannan moved, Trustee Blackman seconded, carried 5/0 to authorize the following budget transfers:

Account #	From	Account #	To	Amount	Explanation of Transfer
A1010.4000	Trustees-Contractual	A1010.4090	Trustees-Misc.	\$200	Sign lettering (1)
A1210.4000	Mayor-Contractual	A1210.4090	Mayor-Misc.	\$55	Business cards (2)
A1325.4090	Clerk/Treas-Misc.	A1325.4000	Clerk/Treas Cont	\$300	Billing Svc-Titan (3)
A1990.4000	Contingency	A1440.4020	Engineering	\$2,500	Engineering Svc (4)
A1990.4000	Contingency	A1450.4020	Elections-leg not	\$400	Legal Notices (5)
A1990.4000	Contingency	A1620.4070	Telephone	\$150	Telephone (6)
A3120.4130	Police-Computer Supplies	A3120.2051	Police-Comp Software	\$790	Purch of software (7)
A1990.4000	Contingency	A3120.4140	Police-Medical/Psych	\$650	Psych evals (8)
A1990.4000	Contingency	A3310.4010	Traffic Control Signal	\$500	Traffic Control Sig (9)
A7510.4000	Total-Contractual	A7520.4010	Publication notices	\$200	Legal Notices (10)
A1990.4000	Contingency	A8010.4300	Zoning Publications	\$50	Legal Notices (11)

- (1) Transfer to pay for sign repairs.
- (2) Transfer to pay for business cards – funds budget in a central code.
- (3) Transfer to pay for billing of insurance – funds budget in a central code.
- (4) Transfer to pay for engineering services – insufficient account balance.
- (5) Transfer to pay for legal notices – insufficient account balance.
- (6) Transfer to pay for telephone expense – insufficient account balance.
- (7) Transfer to pay for software – funds in computer supplies budget
- (8) Transfer to pay for police psychological evaluations – insufficient account balance.
- (9) Transfer to pay for traffic control signal light – insufficient account balance.
- (10) Transfer to pay for legal notices – funds budget in a central code.
- (11) Transfer to pay for Zoning legal notices – insufficient account balance.

Trustee Blair questioned the engineering line. Treasurer Hendricks said Clark Patterson Lee, the architectural consultant selected for a project through a grant was charged to it, but once the grant reimburses it will be a wash.

Trustee Blair asked if the psychological evaluations were for the new police recruits. Treasurer Hendricks said yes. Chief Varrenti concurred.

→ Mayor Castañeda moved, Trustee Blair seconded, carried 5/0 to authorize the following budget amendments:

Account	Description	Amount
A7140.2020	Parks/Playground Equipment	\$3,200 (1)
A7140.4010	Parks/Playground Repairs	\$900 (2)
A7140.4020	Parks/Playground Maintenance	\$3,000 (3)
A7140.4030	Parks/Playground Gardening	\$350 (4)
A7140.4090	Parks/Playground Miscellaneous	\$425 (5)

- 1) Increase GF budget to reflect funds from sale of mower, new mower is leased.
- 2) Increase GF budget to reflect funds from sale of mower, new mower is leased.
- 3) Increase GF budget to reflect funds received for purchase of swings.
- 4) Increase GF budget to reflect funds received for purchase of trees – Tree Fund.
- 5) Increase GF budget to reflect funds received for purchase of mulch – Tree Fund.

Treasurer Hendricks referred to the revenues coming in. These would be a wash.

- Proposed 6/1/13-5/31/14 Budget Schedule – Clerk Morelli said she drafted a budget preparation schedule that includes a slightly earlier start and putting the knowns such as payroll and benefits at the beginning per the Board’s previous suggestion. This was confirmed with Treasurer Hendricks.

Trustee Blair asked Treasurer Hendricks if he planned to stay through the entire budget process as two past Treasurers departed during the budget process. Treasurer Hendricks said he has no plans to leave.

→ Trustee Blair moved, Trustee Hannan seconded, carried 5/0 to adopt the following 6/1/13-5/31/14 budget preparation schedule:

**Village of Brockport
Fiscal Year 6/1/13 – 5/31/14
Budget Preparation Calendar
Adopted by Village Board 11/27/12**

Thursday, 1/10/13	Treasurer to notify Department Heads (via memo w/ templates & discussion at Department Heads meeting) of the necessity for expense estimates
Tuesday, 1/22/13	Treasurer to provide “knowns” per contracts & rates: employees payroll & benefits / retirees benefits
Thursday, 1/24/13	Department Heads to submit expense estimates to Treasurer
Tuesday, 2/5/13	Village Board workshop w/ Treasurer & Department Heads - discuss department budget estimates

Tuesday, 2/26/13	Village Board meeting – update public on progress
Tuesday, 3/5/13	Village Board workshop w/ Treasurer – discuss & make revisions to budget estimates
Wednesday, 3/20/13	Treasurer to file tentative budget with Clerk
Tuesday, 3/26/13	Village Board meeting – update public on progress – Treasurer to present tentative budget to Village Board & Department Heads
Wednesday, 3/27/13 for 4/1/13 edition	Clerk to publish notice of public hearing on tentative budget
Tuesday, 4/2/13	Village Board workshop w/ Treasurer– discuss & make revisions to tentative budget
Tuesday, 4/9/13	Treasurer to present budget to public - public hearing on preliminary budget (Middle School L.G.I.)
Tuesday, 4/23/13	Village Board meeting – adopt budget (must be done by May 1 st)

- o Building / Zoning / Code Enforcement – Codes Officer Scott C. Zarnstorff

- Building/Codes/Fire Marshal software options & recommendation – S. Zarnstorff referred to the research that went into and report compiling such in the packet as to software. He and his Clerk Krahe recommend and request Board approval to accept the proposal of Williamson Law Book Company. He commended Clerk Krahe for her efforts with this. He said although new software has been desired, it hadn't been requested until the Board seemed amenable to such recently. He said it was not budgeted for this fiscal year, but the vendor is willing to spread over two fiscal years. There is unused money in the line for a part time Building Inspector since that position has not yet been filled.

Trustee Blair noted that the report indicates the vendor is unsure they can transfer data from the current program. S. Zarnstorff said that is correct and they did not quote for such. However, the current program can be used as an archive. The information will still be available if needed. K. Blair asked if the old data could be entered manually. S. Zarnstorff said he and part time Clerk Krahe would not pursue such as it would not be time or cost efficient. They are happy to start fresh with the new software and utilize the old as an archive. It can still be accessed as needed.

Trustee Blackman mentioned having forwarded an e-mail from a vendor to S. Zarnstorff late today having reviewed the report and recommendation in the packet. They have addressed several things and are willing to cut their price. S. Zarnstorff said he and P. Krahe stand by their recommendation. He was not interested in last minute deals.

Trustee Blair questioned the cost per computer. S. Zarnstorff clarified.

→ Trustee Blair moved, Trustee Hannan seconded, carried 5/0 to approve and authorize the Mayor to sign the Williamson Law Book Company, Inc. proposal for building and code enforcement software program with cost of program ½ payable upon installation with annual support, training and mileage fees and the other ½ due June 2013.

- o Police – Police Chief Daniel P. Varrenti

- Happy Holidays – Chief Varrenti wished all Happy Holidays and mentioned having sent out an e-mail invitation for an open house 12/1 in which all who love Brockport are welcome.

- Financial Status – Chief Varrenti thanked Kristina Gabalski of Suburban News for taking his suggestion and writing an article about the Village having worked through fiscal distress and being in a positive financial position. He clarified that pension and retirement costs are one in the

same, not two different things. While former part time Treasurer Lovejoy was credited with helping the Village

MINUTES OF VILLAGE BOARD MEETING HELD November 27, 2012 continued.....page 6

work through tough times, and she took on negotiating a lease for copiers for the locations in an effort to align the bills and get better pricing, the one at the Police Department costs them much more than the past. He said he would be willing to work with Treasurer Hendricks to see if there is a way to get the copier costs down on this long lease.

Clerk Morelli commented that the article implied that there was a time that bills were being paid late. She said she wished to clarify that while the Village was in fiscal distress, bills were paid on time.

- Grant Writer – Chief Varrenti mentioned having met with the new Grant Writers as did each Department Head. He provided them with immediate, annual, short term and long term needs. While he does not favor elimination, he does favor consolidation where it makes sense. One of his suggestions was the consolidation of all Village departments into one location. Rather than having Village Hall at one location, DPW at another location and Police Department at another location, they could be housed in one place so that all Village services are under one roof. After 9/11 there were a lot of homeland security monies available and this had been an idea.

- Authorize purchase of 2 new police vehicles - Chief Varrenti reminded of the 9/1 motor vehicle accident that totaled the 2011 police car. Insurance monies have been received. They will separately submit to the insurance for reimbursement of transfer of equipment costs. Chief Varrenti reminded of the 10/29 motor vehicle accident. Insurance has determined that it is totaled. Insurance monies will be forthcoming. There are currently only 3 marked police cars left in the fleet. Two of them have over 80,000 miles on them. The other has 37,000 miles on it. The unmarked vehicle has over 102,000 miles on it. He referred to his replacement rationale and recommendation.

Chief Varrenti referred to the Village's deductibles information Clerk Morelli forwarded and suggested the Village might be able to save money if it raised the deductibles. He said the listing he saw shows more police vehicles than they currently have. Clerk Morelli indicated she would forward his feedback to the Insurance Broker. She and the Broker work on the renewal in spring for the next fiscal year.

Trustee Blair reminded the Board that during last budget prep the Board was going to budget for 2 police vehicles, but did one instead to give the Chief time to determine the best model. There is money in contingency that can be used.

Chief Varrenti said he had been undecided on models since the Ford Crown Victoria police interceptor is no longer being manufactured. Unfortunately, he no longer has the luxury of waiting.

→ Trustee Blair moved, Trustee Hannan seconded, carried 5/0 to approve the purchase of a 2013 Ford Sedan Police Interceptor AWD at a cost of \$23,982 off of State Contract #PC65855 Lot #3 item #8 for \$22,717.00 with \$17,090.50 having already come from insurance recovery and \$6,891.50 to come from contingency.

→ Trustee Blair moved, Trustee Hannan seconded, carried 5/0 to approve the purchase of a 2013 Ford Utility Police Interceptor AWD SUV at a cost of \$25,820.80 off of State Contract #PC65855 Lot #3 item #10 for \$24,611.00 with ~\$9,293 to come from insurance recovery and ~\$16,527.80 to come from contingency.

Mayor Castañeda said that's about \$23,000 coming from contingency.

Chief Varrenti said that's basically picking up 2 vehicles for the price of one.

- Review of Quarterly Report – Chief Varrenti referred to the 3rd quarter report included in the packet. There were 4,015 calls for service – 367 vehicle and traffic, 77 criminal and violation, 125 village ordinance, 13 bench warrants totaling 582 arrests for the quarter. There were 33 motor vehicle accidents. There were 12 assists to other agencies.

Trustee Blair asked about a recent incident on Spring Street. Chief Varrenti said a suspect has been identified. It is an ongoing investigation.

- Public Works – Superintendent Harry G. Donahue
 - Happy Holidays

- Barry Street Water Main Replacement – DPW Superintendent Donahue referred to the engineering services proposal on the agenda later this evening. He would recommend it be approved. He reminded the Board that this is covered under the CDBG grant.

- Smith Street Bridge – DPW Superintendent Donahue referred to the winter closure or not on the agenda later this evening. He would recommend it remain open.

MINUTES OF VILLAGE BOARD MEETING HELD November 27, 2012 continued.....page 7

- Proposed MOU with Brockport Fire District – DPW Superintendent Donahue referred to the proposed MOU on the agenda later this evening. He said he is okay with it if the Board approves it. He reminded the Board that dumping snow in the canal is no longer permitted.

- Kenyon Street - DPW Superintendent Donahue shared that he received and turned over to Village Attorney Leni a packet from SUNY regarding Kenyon Street. Attorney Leni said he expects it to be standard and that it will be subject to a PILOT agreement of \$1,500 per year.

At 7:50pm, Mayor Castañeda excused the Treasurer and Department Heads. Chief Varrenti stayed.

- **PERSONNEL ITEMS:**

- Accept Resignation – Matt Sauers from Code Review Committee effective 9/1/12

→ Trustee Blair moved, Trustee Blackman seconded, carried 5/0 to accept the resignation of Matt Sauers from the Code Review Committee effective 9/1/12 with regrets and thanks for his service.

- Accept Resignation – Amy Sheffield as Crossing Guard –

→ Trustee Hannan moved, Trustee Blackman seconded, carried 5/0 to accept the resignation of Amy Sheffield as part time School Traffic Guard effective immediately with thanks for her service.

- Re-hire – Bonnie McArthur as Crossing Guard effective 1/1/13 –

→ Trustee Blackman moved, Trustee Hannan seconded, carried 5/0 to re-hire Bonnie McArthur as part time School Traffic Guard effective January 1st at \$9.95/hour.

- Building Inspector Part Time – update from search committee – Mayor Castañeda shared that the 10 applications have been reviewed by the search committee. The other members recommended 3 finalists to interview. As soon as possible, she will review that recommendation and possibly add 2 more. She is considering 12/6 or 12/13 as possible interview dates. She will advise as soon as possible.

- **OLD BUSINESS:**

- Smith Street Bridge – 2012-2013 winter closure – to close or not – It had been the previous suggestion of NYS DOT that if the Village were to close the Smith Street Bridge during the winter months it may prolong the life of the Bridge and need for repairs and maintenance. Trustee Blackman said she was of the opinion that anything to prolong its useful life would be beneficial now that the Village owns the bridge and is responsible for its upkeep. However, she learned that the bridge lasted almost 100 years with little maintenance other than washing every 3 years and painting and rust touch ups every 15 or so years. She said if DPW were to wash it annually after each winter to get the salt off it would help.

→ Trustee Blackman moved to not close the Smith Street Bridge in winter on the condition that DPW wash down the bridge annually after the salting of roads is done.

Mayor Castañeda said a motion to NOT close the Smith Street Bridge in the winter is not necessary. A motion would be necessary only if it were proposed to close it. Mayor Castañeda said DPW Superintendent Donahue will be directed as to annual washing of the bridge – to work it into DPW's regular work schedule each spring.

- **NEW BUSINESS:**

- Approve & authorize Mayor to sign Engineering Services Proposal – Barry Street Water Main replacement –

→ Trustee Blair moved, Trustee Andrews seconded, carried 5/0 to approve and authorize the Mayor to sign the Barry Street Water Main Replacement Engineering Services Proposal – a cost of \$7,012 to be reimbursed through the CDBG grant.

- Consideration of proposed MOU from Brockport Fire District re vehicle & facilities use & snowplowing –

→ Trustee Blair moved, Trustee Blackman seconded to approve and authorize the Mayor to sign the MOU with the Brockport Fire District re vehicle and facilities use and snowplowing.

Discussion:

Trustee Blair said this is one of the most absurd MOU's he's ever read. It is 9 pages and seems to
MINUTES OF VILLAGE BOARD MEETING HELD November 27, 2012 continued.....page 8

imply a trade of that the Village snowplow the 3 properties now owned by the Brockport Fire District for the occasional use of a van and a meeting room. He said to his knowledge in his 3 and a half years, the FD van has been used twice and the basement of the Market Street fire hall hasn't been used at all.

Trustee Andrews said it has a lot of stipulations and time notices for use of the van or meeting room – reserving 30 days in advance.

Trustee Blair said he can't believe the FD paid their attorney to draw this up. He asked Village Attorney Leni what his role was in this MOU and how much time the Village can expect to be billed.

Attorney Leni said he made numerous revisions and the use of the Market Street fire hall basement for occasional training and as the Village's Emergency Operations Center was mentioned in a conversation with Clerk Morelli. He had her reach out to the Village's insurance broker as to coverage.

Trustee Blair said the 12 parking spaces in the Market Street lot were retained for municipal parking but it was not contingent on the Village plowing. There is no municipal parking at the other 2 fire halls within the Village. Trustee Blair commented that the Fire District apparently did not make plans for snow plowing what are now their properties.

Snow plowing of Fire District properties should come from Fire District tax dollars, not municipal tax dollars.

Call to question:

Unanimously opposed 5/0.

VILLAGE BOARD REPORTS:

- Mayor M. Connie Castañeda
 - Monroe County Sales Tax Distribution for 3rd Quarter – Mayor Castañeda shared that the Village's share was \$391,415.48 compared to \$389,953.74 distributed for the same quarter in 2011.
 - NYS Public Service Commission - Mayor Castañeda shared that there are brochures in the lobby to help control utility costs this winter heating season.
 - Special Projects – Writers & Books – Mayor Castañeda said information will be forthcoming regarding 2/2-3/25 events.
 - Workers Compensation - Mayor Castañeda shared that she has agreed to utilize her monthly Department Heads meeting 12/13 to include the Clerk, Treasurer, and Trustee Hannan to meet with the new administrators of the Upstate New York Municipal Workers Compensation Program.

Clerk Morelli previously reported that Rose & Kiernan replaces Willis as of 1/1.

- Holiday Events - Mayor Castañeda encouraged participation in various local holiday events including the 12/2 parade, tree lighting and fireworks, concerts, Morgan Manning House pictures with Santa and Candlelight Craft Show, etc. She encouraged shopping local and supporting our local merchants.

- Trustee William G. Andrews
 - Trust Fund Agreement with Chase Bank re Monika W. Andrews Creative Volunteer Leadership Award – Trustee Andrews said the Village Attorney is working on this and it will be ready for the next meeting.
 - Billboard – Trustee Andrews said the DPW Superintendent is working on re-lighting costs and it will be ready for the next meeting.
 - Landmark Society - Trustee Andrews reported that he attended 2 Landmark Society events recently. One at the Morgan Manning House in which he represented the Mayor in

welcoming attendees. It was a persuasive presentation on the economic value and impact of Historic Preservation. The other was the annual meeting held at Artisan Works which was very well attended.

- SUNY Danscore – Trustee Andrews reported that he attended a SUNY Danscore event at Hochstein.

- Historic Preservation Board - Trustee Andrews reported that the recent HPB meeting lacked a quorum. They will be meeting to review the responses to the RFP's. They have begun discussions with SUNY as to the nomination of Hartwell Hall on the listing of State and National Registers of Historic Places. SUCF enthusiastically provided materials in support of such.

MINUTES OF VILLAGE BOARD MEETING HELD November 27, 2012 continued.....page 9

Trustee Andrews shared that The Strand has finally replaced the missing glass on their façade. He said

they had been offered a 40% subsidy through a grant program several years ago, but did not take advantage of it. Mayor Castañeda said maybe they didn't have the other 60% at that time.

- Trustee Margaret B. Blackman

- Grand Jury Duty - Trustee Blackman shared that she has been on Grand Jury Duty in Rochester for the month of November. She was selected as Jury Foreperson. It is quite a commitment, but has been an extremely educational experience.

- Crosswalk Striping - Trustee Blackman read the following letter into the record:

November 21, 2012

Dear Mayor Castañeda and Village Trustees:

It has come to my attention that a number of street crossings in the village do not have striped crossings. As walking to school and walking the village, in general, become more popular, it is imperative that the village do all it can to provide for a safe walking environment.

A couple of years ago questionnaires were given to parents as they arrived at school on Walk To School Day. The questionnaires were intended to learn of the experiences of the children and parents and solicit suggestions for future walks. Far and away the most mentioned concern was cars not slowing down nor stopping at street crossings. Safety is the number one concern of parents when their children walk or ride bicycles anywhere. As a village which is striving to be a walkable community, the omission of markings for safe street crossings is unacceptable.

If resources are scarce, perhaps our police department or department of public works personnel can identify the busiest pedestrian intersections to stripe first with the goal being striping all crosswalks in the village.

As the Brockport Central School Physician, Head of the Walk To School Day Committee and community pediatrician, I strongly urge you to put striping of crosswalks at the top of your to do agenda. Let's not wait for an accident to happen to get this important work done.

Sincerely,
James Goetz, MD, MPH

Trustee Blackman said she knows DPW purchased the proper paint, but did not get to it this year.

Mayor Castañeda said DPW Superintendent Donahue will be directed to make crosswalk striping a priority this spring and to work it into DPW's regular work schedule each spring thereafter.

Mayor Castañeda said she had not received Dr. Goetz's letter. Trustee Blackman said he forwarded it to her to share at this evening's meeting.

- NYS DEC Grant - Trustee Blackman reported that she was notified of her successful application to receive funding for an Urban and Community Forestry Project. The Re-Inventory of Street & Public Park Trees in Brockport project has been approved for a State share of \$3,350.

- Trustee Kent R. Blair

- Fire District – Trustee Blair asked Village Attorney Leni if he foresees any further work requiring his attention related to the Brockport Fire District.

Attorney Leni said he does not foresee anything further. However, if something should arise, he will

seek Village Board authorization before putting in any time on it.

Trustee Blair said he knows someone in the Hamlin Fire Department and apparently they are working with Walker and Morton to consolidate. Trustee Blair said he wonders if the Town of Clarkson was ever even in a position to negotiate for fire service with Hamlin as was threatened.

- Planning Board – Trustee Blair said he recalls the Village Board granting a blanket outside the cap approval for the Village Attorney to attend rare ZBA meetings. He suggested doing the same with Planning Board meetings – on an as needed basis at the discretion of CEO Zarnstorff and/or the PB Chair. For example, the Planning Board will meet on 12/10 due to applications from Al Plumb regarding the 100 Fair Street property. It would be helpful to have legal counsel there.

→ Trustee Blair moved, Trustee Blackman seconded, carried 5/0 to authorize Village Attorney, or member of his firm if he is unavailable, to attend Planning Board meetings at the discretion of CEO
MINUTES OF VILLAGE BOARD MEETING HELD November 27, 2012 continued.....page 10

Zarnstorff and/or the PB Chair.

- Emergency Operating Plan – Trustee Blair asked for a status update on adopting the amended EOP. Mayor Castañeda said it was pointed out that she needs to appoint a Deputy Mayor or Designated Trustee, an Emergency Coordinator and a Public Information Officer first. She is not ready to do so. These positions have been vacant for years without concern. The 2002 EOP remains in effect until the amendments are adopted.

- Holiday Parade, Tree Lighting, Fireworks - Trustee Blair reported that the number of floats and participants for the 12/2 holiday parade is growing each day and the weather forecast is good. The parade will start on North Main Street and go to Dominos, turn around and line up along both sides of Main Street near Sagawa Park. Trustee Blair asked Mayor Castañeda if she planned on speaking at the tree lighting and if audio would be needed. Mayor Castañeda said she typically says a few words and does a countdown. The fireworks will begin as soon as the tree is lit.

- Trustee Carol L. Hannan

- Holiday Parade – Trustee Hannan said she is working on the Village Board float and hopes it is bigger and better than the one she spearheaded last year. She encouraged people to participate in various holiday events, to shop local and support Brockport merchants.

- Project House - Trustee Hannan reported that the 65 Fayette Street revitalization project house is garnering a lot of interest. There is nothing yet to show as it is a work zone. However, she brought an artifact found in the home as show and tell – a long, narrow wooden tool marked “CF 1865” with a sailing ship carved on it. She said she researched it and found it is likely handmade – a vise used by cobblers and saddlers for stitching leather. It belonged to Charles Farmer who was a cobbler and lived in the house. His daughter and son-in-law then owned the house until 1945.

Mayor Castañeda referred to comments made earlier in the meeting about the Village’s formal fiscal condition. She said while Clerk Morelli is correct, the Village was not late with its bills, it is worth reminding that in her first year she was saddened by the Village having to take money from Ambulance Third Party Billing Revenues to cover payroll and bills.

Mayor Castañeda added that the current Village Treasurer is doing a great job.

ADJOURNMENT:

→ At 8:25pm, Trustee Blair moved, Trustee Andrews seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk