

**Work Session of the Village Board of the Village of Brockport was held in the Village Hall Conference Room 49 State Street Brockport, New York, February 27, 2017 at 7:00pm.**

**PRESENT:** Mayor Margaret B. Blackman, Trustee/Deputy Mayor William G. Andrews, Trustee Annette M. Crane, Trustee Katherine J. Kristansen, Treasurer Daniel P. Hendricks

**EXCUSED:** Trustee John D. LaPierre

**ALSO PRESENT:** Joan Hamlin

This was a work session, not a regular meeting. No public comment.

- **CALL TO ORDER:**
- **ACTION ITEMS** (time sensitive):
  - o Approval of minutes 2/6/17 -

→ Trustee Kristansen moved, Trustee Andrews seconded, carried 4/0 that the minutes of the 2/6/17 meeting be approved as amended.

- o Approval of bills –

→ Trustee Kristansen moved, Trustee Crane 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>	2/15/17	\$20,427.95	
	2/27/17	\$107,942.88	
FUND (F): <u>Water</u>	2/15/17	\$48,622.81	
	2/27/17	\$1,930.10	
FUND (G): <u>Sewer</u>	2/15/17	\$371.85	
	2/27/17	\$451.63	
FUND (H): <u>Capital</u>	-	-	
FUND (T): <u>Trust &amp; Agency</u>	-	-	
			\$69,422.61 total 2/15/17
			\$110,324.61 total 2/27/17

- o Authorize budget amendments & transfers -

→ Trustee Crane moved, Trustee Andrews seconded, carried 4/0 that the following budget amendments and transfers be tabled until the next meeting:

**Amendments  
Expenditures  
Account**

#	Description	Amount	Purpose
A5112.2000	CHIPS Work	\$4,000.00	(1)

**Revenues:  
Account**

#	Description	Amount	Purpose
A3089.7001	State Aid – CHIPS	\$4,000.00	(1)

**Purpose:**

- (1) Increase General Fund expense and revenue budget to reflect expenditures for CHIPS work.

**Transfers**

Account #	From	Account #	To	Amount	
A1990.4000	Contingency	A1110.4000	Court - Contractual	\$2,000.00	(1)
A1990.4000	Contingency	A1620.4090	Buildings – Miscellaneous	\$300.00	(2)
A1990.4000	Contingency	A1640.4050	Welding Supplies	\$250.00	(3)
A1990.4000	Contingency	A1950.4000	Taxes on Village Property	\$275.00	(4)

**Purpose:**

- (1) Winter jackets for court attendants, court supplies, etc.
- (2) Drainage lines repairs Admin. Building.

- (3) Air Gas for welding
- (4) Pure Water Charges – exceeded budget estimate

- o Approve recommended deaccession list per 2/22 E.L.K. Museum Board meeting -

→ Trustee Kristansen moved, Trustee Andrews seconded, carried 4/0 to approve the recommended deaccession list per the 2/22/17 E.L.K. Museum Board meeting.

- o Medicare health plan – authorize change in plan for over age 65 –
  - To cover out of state retirees & lower premiums – new enrollees 4/1/17 & renewals 1/1/18 –

→ Trustee Crane moved, Trustee Andrews seconded, carried 4/0 to accept the recommendation of USEBSG (employee benefits broker) & Village Clerk Morelli & Village Treasurer Hendricks to participate in the MVP Gold Anywhere PPO Base plan for new employee & retiree enrollees over age 65 beginning 4/1/17 and for renewal employees & retirees 1/1/18.

- o Grants:
  - Authorize Mayor to sign STOP DWI Program grant agreements –

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

RESOLVED,

- 1) The Mayor is authorized to enter the Village of Brockport into inter-municipal agreements with the County of Monroe for receipt and use of New York State funding for the 2017 STOP DWI Program in the amount of \$12,284.00, and for the 2016-17 STOP DWI Foundation Crackdown Grant Program in the amount of \$3,041.00.
- 2) The term of the 2017 STOP DWI Program agreement shall be from January 1, 2017 through December 31, 2017.
- 3) The term of the 2016-17 STOP DWI Foundation Crackdown Grant Program agreement shall be from October 1, 2016 through September 20, 2017.
- 4) The agreement shall contain such addition terms and conditions as the Mayor deems to be appropriate.
- 5) This Resolution shall take place immediately.

Note for the record: Brockport Police Department contact is Sgt. Stephen Mesiti

- Authorize application for NYS DEC Urban Forestry grant –

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

RESOLVED, to authorize application for the 2016 Urban and Community Forestry Grants Program (Round 13) through the NYS Department of Environmental Conservation. Funding from the DEC in an amount not to exceed \$18,000 will be used to purchase trees, provide training for volunteers and DPW staff, and to update the Tree Board website. The Village will provide the required 25% match in cash and in-kind services.

Note for the record:

J. O'Connell & Associates contact is Tom Lajewski  
 Village Board contact is Mayor Margaret Blackman  
 Tree Board contact is Chair Melissa Brown  
 Village Office contact is Deputy Clerk-Treasurer Erica Linden

- Authorize application for Zero-Emission Vehicle & Infrastructure Municipal Rebate Program through NYS EPF of DEC (re electric charging station) -

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

RESOLVED, to authorize application for the 2016 Zero-Emission Vehicle and Infrastructure Municipal Rebate Program through the NYS Environmental Protection Fund from the DEC in an amount not to exceed \$16,000 will be used to purchase a dual charger wall mounted electric charging station. The Village will provide the required 4% match in cash and in-kind services.

Note for the record:

J. O'Connell & Associates contact is Chris Herbeck  
 Village Board contact is Katherine Kristansen  
 Village Office contact is Deputy Clerk-Treasurer Erica Linden

REQUEST FOR BIDS:

The Village of Brockport is requesting bids for the installation of one plug-in electric vehicle (PEV) charging station at Village Offices, located at 49 State Street, Brockport, New York 14420.

Electric vehicle charging stations will help the village to meet sustainability goals. The successful bidder will provide at least one hour of training with village staff regarding electric vehicles and the operation of the charging station.

The bid must include the total cost of the charging station. The end result should be a turnkey charging station ready to operate. Nothing addition from the village will be required, other than the power to operate.

The successful bidder must pay New York State prevailing wages rates to employees working on this project. The successful bidder must submit certified copies of the payrolls to the village for its records. The bid should include total cost for the project. Respond to the Scope of Work and Deliverables for Electric Vehicle Charging questions below.

Email bids to [elinden@brockportny.org](mailto:elinden@brockportny.org), or mail to Village of Brockport, Attention – Erica Linden, 49 State St., Brockport, New York 14420. All bids must be received by 1:00PM, Monday, March 6, 2017 to be considered. Any bid received late cannot be considered.

Scope of Work and Deliverables for Electric Vehicle Charging Standards and Safety – available on the Village website.

2/15/17

**ITEMS FOR DISCUSSION / REVIEW:**

- o 6/1/17-5/31/18 Budget preparation – with Treasurer
- o Financial reports for period ending 1/31/17

**EXECUTIVE SESSION:**

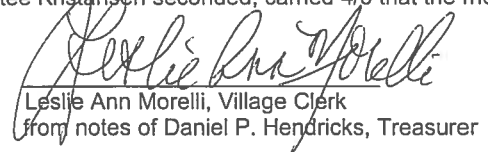
→ At 8:00pm, Trustee Kristansen moved, Trustee Andrews seconded, carried 4/0 that the Board of Trustees of the Village of Brockport enter into executive session to discuss personnel matters.

Treasurer Hendricks was invited to sit in.

→ At 8:25pm, Trustee Andrews moved, Trustee Crane seconded, carried 4/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

**ADJOURNMENT:**

→ At 8:30pm, Trustee Crane moved, Trustee Kristansen seconded, carried 4/0 that the meeting be adjourned.

  
Leslie Ann Morelli, Village Clerk  
from notes of Daniel P. Hendricks, Treasurer

