

VILLAGE BOARD – MEETING MINUTES
Monday, July 19, 2021 7:00pm

Location: Village Courthouse, 49 State St. Available via Zoom and recorded and posted to the village website.

Join Zoom Meeting with the login information below or dial 1-(646) 558-8656
<https://us02web.zoom.us/j/82388049726?pwd=MWh4cklOaXJyTmpSZG5lU21BUGF6QT09>

Meeting ID: 823 8804 9726 Passcode: 699724

All in person attendance is subject to mandatory masking if unvaccinated.

PRESENT: Mayor Margaret Blackman, Trustee/Deputy Mayor John LaPierre, Trustee Katherine Kristansen, Trustee Annette Crane, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Treasurer Daniel Hendricks, Building Inspector /Code Enforcement Officer Chad Fabry, Police Chief Mark Cuzzupoli, Public Works Superintendent Harry Donahue, Recorder Susan Smith, Art Appleby, Bernie LoBracco, Fred Webster, Mark Kristansen, Ulpian Toney, Robin Donahue

VIA ZOOM: Attorney Daniel Mastrella, Joan Hamlin, Chris Hamlin, Kay T.

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 COMMENT: Comments/questions will be accepted during the meeting: mblackman@brockportny.org

OATH OF OFFICE: (ceremonial)

- Swearing in of Mayor Margay Blackman, Trustee Annette Crane, Trustee Katherine Kristansen, each re-elected for another 4-year term ending 6-30-25. Village Manager/Clerk Linden swore them into office for their new terms.

CERTIFICATES & PROCLAMATIONS:

- Retirement proclamation for Harry Donahue, DPW Superintendent – The Mayor read into the record the retirement proclamation and presented it to Superintendent Donahue. Harry Donahue served the Village of Brockport for 38 years and his last day will be July 30, 2021.
- Trustee Crane moved, Trustee/Deputy Mayor LaPierre seconded, to adopt the retirement proclamation for Superintendent Harry Donahue. Motion carried 5-0.
- Retirement proclamation for Bambie Zimmerman, BPD Clerk – The Mayor read into the record the retirement proclamation, which will be presented to BPD Clerk Zimmerman at an office reception on 7/30/21. Bambie Zimmerman served the Village of Brockport for 31 years and her last day will be July 30, 2021.
- Mayor Blackman moved, Trustee/Deputy Mayor LaPierre seconded, to adopt the retirement proclamation for BPD Clerk Bambie Zimmerman. Motion carried 5-0.

LIBRARY BOARD REPORT: Bernie LoBracco, Seymour Library Board President – Monthly library report

- The Seymour Library Board held their monthly meeting on 6/16/21.
- NYS Construction grant, for the study rooms and LED lighting, has been completed.
- Insero & Co. completed their audit the week of July 12th.
- The library board will have a special meeting on August 4th, at 6:00 PM in preparation of their budget presentation to the 3 municipalities at a joint meeting on August 24, 2021, 7:30 pm at the Sweden Town Hall.

CONSENSUS ITEMS:

- Minutes Special Meeting 7/14/21
- Mayor Blackman moved, Trustee/Deputy Mayor LaPierre seconded, to approve the 7/14/21 minutes. Motion carried 5-0.
- Bills Abstract 6/29/21**

A (General Fund)	\$108,826.08
F (Water Fund)	\$ 1,106.30
G (Sewer Fund)	\$ 565.95
Total	\$104,498.33

Bills Abstract 7/9/21

A (General Fund)	\$94,651.57
F (Water Fund)	\$ 57,938.37
G (Sewer Fund)	\$ 303.70
Total	\$152,893.64
- Trustee Crane moved, Trustee Halquist seconded, to approve the Bills Abstract 6/29/21 and Bills Abstract 7/9/21. Motion carried 5-0.

MANAGER/CLERK REPORT:

Manager/Clerk – Erica L. Linden

- Tax collection update – 93% collected. Village Hall is about 5 days behind in processing, checks will be deposited and will be caught up by the end of the week.
 - Event application – Rotary Reads is a summer program to encourage oral reading to children. Children and adults of all ages are invited to attend.
- Trustee Kristansen moved, Trustee Crane seconded, to approve the Rotary Reads Event on July 22, 29, & Aug

5,12,16, 26, 2021, from 5:30-6:15 pm, at Sagawa Park. Motion carried 5-0.

- Retirement letters to accept: Police Department Clerk Bambie Zimmerman, Deputy Clerk/Water Clerk Deb Herzog, DPW Labor Foreman Jeff Woodin
- Trustee Kristansen moved, Trustee/Deputy Mayor LaPierre seconded, to accept letters of retirement, with regrets, from Bambie Zimmerman, Deb Herzog, and Jeff Woodin. Motion carried 5-0.
- Request authorization to begin search for Clerk-Treasurer and DPW Labor Foreman – The Clerk-Treasurer is what is available through Civil Service will also be training with Treasurer Hendricks, in anticipation of his future retirement.
- Trustee Kristansen moved, Trustee Halquist seconded, to authorize search for Clerk-Treasurer and DPW Foremen.
Motion carried 5-0.
- Peddling-Soliciting Application from Scott Morales to sell flags on the corner of Erie St and Main St
- Trustee Kristansen moved, Trustee/Deputy Mayor LaPierre seconded, to approve the Peddling-Soliciting Application from Scott Morales. The board has questions and has required Mr. Morales to attend a meeting in person.
Motion tabled.
- Recommend volunteer appointments for Welcome Center (2) Michelle Piper, Maureen Martin, and Emily Knapp Museum Board, Kate Vreeland
- Trustee Crane moved, Trustee/Deputy Mayor LaPierre seconded, to appoint Michelle Piper and Maureen Martin as Welcome Center Volunteers. Motion carried 5-0.
- Mayor Blackman moved, Trustee Halquist seconded, to appoint Kate Vreeland to the Emily Knapp Museum Board.
Motion carried 5-0.
- Federal Work Study Agreement with SUNY Brockport - request authorization for work-study student placement, at no cost to the village, students are paid through the Federal Work Study program. The job descriptions and placements are being developed with John Sheible, SUNY Brockport Career Services Coordinator.
- Trustee Kristansen moved, Trustee Crane seconded, to accept the Federal Work Study Agreement with SUNY Brockport.
Motion carried 5-0.

DEPARTMENT REPORTS:

Treasurer – Daniel P. Hendricks

- Governmental Accounting Standards Board Report 75 (GASB-75) – At their request, the Seymour Library was included in the GASB-75 report. The village board received the report, as well as the village auditors. This report is a comprehensive review of postemployment benefits, other than pensions. It is a useful tool in decision making and transparency.
- The Annual update will be ready in the next few weeks. Overall, the village is in good shape financially.
- Fee schedule, 3% water rate increase proposal – the rate increase is due to Monroe County increases that have occurred for some time now.

Police – Chief Mark T. Cuzzupoli

- Request to appoint Kayla Thompson to full-time Clerk as of August 1, 2021 – Chief Cuzzupoli commented that Clerk Thompson is loyal, committed, and is ready for the next step after learning under Clerk Zimmerman.
- Trustee Kristansen moved, Trustee Crane seconded, to appoint Kayla Thompson to full time BPD Clerk as of Aug 1, 2021. Motion carried 5-0.
- Stop DWI: Certificates of Appreciation were awarded to Off. John Vadas and Off. Christopher Clawson.

Building / Planning / Zoning / Code Enforcement – Chad H. Fabry

- Property Maintenance – the village has a problem with dead Ash trees and there have been many complaints.
- Code Updates – excellent progress, as work continues with Matt Ingalls and Trustee Kristansen.
- Fee schedule – added “Roofing Permit” to Commercial Construction (pg 3).

Public Works – Harry G. Donahue

- Recommend laborer for appointment, Theodore Mosher
- Mayor Blackman moved, Trustee Crane seconded, to the provisional appointment of Theodor Mosher as DPW Laborer, to be reviewed in 6 months. Motion carried 5-0.
- Seasonal mower hourly rate
- Trustee Kristansen moved, Trustee/Deputy Mayor LaPierre seconded, to increase the seasonal mower hourly rate to \$17.50/hour. Motion carried 5-0.

- Roadwork update – Havenwood Project – 1 more driveway and then will begin the Market St Project on the east end later this week.

Village Attorney – Daniel J. Mastrella, Esq. – no report

OLD or NEW BUSINESS:

- August 24, the Seymour Library will make their 2022 budget joint presentation at Sweden Town Hall to the Sweden Town Board, the Brockport Village Board, and the Clarkson Town Board.
 - Approval of Airserv as the company to manage the HVAC system at the Library
- Trustee Kristansen moved, Trustee Crane seconded, to approve Airserv, as the company to manage the HVAC system at Seymour Library. Motion carried 5-0.
- Library lease and organizational agreement to be discussed/voted on at first August meeting
 - Library Resolution – This is regarding the municipal contribution calculation. The contributions have been based on the preceding year’s contribution plus 2% increase. Mayor Blackman strongly stated that the contributions for the 2022 budget should be based on the 2020 budget with a 2% increase. The 2021 budget should be overlooked, as there was a 10% decrease due to COVID-19.
- Trustee Crane moved, Trustee/Deputy Mayor LaPierre seconded, that the 2022 Seymour Library budget baseline figure for municipal contributions is the 2020 budget plus 2% increase. Motion carried 5-0.
- NYS Consolidated Funding Application (CFA) Grant Resolutions
 - Corbett Park Negative Declaration/ State Environmental Quality Review (SEQR)
- Trustee Kristansen moved, Trustee Crane seconded, that the Village Board hereby accepts the Environmental Assessment of the Corbett Park CFA project. The Village Board further declares that, based on the Environmental Assessment, it finds that the project will result in no adverse impacts to the environment. Therefore, the Village Board does not anticipate the preparation of an Environmental Impact Statement for the project. Further, the Village Board herewith states its intent to issue a Negative Declaration under SEQR for the project, pending review by the involved agencies. Motion carried 5-0.
- Canal access path near Meadow Lane/ McCormick Place, authorization to submit application
- Trustee Kristansen moved, Trustee Halquist seconded, to authorize to submit the CFA application for a canal access path near Meadow Lane and McCormick Place. Motion carried 4-1, Trustee/Deputy Mayor LaPierre opposed.

VILLAGE BOARD ANNOUNCEMENTS:

- Mayor Blackman announced that the village board workshop on July 28 will have numerous action items and the workshop topics anticipated include hourly rates and salary bands
- Trustee Kristansen announced
 - Village Gardens – have been cleaned up by a new gardener working for Sara’s Gardens.
 - Bridging the Closure Committee updates – the committee is co-chaired by Mayor Blackman and Trustee Kristansen. The next committee meeting will be on July 24th and their guest will be from the Village of Fairport. The DOT has agreed to begin the closure of the Main St Bridge after the Arts Festival, which is scheduled for August 13-14, 2022. A traffic light has also been requested for the intersection of East Ave and Fayette St.

ADJOURNMENT:

- Trustee Kristansen moved, Trustee Halquist seconded, to adjourn the regular meeting at 8:10 pm. Motion carried 5-0.

Erica Linden, Village Manager