

Work Session of the Village Board of the Village of Brockport was held in the Conference Room, Brockport Village Hall, 49 State Street, Brockport, New York, July 9, 2013 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Carol L. Hannan, Trustee John D. La Pierre, Clerk Leslie Ann Morelli

EXCUSED: Trustee Valerie A. Ciciotti

ALSO PRESENT: Joan Hamlin, Hanny Heyen, Pam Ketchum

This was a work session, not a regular meeting. No public comment.
Intended for Board discussion, not action. Therefore, meeting minutes are not required.
If any action is taken, a Board member takes notes and provides to Clerk.

○ **ITEMS FOR DISCUSSION / REVIEW:**

○ Preparation for annual organizational component of 7/15 VB meeting – Mayor Blackman thanked Clerk Morelli for offering to attend this workshop in preparation for the organizational component of the next meeting. Clerk Morelli said she is happy to have been included and wants to get the Board off to a good start. She said past Mayors have not required her attendance at work sessions as they are typically discussion and planning oriented rather than action oriented. However, should there be a time in the future when her presence would be helpful, she would be open to participate.

Clerk reviewed the items typically covered at the organizational meeting. Board reviewed and noted a few changes that will need to be adopted regarding various schedules and policies. Clerk also reviewed several “housekeeping” items read publicly and listed in last year’s organizational meeting minutes that she handed out. Many of these items help to keep administration running smoothly and everyone “on the same page”.

Trustee Andrews said he planned vacation around the old Village Board meeting schedule, but now that it is changing, he said he would not be in attendance at the 8/5 & 8/19 meetings.

○ Approval of bills to be paid - Clerk Morelli said although the Board does not typically take action at work sessions, due to the change in the July meeting schedule, a few vouchers for time sensitive bills had to be prepared.

→ Trustee Andrews moved, Trustee La Pierre 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>	7/8/13	\$16,687.60
FUND (F): <u>Water</u>	7/8/13	\$486.09
FUND (G): <u>Sewer</u>	-	-
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	7/8/13	\$1,975.00
		\$19,148.69 grand total

Clerk Morelli stepped out at 8:30pm and requested the Board include in her in Executive Session to discuss a personnel matter – the resignation of employee of one year, Ann T. Draper, as Deputy Clerk-Treasurer.

○ Goal Setting 2017 – Mayor Blackman discussed with the Board their setting goals for the coming year and next four years.

● **EXECUTIVE SESSION**

→ At 8:55pm, Trustee Andrews moved, Trustee Hannan seconded, carried 4/0 that the Board of Trustees of the Village of Brockport enter into executive session to discuss personnel matters: 1) the resignation of Deputy Clerk-Treasurer Draper and 2) the applications for appointments to various Boards and Committees.

Clerk Morelli was invited to sit in regarding the Deputy Clerk-Treasurer resignation.

→ At 9:50pm, Trustee Hannan moved, Trustee La Pierre seconded, that the Board of Trustees of the Village of Brockport re-enter the work session.

● **ADJOURNMENT**

→ At 9:50pm, Trustee Andrews moved, Trustee La Pierre seconded, carried 4/0 that the work session be adjourned.

Upcoming:

● 7pm Monday, 7/15 – Village Board meeting (includes ceremonial swearing in & annual organizational component)

Leslie Ann Morelli, Village Clerk