

## **VILLAGE BOARD – WORKSHOP AGENDA**

**Monday, October 24, 2022 7:00 pm**

Hybrid meeting in person at Village Court, 49 State St., or login online using the information below or dial in (646) 558 8656

<https://us02web.zoom.us/j/85339736932?pwd=ODEwOVdyN3dQS210YW50SE8yTHFKQT09>

Meeting ID: 853 3973 6932

Passcode: 033322

No public comment will be taken during this meeting, as it is a workshop only.

### **ACTION ITEMS:**

- Approve updated resolution to accept the transfer of land from SUNY Brockport for purposes of building a boathouse
- Approve DPW WEMOCO student worker, Matt Barlow at \$15/hr
  - 12 hours a week through June 13<sup>th</sup>, 2023 as a student worker (32 weeks) total cost = \$5,760
  - After June 13, will transition to a 40 hour a week summer laborer

### **WORKSHOP TOPICS:**

- Proposed Water Shut-Off Policy Review
- Proposed Covid-19 Reporting Policy for Employees

2022  
Version

**UPL01903 Legal Description**  
**Lands To Be Acquired by The Village of Brockport**  
**From**  
**The People of The State Of New York**  
**(State University College at Brockport)**

All that piece or parcel of land situated in the Village of Brockport, Town of Sweden, County of Monroe, State of New York, being located in Town Lot 9, Township 3, Section 8 of the Triangular Tract, being more particularly described as follows:

Beginning at a set iron rod on the southerly line of Parcel 1650-A of the Barge Canal, shown on Map No. 127, Section 9, Erie Canal, Western Division; said iron rod being N 85° 41' 11" W, along said southerly line of Parcel 1650-A a distance of 39.07 feet from the northeast corner of lands of the People of the State of New York shown on State University College at Brockport Appropriation Map 70, Section J; thence through said lands of the People of the State of New York the following three (3) courses and distances:

- 1) S 04° 05' 30" E, a distance of 135.64 feet to a set iron rod;
- 2) S 85° 54' 30" W, a distance of 60.00 feet to a set iron rod; and
- 3) N 04° 05' 30" W, a distance of 144.51 feet to a set iron rod on the first mentioned southerly line of Parcel 1650-A; thence S 85° 41' 11" E, along said southerly line a distance of 60.65 feet to the point or place of beginning. Containing 8,404 square feet of land, more or less.

Being a portion of lands appropriated by the People of the State of New York from Norman Rogers and Clara Rogers shown on Map No. 70, Section J, dated June 11, 1964, filed in the Monroe County Clerk's Office on September 16, 1965 in Liber 1105 of Deeds at Page 67; and lands conveyed to the People of the State of New York from the Village of Brockport described in a deed dated June 2, 1998, recorded on August 19, 1998 in the Monroe County Clerk's Office in Liber 9049 of Deeds at Page 75.

Together with the right of ingress, egress, and regress from Holley Street, to the above

described parcel, over the existing paved parking lot, or as it may be relocated.

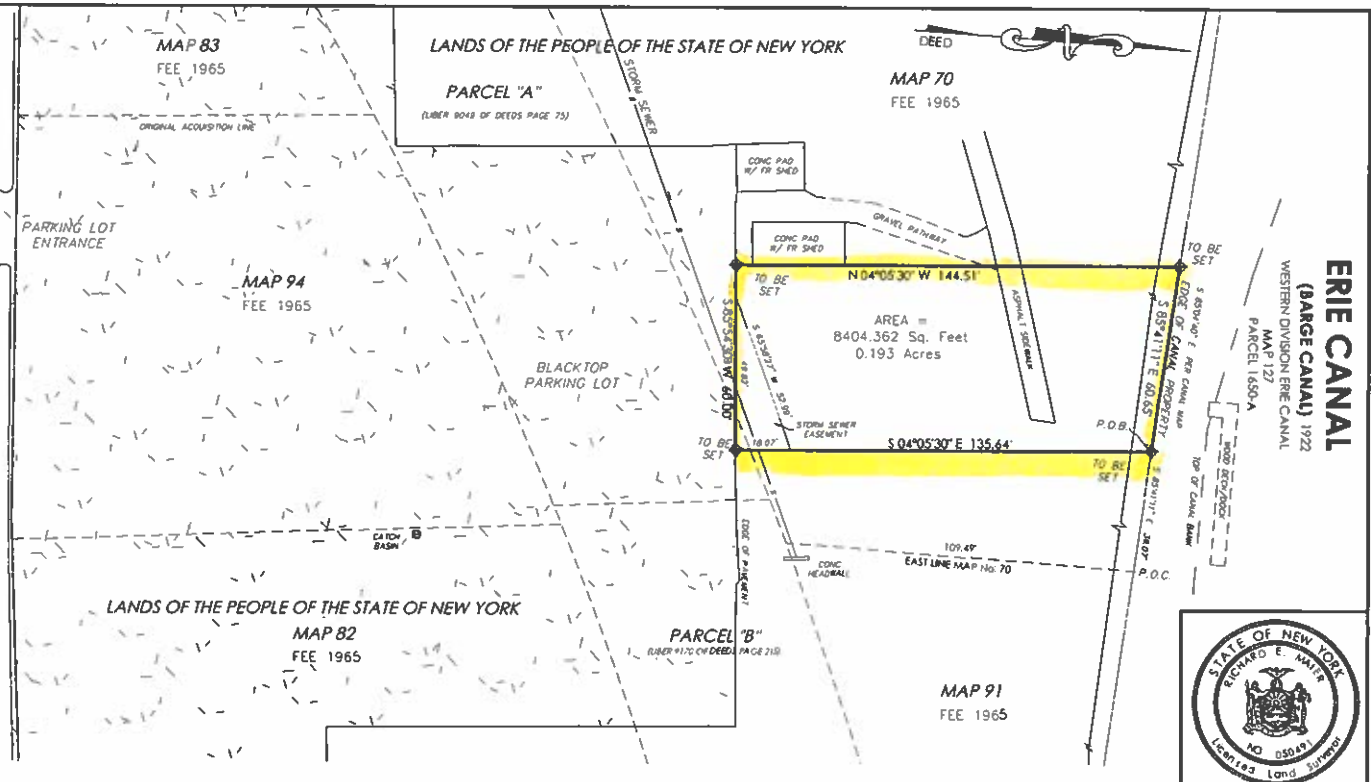
Subject to any enforceable easements, restrictions or covenants of record that may exist.

Reserving to the People of the State of New York (State University College at Brockport) a 10-foot-wide easement centered on the existing storm sewer shown on the hereinafter mentioned survey map crossing the southeast corner of the above-described parcel.

Shown on a map entitled "Map of survey showing Lands to Be Conveyed from People of the State of New York to Village of Brockport", dated January 17, 2019. Filed in the NYS Office of General Services as OGS Map No. 2807.

**HOLLEY STREET (66' WIDE)**

NO.	DATE	REVISION
1	2/11/77	REVISED PER O&G COMMENTS FROM 21172
2	6/22/77	REVISED PER O&G COMMENTS FROM 21172
3	8/18/77	REVISED PER O&G COMMENTS FROM 82422
4	9/22/77	REVISED PER O&G COMMENTS FROM 92222
5	9/28/77	REVISED PER O&G COMMENTS FROM 82222



**MAIER**  
**LAND SURVEYING**  
 RICHARD E. MAIER, P.L.S.  
 PROFESSIONAL LAND SURVEYOR  
 539 MANITOU ROAD  
 HILTON, NEW YORK 14468  
 (585) 392-6134

**MAP OF SURVEY SHOWING:**  
**LANDS TO BE CONVEYED FROM**  
**PEOPLE OF THE STATE OF NEW YORK**  
**TO**  
**VILLAGE OF BROCKPORT**  
**SITUATED IN PART OF**  
**TOWN LOT 9, SECTION 8, TOWNSHIP 3**  
**VILLAGE OF BROCKPORT, TOWN OF SWEDEN**  
**MONROE COUNTY STATE OF NEW YORK**

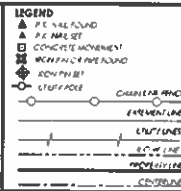
SCALE: 1" = 30'    DATE: 1/17/79    JOB NO.: 19-032    T.M. NO.: 68.15-001-010 21

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"UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7206, SUBSECTION 2, OF THE NEW YORK STATE EDUCATION LAW"

"COPIES OF THE ORIGINAL OF THIS MAP NOT MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S SEAL OR CROSSER SEAL SHALL NOT BE CONSIDERED A VALID TRUE COPY"

"CERTIFICATION INDICATES HEREON SHOWS THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE EXISTING LAWS OF THE STATE OF NEW YORK AND IS A TRUE AND ACCURATE REPRESENTATION OF THE LAND SURVEYED AND IS THE PROPERTY OF THE PROFESSIONAL LAND SURVEYOR. THIS CERTIFICATION SHALL BE IN FULL FORCE AND EFFECT FOR THE TERM OF THE SURVEY CONTRACT AND IN HIS BEHALF TO THE TITLE COMPANY, GEODESICAL AGENCY AND ON THE LENDING INSTITUTION LETTER HEREON, AND TO THE ASSUREES OF THE LENDING INSTITUTION CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTRUMENTS OR SUBSEQUENT OWNERS."



**ABSTRACT REFERENCES:**  
 NOTE THIS SURVEY IS SUBJECT TO ANY FACTS WHICH A COMPLETE AND UPDATED ABSTRACT OF TITLE MAY REVEAL

**DEED REFERENCES:**  
 1-BER 2019 OF DEEDS PAGE 75  
 1-BER 9170 OF DEEDS PAGE 215

**OGS MAP No: 2807**

**MAP REFERENCES:**  
 BOUNDARY SURVEY OF LANDS TO BE CONVEYED BY THE VILLAGE OF BROCKPORT PREPARED BY FREEL ENGINEERING DATED MAY 1966  
 PROPERTY MAP STATE UNIVERSITY COLLEGE AT BROCKPORT PREPARED BY ERODAN & ANTHONY DATED 1/15/1968  
 BARGE CANAL MAP WESTERN DIVISION SECTION 9 DATED 12/28/1922

2019  
Version

## **Attachment # 2**

### **Village of Brockport Resolution, Description of Property and Survey**



# VILLAGE OF BROCKPORT

127 Main Street · Brockport, New York 14420  
Telephone (585) 637-5300 · Fax (585) 637-1045  
Website: [www.brockportny.org](http://www.brockportny.org)

*The Victorian Village on the Erie Canal*  
*Preserve America Community*  
*Listed on the State and National Registers of Historic Places*  
*Certified Local Government*  
*Tree City USA Community*  
*Erie Canalway Heritage Award of Excellence*  
*NYS Climate Smart Community*  
*NYS Clean Energy Community*

## VILLAGE OF BROCKPORT RESOLUTION

At a meeting of the Board of Trustees of the Village of Brockport, Monroe County, New York state held at Village Court conference room at 49 State Street Brockport, NY 14420 on December 2, 2019 the following resolution was regularly made, seconded and carried:

**PRESENT:** Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Shawn Halquist

**EXCUSED:** Trustee Katherine J. Kristansen

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 4/0 to adopt the following resolution:

**RESOLVED**, that the Brockport Village Board of Trustees will hereby accept transfer of the lands to be conveyed by the State University College at Brockport to the Village of Brockport for recreational / park purposes (boat house) in the legal description re a portion of tax map number 068.15-1-10.11 as follows and authorizes the Mayor to sign any documents related to such:

### LEGAL DESCRIPTION LANDS TO BE CONVEYED BY STATE UNIVERSITY COLLEGE AT BROCKPORT

All that tract or parcel of land situated in Town Lot 9, Township 3, Section 8 of the Triangular Tract in the Village of Brockport, County of Monroe, State of New York and being more particularly described as follows:

Beginning at a point in the north right-of-way of Holley Street, said point being S 86° 37' 58" W a distance of 22.94 feet west of an angle point in the right-of-way;

Thence northerly on a bearing of N 04° 05' 30" W a distance of 234.90 feet to the point of beginning for the property here in described;

Thence westerly on a bearing of S 85° 54' 30" W a distance of 60.00 feet to a point;

Thence northerly on a bearing of N 04° 05' 30" W a distance of 143.49 feet to a point, said point being 1.00 foot south of the south line of the Erie Canal Blue Line;

Thence easterly and parallel to said line on a bearing of S 85° 41' 11" E a distance of 60.65 feet to a point;

Thence southerly on a bearing of S 04° 05' 30" E a distance of 134.63 feet to a point,

Mayor Margaret B. Blackman  
Trustee/Deputy Mayor John D. LaPierre  
Trustees Annette M. Crane, Shawn Halquist, Katherine J. Kristansen

said point being the true point and place of beginning

Subject to all covenants, easements and restrictions of record if any affecting said premises as recorded in the Monroe County Clerk's office.

The College at Brockport reserves the right to enter the premise for the maintenance and repair of a storm sewer pipe located in the southeast portion of the parcel.

Being and hereby intending to describe a parcel of land as shown on a map titled "Lands to Be Conveyed from College at Brockport to Village of Brockport", as prepared by Maier Land Surveying.

Note for the record:

Village Board contact is Mayor Blackman

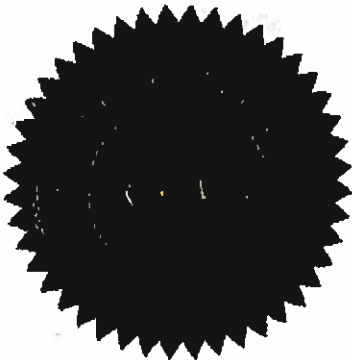
Village Office contact is Deputy Clerk-Treasurer Erica Linden

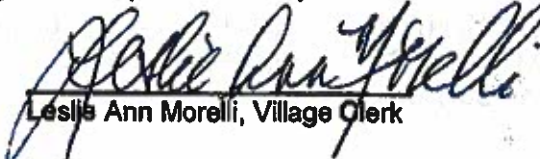
BY ORDER OF THE Village Board of the Village of Brockport

STATE OF NEW YORK        )  
County of Monroe         ) SS:

I Leslie Ann Morelli, Village Clerk of the Village of Brockport, do hereby certify that the foregoing is a full and true transcript of a resolution duly adopted at a meeting of the Board of Trustees of the Village of Brockport, Monroe County, New York on December 2, 2019 as it appears in the minutes of said meeting was regularly called and duly constituted, and that a quorum was present.

Witness my hand and the seal of the Village of Brockport this 3<sup>rd</sup> day of December 2019.



  
Leslie Ann Morelli, Village Clerk

**LEGAL DESCRIPTION  
LANDS TO BE CONVEYED BY  
STATE UNIVERSITY COLLEGE AT BROCKPORT**

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Subject to all covenants, easements and restrictions of record if any affecting said premises as recorded in the Monroe County Clerk's office.

The College at Brockport reserves the right to enter the premise for the maintenance and repair of a storm sewer pipe located in the southeast portion of the parcel.

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**ABSTRACT REFERENCES:**  
NOTE THIS SURVEY IS SUBJECT TO ANY FACTS WHICH A COMPLETE AND UPDATED ABSTRACT OF TITLE MAY REVEAL.

**DEED REFERENCES:**  
LIBER OF DEEDS PAGE

**MAP REFERENCES:**  
BOUNDARY SURVEY OF LANDS TO BE CONVEYED BY THE VILLAGE OF BROCKPORT  
PREPARED BY FREEL ENGINEERING  
DATED: MAY 1998  
PROPERTY MAP STATE UNIVERSITY COLLEGE AT BROCKPORT  
PREPARED BY ERDMAN & ANTHONY  
DATED: 1/15/1988  
BARGE CANAL MAP  
WESTERN DIVISION SECTION 9  
DATED: 12/29/1922

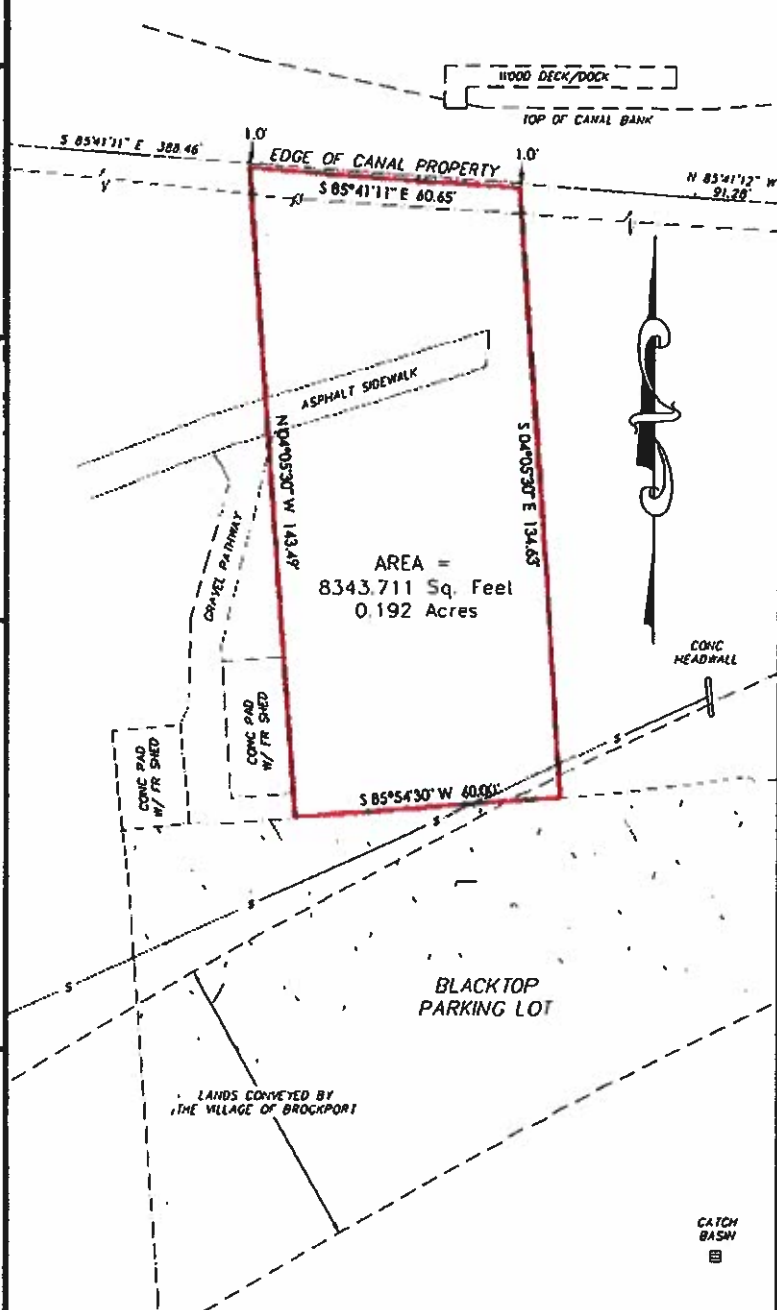
- LEGEND**
- ▲ P.K. MARK FOUND
  - ▲ P.K. MARK SET
  - CONCRETE MONUMENT
  - ⊗ IRON PIN OR PIPE FOUND
  - ⊗ IRON PIN SET
  - UTILITY POLE
  - CHAIN LINK FENCE
  - EASEMENT LINES
  - UTILITY LINES
  - R.O.W. LINE
  - PROPERTY LINE
  - CENTERLINE

"TOWNSHIP 9" MAPS LAND SURVEYING ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION IS A VIOLATION OF THE APPLICABLE COPYRIGHT LAWS. THIS SURVEY IS A PROFESSIONAL SERVICE. THE SURVEYOR'S SEAL IS A VIOLATION OF SECTION 2004, SUBDIVISION 2, OF THE NEW YORK STATE EDUCATION LAW. TOPICS OF THIS ORIGINAL OF THIS MAP HAS NOT BEEN WITH AN ORIGINAL OF THE LAND SURVEYOR'S SEAL OR UNCORRECTED SEAL SHALL NOT BE CONSIDERED A VALID "TRUE COPY".

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# ERIE CANAL



AREA =  
8343.711 Sq. Feet  
0.192 Acres

LANDS CONVEYED BY THE VILLAGE OF BROCKPORT

**MAIER**  
LAND SURVEYING  
RICHARD E. MAIER, P.L.S.  
PROFESSIONAL LAND SURVEYOR  
539 MANITOU ROAD  
HILTON, NEW YORK 14468  
(585) 392-6134

MAP OF SURVEY SHOWING:  
LANDS TO BE CONVEYED FROM  
COLLEGE AT BROCKPORT  
TO  
VILLAGE OF BROCKPORT  
SITUATED IN PART OF  
TOWN LOT 9, SECTION 8, TOWNSHIP 9  
VILLAGE OF BROCKPORT  
MONROE COUNTY STATE OF NEW YORK

SCALE: 1" = 30' DATE: 1/17/19 JOB NO.: 19-002 TM. NO.: 88.15-001-010.11

Water/Sewer Billing Procedures  
Updated 10/21/2022

Billing

Water/sewer bills are generated in the Village of Brockport by the Water Clerk. Meters are read by the Department of Public Works using electronic radio reads monthly for businesses and large consumption users and quarterly for residential users.

The meter reads are electronically uploaded into the Flexibill software from the Badger software. The Water Clerk then reviews the reads for high, low, missed, or no consumption, and unoccupied accounts.

Bills are then generated and mailed to customers. Bills are dated the first day of the month and due the last business day of the month.

Water and sewer rates are set by the Village Board. Refer to the fee schedule for current rates.

Penalty

Penalties are assessed at 10% of the current bill if payment is not received by the last working day of the month. The 10% penalty fee is added to the next billing cycle.

Delinquent Notices

Residential and business customers who are two billing cycles in arrears are issued a delinquent notice requesting payment in full within **XXX** days. **(I suggest 14 days - 2 weeks)**

Payment Arrangements

The option for a payment arrangement is based on account holder's financial circumstances, payment history and billing status. If granted, the agreement requires a down payment and signature by the customer. Failure to abide by the terms of the payment agreement may result in termination of service without further notice.

Shut Off Notices

Shut off notices are issued after a resident fails to make payment by the due date on the Delinquent Notice or fails to abide by the terms of the payment arrangement. Payment must be made in full within **XX** **(I suggest 14 days - 2 weeks)** or service will be terminated without further notice. If service is terminated, a restoration fee of \$100.00 is added to the account balance and is required to be paid prior to restoration of service.

Service restoration hours: Business days before 3:00PM.