

**VILLAGE BOARD - MEETING MINUTES**  
**Monday, September 20, 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/86914688522?pwd=K3ZoT2oxQXl1dkd1bjhScHFTVjc3QT09>  
Meeting ID: 869 1468 8522 Passcode: 028159

**All in person attendance is subject to mandatory masking and distancing requirements. No mask shall be removed unless the person is speaking, and only one speaker is permitted at a time.**

**PRESENT:** Mayor Margaret Blackman, Trustee/Deputy Mayor Annette Crane, Trustee Katherine Kristansen, Trustee John LaPierre, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Building Inspector /Code Enforcement Officer Chad Fabry, Chief Mark Cuzzupoli, Superintendent Dan Verace, Recorder Susan Smith

**ALSO PRESENT:** Jackie Smith, Bernie LoBracco, Kevin Jenkins, Fred Webster, Megan Myers from SUNY Student Activities, Lt. Stephen Mesiti, Gabe Mesiti, Emma Mesiti, Mr. & Mrs. Stephen Mesiti Sr., Daniel Mesiti, Sonny Mesiti, Jordan VanDervort, Lt. Paul Wheat, Off. John Vadas, Off. Scott Korn, Off. Elliot Cave, Off. Camille Harrison, Off. Geoffrey Catlin, Off. Lucas VanDervort, Criminal Investigator Tyler Dawson.

**VIA ZOOM:** Treasurer Dan Hendricks, Attorney Dan Mastrella, Joan Hamlin, Chris Hamlin, Ed Starowicz

**CALL TO ORDER:** The meeting was called to order at 7:00 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 at this time. Virtual participants can raise their hands and will be called on to speak. Policy for Public Comment: 5 min/per person/ state name and address for record / clearly address the Board / submit copy of remarks to Clerk the following day for the record.

- Kevin Jenkins, 153 West Ave – Mr. Jenkins commented that the village looks run down. He observed areas where the sidewalk slabs are uneven, and areas with vegetation obstructing the path. He expressed concern that the sidewalks are not easily accessible for people that require the use of mobility aids or wheelchairs. Mr. Jenkins asked the village to address the issue of sidewalks quickly. He also gave suggestions for accessing and rectifying the sidewalks.

**PROCLAMATION:**

- Retirement proclamation for Lt. Stephen Mesiti – The Mayor read into the record the retirement proclamation and presented it to Lt. Stephen Mesiti. Lt. Mesiti served the Village of Brockport for 20 years and his last day was August 28, 2021. Lt. Stephen Mesiti, Ret. thanked Chief Gary Zimmer, BPD, Ret. for hiring him part-time and Chief Dan Varrenti, BPD, Ret. for hiring him full-time and for their influence on his career path. He thanked Chief Cuzzupoli for being his friend and mentor and Lt. Wheat for being with him throughout his entire career. He expressed gratitude to all of the Brockport Police Officers for making his job easy. He thanked his family for their support over the years. He expressed appreciation and acknowledged this village board as the best board to work for during his 20 years and their support has been tremendous. Chief Cuzzupoli acknowledged and thanked the Carl and Sharon Mesiti for their support over the years. He spoke directly to Lt. Mesiti's children, Gabe and Emma, that they should always remember that their Dad was a great police officer. It would not be possible to sum up Lt. Mesiti's career in just a proclamation, although the proclamation was well done. Lt. Mesiti served beside Chief Cuzzupoli throughout his career. He wished Lt. Mesiti all the best for his future.

**PROMOTION:**

- Chief Cuzzupoli requested the village board to approve the promotion of Officer Scott Korn to the rank of Sergeant.

→ Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to approve the promotion of Officer Scott Korn to the rank of Sergeant. Motion carried 5-0.

**GUEST SPEAKERS:** Jackie Smith, Monroe County Legislator

- Pharmaceutical Take Back Day Oct 5<sup>th</sup>, 4-7 pm at the Clarkson Highway Garage, 3623 Lake Rd N, Brockport.
- Youth Awards from Monroe County August 2021: We have some exceptional young people in our community.
  - Girl Scout Troop 60360 from Brockport had a group of 8 that made it their mission to empower women in the community. Aurora Pardun, Indigo Pardun, Isabel Lesniak, Janessa Falkowski, Julia Kruger, Kyra Gleason, Mackenzie Monnier, and Stephanie Maar analyzed how women were portrayed and valued in broadcast, print, and streaming media. The group then worked in 2 locations creating and installing graphic art with positive and encouraging quotes, working as 2 murals.
  - Issac Trost from Boy Scout Troop 275 of Brockport worked with the Sweden/Clarkson Recreation Center Director to create a centralized kiosk for the Sweden Town Park. Issac built the kiosk to house the maps out of the elements, allowing visitors to safely navigate around the park.
  - Alexander James Bieler from Boy Scout Troop 324 of Hamlin designed, developed, and coded the app 'Scouting Around Clarkson'. 'Scouting Around Clarkson' is an interactive walking tour and scavenger hunt of Clarkson, NY.
  - Alison Cring from Hamlin has been an exceptional role model to all she encounters. During the busy school year Alison took time to assist teachers and students, as well as coach soccer and

referee.

- American Rescue Plan Act (ARPA) Funding – Monroe County is going to receive \$144,000,000. They are asking for feedback from the community. There will be a meeting scheduled for the west side of the county with community members and board members invited to attend.
- Manger Linden asked Leg. Smith about a federal program to purchase COVID-19 test kits in bulk and if the Monroe County Legislature is looking into purchasing them in bulk to save on costs. Leg. Smith intends to research the request and respond to Manager Linden.

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

- Grant for LED lighting \$52,000, for which previous Director Gouveia had applied, is being reapplied for use in other areas of the Seymour Library.
- There has been an increase in the Seymour Library's electric bill. Village Treasurer Hendricks will be investigating.
- The library board presented their budget for the 3 municipalities at a joint meeting on August 24, 2021, at the Sweden Town Hall. In response to questions some board members had, the library board finance committee has compiled information on salaries for their staff from 2019 to the present. They have met to update the budget and will set a date for a meeting to present their updated budget.
- At the Seymour Library Board meeting on 9/22/21, the board will be voting on the resolution to authorize the Memorandum of Understanding (MOU) and the Tri-Operating Agreement Lease between the 3 municipalities and the library.
- Insero & Co. will make their presentation of their audit at the library board meeting on 9/22/21.

**CONSENSUS ITEMS:**

- Minutes:
    - Organizational Meeting 7/19/21
    - Regular Meeting 8/16/21
- Trustee Halquist moved, Trustee LaPierre seconded, to approve the 7/19/21 Organizational Meeting and the 8/16/21 Regular Meeting Minutes. Motion carried 5-0.
- Special Meeting at Village Court 8/24/21
  - Joint Special Meeting at Town of Sweden 8/24/21
- Trustee Kristansen moved, Trustee Halquist seconded, to approve the 8/24/21 Special Meeting at Village Court and the 8/24/21 Joint Special Meeting at Sweden Town Hall for the Seymour Library Budget Presentation. Motion carried 4-0. Trustee/Deputy Mayor Crane abstained.
- Bills Abstract 8/18/21
    - A (General Fund)           \$ 61,041.40
    - F (Water Fund)           \$ 59,923.16
    - G (Sewer Fund)           \$ 4,950.98
    - Total**                   **\$ 125,915.54**
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- Bills Abstract 9/10/2021
    - A (General Fund)           \$ 120,774.20
    - F (Water Fund)           \$ 57,929.82
    - G (Sewer Fund)           \$ 2,454.38
    - Total**                   **\$ 181,158.40**
- Trustee Kristansen moved, Trustee Halquist seconded, to approve the Bills Abstract 8/18/21 and 9/10/21. Motion carried 5-0.

**MANAGER/CLERK REPORT:**

Manager/Clerk – Erica L. Linden

- Tax Collection – The tax collection deadline for the re-levy is approaching. A reminder to the public that there is an additional late fee on October 1<sup>st</sup>. The deadline for payment prior to re-levy is Oct 29<sup>th</sup>. A payment not received or postmarked by Oct 29<sup>th</sup> is turned over to the county for re-levy.
  - Final water bill calculations – request to amend the Fee Schedule from pro-rated calculation to minimum usage charge.
- Trustee Kristansen moved, Trustee LaPierre seconded, to amend the Fee Schedule from pro-rated calculation to minimum usage charge of \$20.60. Motion carried 5-0.
- Social Work Interns: Mckenzie Stein and Tee Malachi are shadowing different village departments during this year long process. They are learning how local government works, will be viewing village board meetings, observing village court, and community connections with Oak Orchard Health Care and Seymour Library. Each of them will be doing a specialized project in the spring with the intent of it benefiting the village. They are currently working at the Welcome Center.
  - Request authorization to close VH in afternoon for VH staff development, Thurs, Oct 7 target date
- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to authorize the afternoon closure of Village Hall for Village Hall staff development on or about Thursday, 10/7/21. Motion carried 5-0.
- Website updates – The village website needs multiple updates and fixes. Currently the news links are not working properly. Office staff and Steve Tanner, PinPoint Group are working on getting everything updated

and working accurately.

- Trustee LaPierre asked for data on the number of visits for each page that the public accesses. For the board to fund the website, it is important for them to know how much it is being used. Manager Linden responded that she has access that information and will provide it to the board.

#### **DEPARTMENT REPORTS:**

##### Treasurer – Daniel P. Hendricks – via Zoom

- Annual Update Document (AUD) Report 2020-21 – This report of the 2020-2021 fiscal year includes data of the village fiscal status. The General Fund finished in a positive direction, specifically due to the federal funds received. Treasurer Hendricks has concerns related to the Water Fund. The projected use of the Fund Balance was implemented. Treasurer Hendricks advised discussions to plan for the future of the Water Fund. The auditors will begin their annual financial audit in October.
- June 20, financials have been provided to the village board. July and August will be submitted in October. American Rescue Plan Act (ARPA) Funding has been received, a little over \$400,000. Discussions about how to use that funding is on going at upcoming meetings.

##### Building / Planning / Zoning / Code Enforcement – BI/CEO Chad H. Fabry

- Rental Property Inspections – This time of year there are generally 6-10 inspections of rental properties a day.
- Property maintenance focus in the Havenwood Dr and side streets and on Union St – There have been a number of property owners contacted by BI/ECEO Fabry with requests to correct any issues that are not in compliance with village code. Most owners have been receptive to the requests.
- Re-educating landlords regarding garbage pickup. King, Queen, Utica streets are hot spots – There have been a number of violations. Ultimately it is the landlord's responsibility to correct them.
- New Owner of former Flash's Tavern – A developer has purchased the property at 36 Erie St and is actively looking for a tenant to, hopefully, open a nice restaurant.
- Ash tree removals village-wide – Several notices have been sent out to the most perilous trees that could cause damage or injury. In consideration of the cost and difficulty in scheduling tree removal, BI/CEO Fabry is being lenient.
- Brockport Crossing Apt sewage main break – Over the Labor Day weekend, an apartment complex had a major plugged sewer line. There were 8 2-floor units and 25 people effected. Damage was significant, as cabinets and flooring had to be removed and replaced. Repairs were made quickly, with only one tenant displaced.

##### Brockport Police Department (BPD) – Chief Mark T. Cuzzupoli

- Update on Recruit Officer Camille Harrison – She has successfully completed Phase 2 of the Rural Police Training Academy at SUNY Geneseo and has begun Field Training.
- Update on Transfer Officer Ryan Kelly – His transfer went smoothly. He met the Monroe County Civil Service standards for transfer and will begin working for the BPD on September 22, 2021. He will be shadowing current officers for the next month.
- Lt. Wheat Ceremonial Swearing in is September 27<sup>th</sup> – Lt. Wheat has already been formally sworn in and is currently working as Lt. This will be a time to publicly acknowledge Lt. Wheat's promotion and accomplishments.
- Brockport Police Department received a thank you letter for K-9 Brock from Chief Mears, Ogden Police Department. K-9 Brock found a missing young person that was in distress. K-9 Brock has proven to be a valuable member to the BPD.
- Thank you to Superintendent Verace for coordinating the recent road and parking lot work. He is doing an excellent job.

##### Department of Public Works (DPW) – Superintendent Daniel Verace

- Main St. Bridge closure – NYS DOT is requesting approval for changing the elevations for 5 water valves, 3 of the sewer manholes, and removing 2 lamp posts. DPW is still waiting for confirmation that the changes are at no cost to the village. Once that is confirmed, the request will come before the village board for a resolution.
  - Road work updates – On 9/21 paving will begin on Quarry St, Perry St, and finishing up on Chappell St. with curbs on 9/24. Notifications have been sent out to residents and the Brockport Center School District Bus Garage.
  - Water Main Flushing will be the week of Oct-12-15 and Brush Pick Up will be the week of Oct 18. Notices will be in the Westside News and on the village website.
  - Requesting authorization for DPW Superintendent Verace to attend annual NYCOM Public Works School (Oct 18-20) in Saratoga Springs
- Mayor Blackman moved, Trustee LaPierre seconded, to authorize DPW Superintendent Verace to attend annual NYCOM Public Works School 10/18/21-10/20/21. Motion carried 5-0.
- Bobcat replacement is on an annual replacement plan every October. Currently the Bobcat is in disrepair and DPW has a loaner from Bobcat of the Finger Lakes. All Bobcats are on backorder and a replacement may not be available until spring 2022.
- Trustee LaPierre moved, Trustee Kristansen seconded, to approve the Bobcat replacement. Motion carried 5-0.
- Market St. Update – The crossing by Park Ave has been paved. The DPW's main concern is getting all the roads paved before the winter season. The goal is to get Market St completed before the Main St bridge closure in Aug 2022.

**OLD or NEW BUSINESS:**

- Community Development Block Grant (CDBG) – the village has received \$75,000 for Glendale Sidewalk Installation and this will be added to the queue for DPW.
  - Authorize resolution for the Transportation Alternatives Program (TAP) grant application for pedestrian and bicycle safety improvement for the Smith St. Bridge to be submitted on September 27, 2021. The request is not to exceed \$3 million with a 20% cash match to be leveraged from other sources, which could be in kind sources or the American Rescue Plan Act (ARPA) funds.
    - Mayor Blackman explained that the pedestrian and cyclist improvements, include continuous sidewalk on east side across the bridge, which are now impeded by guard rails, rebuilding stairs, metal bicycle plates with smaller holed grid down the middle of the bridge, crosswalks at the base of Clinton St and at top of Smith St, stoplights that can be pedestrian and cyclist activated and repair of the retaining wall. Work would not begin until 2023, after the Main St bridge reopens.
- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to authorize the mayor to sign the TAP grant application not to exceed \$3 million with a 20% cash match to be leveraged from other sources. Motion carried 5-0.
- Community Choice Aggregation (CCA) program (electric) – Mayor Blackman commented that 22 people were incorrectly enrolled in the CCA electric supply after they had opted out. They have all been contacted and that error corrected by the CCA. The error was at that level, not the village level. Those who were opted in received two letters from National Grid, the second one dated September 2 was confusing. It stated that as of your next meter reading you would not be receiving service from Constellation New Energy, the chosen energy supplier by Finger Lakes Community Choice. The key to that letter was in the phrase Constellation New Energy Nelson Aggregation. Constellation had aggregated us into the wrong group. They are currently making the correction; there is no change in the rates we were quoted, and the September 2 letter from National Grid can be ignored. You are with National Grid as your supplier, and they will read your meter until we are switched. Everyone who has not opted out will be receiving a letter of explanation from Finger Lakes Community Choice. When we are switched to Constellation as our supplier you will receive a letter from Finger Lakes CCA confirming that switch, and a letter from National Grid noting the Constellation Energy is now your supplier. The mistake has delayed the switch by a month or so, but that's it.
  - Brockport Paddle Pedal Excursions on the Canal – Mayor Blackman commented that the widely advertised kayaking and biking excursions from the Brockport Welcome Center have been enthusiastically received with 240 people signing up for the tours before they even began on Saturday, September 18<sup>th</sup>. There are still slots available because what typically happens with free events is that there is no penalty for not showing, so if you are interested go to the Eventbrite site listed on the Village of Brockport Facebook page and website and to check for cancelations. The excursions are for three more weekends in Sept/October. The village is very grateful for the number of volunteers that have donated their time and skills to make these excursions successful. Many thanks to the New York Power Authority (NYPA) for choosing Brockport as the site for these excursions, for fully funding and supplying the 10 kayaks and gear, 5 new bikes, 10 helmets, and a covered trailer to haul them for the event. At the end of the excursions, the village will own the kayaks and gear, bikes, helmets, and the covered trailer. The Welcome Center will be closing for the season on October 13<sup>th</sup>. The village will have time during the off season to develop a plan for utilizing the kayaks and adding the bikes to their free loan program for the next season at the Welcome Center, which begins mid-May 2022.

**VILLAGE BOARD ANNOUNCEMENTS:**

- Village Workshop September 27<sup>th</sup>

**ADJOURNMENT**

- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to adjourn the regular meeting at 8:18 pm. Motion carried 5-0.

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Erica Linden, Village Manager