

VILLAGE BOARD - MEETING Minutes

Monday, May 18, 2020 7:00pm

Location: Zoom teleconferencing, per New York State Executive Order 202.1 the open meeting law has been suspended until June 1, 2020. Members of the public may listen to the meeting via telephone. **To do so, dial +1 (646) 558-8656. Meeting ID: 826 4855 6718 Password: 786241**

Questions and comments will be taken via email: mblackman@brockportny.org

Present: Mayor Margay Blackman, Deputy Mayor/Trustee John LaPierre, Trustee Kathy Kristansen, Trustee Annie Crane, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Treasurer Daniel Hendricks, Chief Mark Cuzzupoli, Superintendent of Public Works Harry Donahue, BI/CEO Chad Fabry, Attorney Daniel Mastrella, Susan Smith, Joan Hamlin, Chris Hamlin.

CALL TO ORDER Mayor Blackman called the meeting to order at 7pm.

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies, especially those on front lines of the corona pandemic

PUBLIC COMMENT: Comments and questions will be accepted via email and can be sent during the board meeting to mblackman@brockportny.org - No comment.

CONSENSUS ITEMS:

- Approval of minutes – 4/6/20

→ Trustee Kristansen moved, Trustee Crane seconded, motion carried 5/0.

- Approval of bills to be paid: Bills Abstract 5/12/2020

A (General Fund)	\$45,060.69
F (Water Fund)	\$59,856.14
G (Sewer Fund)	\$6.31
TOTAL	\$104,923.14

→ Trustee Kristansen moved, Trustee Halquist seconded, motion carried 5/0.

CLERK/MANAGER REPORT:

Clerk/Manager – Erica L. Linden

- Plans for opening village government
Employees of village hall have been working remotely while taking turns rotating days in the office. They will return to full staff in the office June 1, 2020. The public will continue to use the drop box, the postal service, and the drive-up window for transactions. On June 8, 2020, we will open village hall to walk-in traffic from the public. Masking requirements and social distancing will be in place, masks required in all public spaces and anytime an employee is up from their workstation or less than 6 ft from another individual. All members of the public will be required to mask to enter. Any member of the public preferring other methods of interaction, such as the drive-up window, are encouraged to do so. Tax bills, to be mailed at the end of the month, are asked to be mailed, dropped off in the locked drop box, or paid at the drive-up window to minimize in person contact during this busy season.

Our essential workers – police and DPW have continued to operate and will be subject to the same masking and distancing requirements going forward.

SEYMOUR LIBRARY REPORT:

Seymour Library Board Member – Bernie LoBracco

Village Taxpayers: How much do we pay for the Sweden Community Center and the Library?

Community Center

Leisa Strabel, Town of Sweden Director of Finance indicated that all taxpayers in the Town of Sweden inside the village or outside pay \$0.43/\$1000 toward the Community Center.

The Sweden Town Tax Levy for village residents is \$614,379 based on \$2.59/\$1000. If \$0.43 of that \$2.59 goes toward the Community Center we can calculate how much from village taxpayers supports the Community Center: (\$0.43/\$2.59) * \$614,379 = \$102,002.

Since the total tax levy for the Community Center is \$433,084 and Clarkson pays one third, the breakdown given by Leisa is: Town of Sweden: \$288,738 Clarkson: \$144,346

Since village residents in Sweden contribute \$102,002 that leaves \$186,736 for Sweden residents outside the village.

Summary:

Brockport \$102,002 (23.6%) **Sweden** (outside village) \$186,736 (43.1%) **Clarkson** \$144,346 (33.3%)

Library

The Library support from the municipalities is based on population. For 2020 the amounts are:

Brockport \$201,115 (39.2%) **Sweden** (outside village) \$141,336 (27.6%) **Clarkson** \$141,336 (33.2%)

The following table shows the total amounts paid by each municipality toward the library and the community center:

	Sweden (outside village)	Clarkson	Brockport
Community Center	186,736	144,346	102,002
Library	141,336	170,359	201,115
Total	328,072 (34.7%)	314,705 (33.3%)	303,117 (32%)

DEPARTMENT REPORTS:

Treasurer – Daniel P. Hendricks

- April financial statements are in the agenda packet, available to answer any questions. There are standard end of year budget transfers included, made each year into three reserve accounts: Smith Street bridge maintenance, DPW equipment and Water. We are wrapping up the end of the FY year, as it closes May 31.
- AIM aid – we received these funds last week, New York State notified us in February they were moving the payment release date to May. Our standard allocation of \$110,171 was received.

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

- Sidewalk Café Permit language – we’ve discussed with Attorney Mastrella about changing the parameters to help our restaurants operate during covid by expanding outside dining options. We cannot permit tents as has been suggested due to fire code. However, we would like to be as flexible as possible to help businesses continue to operate and keep people outside.

Attorney Mastrella mentioned that instead of amending the code, which would take a local law, the village board could choose to temporarily suspend the current sidewalk café permit requirements in the code for the season.

Discussion of safety, of keeping outdoor seating out of walkways, and having business continue to provide proof of insurance to the village.

→ Mayor Blackman moved and Trustee Kristansen seconded the following motion:

The sidewalk café section of the code, including permit fees, is temporarily suspended for the 2020 season. Sidewalk café/ merchant areas will be allowed as long as they do not unreasonably interfere with pedestrian traffic or with persons exiting their vehicles and will occupy and use no more than 50% of the public sidewalk and provide a trash receptacle. Proof of insurance must be provided to the Village.

The motion carried, 5-0.

Police – Chief Mark T. Cuzzupoli

- Criminal Investigator MOU
The Stetson Club has submitted an MOU for approval to appoint an officer as a Criminal Investigator (attached). A formal selection process will take place with an appointment of the chosen officer to take place on or about May 10th.

→ Trustee Kristansen moved, Deputy Mayor/Trustee LaPierre seconded to authorize the Mayor to sign the MOU with the Stetson Club approving the Criminal Investigator position. Motion carried 5-0.

Public Works – Harry G. Donahue

- Bobcat annual replacement
The Bobcat annual replacement is a program the DPW participates in each year to trade in our Bobcat for a new model. The cost is \$6,376.40.

→ Deputy Mayor/Trustee LaPierre moved, Trustee Crane seconded to authorize the Bobcat annual replacement, motion carried 5/0.

PERSONNEL ITEMS: Working Foreman recommendation for appointment

Superintendent Donahue spoke to this appointment. On March 16, 2020, the Village Board authorized the Dept. of Public Works to open the Working Foreman position to applications. Applications were taken internally, and an interview committee comprised of myself, Manager Linden, and Deputy Mayor LaPierre met to interview three excellent candidates. The committee's recommendation to the Board is to appoint Laborer Keith Marshall as Working Foreman.

→ Deputy Mayor/Trustee LaPierre moved, Trustee Kristansen seconded, to appoint Keith Marshall as Working Foreman. Motion carried 5/0.

OLD or NEW BUSINESS:

- COVID-19 updates, mayor videos. We produced the second video in what is becoming a running series on COVID 19 and NYS's reopening. Posted on FB and under COVID 19 Section under the news tab on our homepage. A few highlights: remote meetings will continue thru June 6th and probably beyond because board meetings have the potential to be large gatherings. An addition to the testing is any individual who would return to the workplace in Phase 1. Phase 2 should, if all goes well, begin May 29, and happily that includes hair salons and barbers. Each phase has minimum of 2 weeks (incubation period). Churches—will be phase 4 but they are looking at other ways of doing church services. Dr. Mendoza (today) encouraged like businesses to pull together, pool their questions, and he would be happy to meet with them. Also emphasized the importance of continuing to maintain social distancing and mask wearing.
- Mask distribution—9th and 13th of May we distributed over 28,000 masks at Oliver Middle School to Brockport residents, and to those who serve migrant workers, to Lifetime Assistance, BCSD to be given out with school lunches, and to the BMA to distribute to all Brockport businesses in advance of opening up. Some will also be going to the library. Thanks to BCSD security and facilities crew, to VB members, Codes Dept and village hall staff, community members, and BPD for their help in packaging and handing out masks.
- Café permits and the need for flexibility has been brought to our attention. Jo Matela's sent me an email regarding the limited capacity opening for restaurants and how unsustainable that limited capacity is for such businesses. Restaurants are slated for 25% capacity opening in Phase 3, tentatively June 12. Jo's request is for the village to assist local merchants in bringing their dining outside. I agreed to include her email in the minutes (see attached). Not all of her suggestions were possible for us to implement but hopefully our earlier decision on café permits will be helpful.
- Canal opening -- We received an update on Friday on the canal opening. The full document will be posted on the Welcome Center FB page, village FB page and website. Western section of the canal from lock 33 in Henrietta to Lockport is currently being filled for irrigation purposes which means no lift bridge operation currently. By July 4th, from Oneida Lake in Central NY to Lockport the canal will open for navigation. Mohawk Region sometime between July 4 and August 10, Capital Region and Lockport to Tonawanda TBD. So through navigation the entire length of the canal is questionable this season.

VILLAGE BOARD ANNOUNCEMENTS:

Trustee Kristansen:

- GBDC is pondering possibilities for 2020 Summer Serenades. I told them I'd email the board, gather suggestions and report back to GBDC on what may or may not be possible.
- No word yet on the 2020 Brockport Arts Festival, a decision will be made by June 1st.
- Tree surrounds have been cleaned up from winter. Myrtle is blooming and filling in. I will be filling in where the myrtle is lacking in the next couple of weeks.
- Hanging Baskets...waterers needed!! Please contact kkristansen@brockportny.org, training provided!
- BMA is up and running during Phase 1 re-opening. BMA leadership is doing a great job of connecting with patrons via social networking while advertising and supporting businesses with their re-opening plans and strategies.

ADJOURNMENT

→ Trustee Halquist moved, Trustee Crane seconded, to adjourn the meeting at 8:35pm. Motion carried, 5-0.

Respectfully Submitted

Erica L. Linden
Village Manager/Clerk