

# UNAPPROVED

**The Regular Meeting of the Board of Trustees of the Village of Brockport was held Monday, December 16, 2024 at 7:00 pm. Village Board and members of the public in person at 49 State St, Village Court, and remote location through Zoom.**

**PRESENT:** Mayor Margaret Blackman, Trustee/Deputy Mayor Annette Crane, Trustee Katherine Kristansen, Trustee Ben Reed, Trustee Joanne Bocach, Manager/Clerk Erica Linden, Clerk/Treasurer Kari Pardun, Building Inspector /Code Enforcement Officer Chad Fabry, Chief Paul Wheat, Recorder Susan Smith

**ALSO PRESENT:** Carol Hannan, Kevin Jenkins, Shannon Megna, Taryn Hilliker, Diana Butterfield, Don Roberts, Bob LeSuer, Fred Webster

**VIA ZOOM:** Attorney Daniel J. Mastrella, Esq., Joan Hamlin, Chris Hamlin, unidentified phone

**EXCUSED:** Superintendent Dan Verace

**CALL TO ORDER/PLEDGE:** Mayor Blackman called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

**MOMENT OF SILENCE:** to honor those who serve our Country, enforce our laws, & respond to emergencies

**CERTIFICATES AND PROCLAMATIONS:** None

**PUBLIC COMMENT:** Comments/questions Policy for Public Comment: 5 min/per person/ state name and address for record / clearly address the Board. Virtual participants can raise their hands and will be called on to speak. All remarks shall be addressed to the Board as a body and not to any member thereof. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

- Kevin Jenkins, 153 West Ave – Mr. Jenkins' written comments were submitted to Village Manager/Clerk Linden, as follows: "LLC's were opened up in the name of the Village of Brockport code enforcer. On August 8, 2024 both homes, 89 High Street and 74 Spring Street were sold for \$21,250 each to the Code enforcement in the Village of Brockport have recently red tagged a few homes in the village. The reason for the red tags are the homes have been vacant for a while. The problem with this plan is code enforcement is picking and choosing which homes to red tag. One home at 89 High Street and another at 74 Spring Street (These two properties back up to each other), have been vacant for quite a while. Why weren't these properties red tagged? Could it be that the Village of Brockport code enforcement officer negotiated a sale on these two homes for \$21,250 each to the code officer? This is well below the market value. They were never put on the open market. Could the reason they were not red tagged be because the code enforcer was buying cheap? On July 8, 2024, two LLC's were opened up in the name of the Village of Brockport code enforcer. On August 8, 2024 both homes, 89 High Street and 74 Spring Street were sold for \$21,250 each to the Village of Brockport code enforcer. There is work being done on home at 89 High Street. There was no building permit visible. On December 1st I contacted code enforcement office to see why there was no building permit. On December 3rd a piece of paper was put in the second story window. (code enforcement said it was put in second in second story window.) You cannot read anything on paper. The building permit is supposed to be visible to the public. I have never seen a building permit put on a second story window. There is an ethics standard for the Village of Brockport employees. Which I have enclosed with my papers and every employee has a copy in the village handbook. The Standard says: go to Code of Ethics § 13-1 Need for standards. 'As local government becomes increasingly complex and as our democratic processes draw citizens from every walk of life, there is increasing need for standards of ethical conduct as a guide for public officers. These standards must rest primarily on personal integrity and on community vigilance; law cannot in itself create moral fiber, nor can law quicken the civic conscience. In support of these basic standards, it is the purpose of this chapter to define areas of conflicts of interest in Village transactions. This chapter has as its purpose the protection of the public from municipal contracts influenced by avaricious officers, and to protect public officers from unwarranted assaults on their integrity.' Again, my report requesting the Village of Brockport code enforcer to resign immediately. If this does not occur, I am asking the mayor and the board of trustees to contact Albany and request a full, independent investigation in all activities. This is a poor look for our village, and it is a conflict of interest. I received a copy of the building permit this afternoon. The person who signed it is the second code enforcement officer for the Village of Brockport. How can the Village of Brockport code enforcer issue a Building permit to the other Village of Brockport code officer's property? This is unethical and serious conflict of interest. I also ask the Village of Brockport to make all financial findings and final report made public to the village and the community."
- Carol Hannan, 292 Main St – Ms. Hannan expressed that she had concerns about the two properties that were supposed to be red tagged but were sold to the Code Enforcement Officer. She had planned to write to the Ethics Board to ask them to look into this matter and determine if the actions were ethical. However, since the details are now public, she felt it was no longer necessary to send the letter. She thought it important to clear the air and ensure that ethics and laws were followed so this issue could be resolved. The village should act with integrity, and the public needs reassurance that there were no conflicts of interest. She suggested the Brockport Police Department investigate and report their findings publicly.
- BI/CEO Fabry asked the Board for permission to respond to the public comments made by Mr. Jenkins and Ms.

Hannan. He refrained from the specifics of the transaction that led to the purchase of two houses. With careful thought, he purchased the properties because they are the two single worst houses in the village. They were virtually unsellable in the condition they were in, and the property owner approached BI/CEO Farby for a solution. The transaction is 100% legal. There is no law that says a Code Enforcement Officer can't issue himself or herself a permit and do his or her own inspections. There is no conflict of interest in that regard. However, to avoid the perception of a conflict of interest, another Code Enforcement Officer reviewed and issued permits for the property. In addition, the Village is in the process of entering into an Intermunicipal Agreement with another municipality to perform the balance of the inspections on these properties. BI/CEO Farby apologized to the Board for this distraction because it's a waste of time and energy. He welcomes any kind of investigation that anybody chooses to have done, and he will participate 100%. He has paid all fees and has registered the properties according to all requirements. For those that may be unaware, some of the properties did not get a Red Tag, because any property with an active building permit, the scope of which prohibits occupation of the property, does not get a Red Tag. There's a 1-year waiver on those permits. That is the way the law is written. No exception has been applied to these two properties in question. In addition, there are a few other properties that are not Red Tagged because they didn't make the 1st round of issuing Red Tags. Prior to the 2<sup>nd</sup> round of Red Tag issuance, a property owner raised an objection to the process of issuing Red Tags to vacant homes. The 1<sup>st</sup> round of properties that are Red Tagged will remain tagged until there is a resolution of the violations. The 2<sup>nd</sup> round of properties that were slated to be Red Tagged are on hold until the Village Board issues a decision regarding the vacant property process.

**GUEST SPEAKERS:** None

**CONSENSUS ITEMS:**

- Minutes: 12/02/2024

→ Trustee Kristansen moved, Trustee Reed seconded, to approve the 12/02/2024 minutes.

Discussion: A statement was considered for amendment until it was determined that it should remain on record.

Motion carried 5-0.

- Bills Abstract 12/13/2024
  - A (General Fund)           \$ 83,308.01
  - F (Water Fund)           \$ 49,134.08
  - G (Sewer Fund)           \$ 301.24
  - **TOTAL**                   **\$132,743.33**

→ Trustee/Deputy Mayor Crane moved, Trustee Reed seconded, to approve the Bills Abstract 12/13/2024.

Discussion: None

Motion carried 5-0.

**MANAGER/CLERK REPORT:**

Manager/Clerk – Erica L. Linden

- Manager Linden began with an apology for an error on the posted agenda for this meeting. Under Public Works, it should have been “lowest bid” for lean-to materials and “highest bid” for auction of the BPD vehicle.
- SBDC meeting January 13<sup>th</sup> at Custom House – Village staff is working with the SUNY Small Business Development Center to provide some additional resources to our local business community. We're hosting a roundtable meeting on January 13<sup>th</sup>. Thanks to Custom House for hosting the meeting. Manager Linden will be contacting local business owners, after the holiday rush, to invite them to a listening session. The intent is to plug business owners into resources and help them move past what has been a long bridge closure and into the New Year. A representative from Congressman Morelli's office may also be attending.
- Staff Holiday Party – A reminder that Village Offices will be closed on December 19<sup>th</sup> until 10 am for the party.
- Grant projects – Manager Linden has been working with the Grant Writer on several small and larger grant applications that she will be bringing to the Board based on the deadlines. Some of the smaller grants include bike racks, micro mobility charging stations (to be located at the Seymour Library), and a pilot composting program for residents. Some of the larger opportunities include a shared equipment grant with the Town of Sweden (on this meeting's agenda) and infrastructure grants. As those deadlines get closer, we'll be coming to the board with an explanation of the programs and a request to approve grant applications.
- Future workshops in planning – Village staff is considering some more code revisions, which include Vacant Properties, which Chad will touch on during his report, and some internal policies to improve our operations. Budget

preparations are well underway for the Budget Workshop in February, and in the works is an Intermunicipal Agreement with another municipality to provide building inspection and code enforcement when appropriate.

## DEPARTMENT REPORTS:

### Clerk Treasurer – Kari Pardun

- Financial reports for November – The Board received the November Financials.
    - Notes: On the 3rd to the last page, are some notes for three items not covered by Amendments and Transfers. The 1st item is postage, line A1325.4060, which shows as being over budget. That expense will be distributed across the departments at the end of the fiscal year. The 2nd item is uniforms, affecting 2 lines, A5110.4080 and F8340.8040. The season is ending soon, and that budget line will then be adjusted. The 3rd item is library construction, line A9030.8000. Once bills are sorted accordingly between the 3 municipalities and the library, there will be a clear line, as money is moved from reserves line to the expenditure line.
  - Approval of Budget Amendments and Transfers
    - Budget Transfers: see the 2nd to the last page for Requested Budget Transfers
      - \$3,477: Contingency Fund to General Fund Insurance, for automobile adjustments.
      - \$8,527: Contingency Fund to Police Retirement System Payment, for a 2% budget deficit.
      - \$4,000: Sanitary Sewers Truck Parts to Contractual, for ongoing expenses.
- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to approve the requested Budget Transfers from the 2024 November Financials.  
Discussion: None  
Motion carried 5-0.
- Budget Amendments: see the last page for Requested Budget Transfers
    - \$200,000: Establish Boat House Account Revenues – NYS Grants \$150,000 + NYS Dorm Auth. \$50,000
    - \$23,717: Transfer from Boat House Reserve Account
    - \$7,108: Other Revenues (Fundraising, Donations, Misc.)
    - \$2,000: Social Security Expense due to increase in labor expense in Sewer Fund
- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to approve the requested Budget Amendments from the 2024 November Financials.  
Discussion: The Board discussed with Treasurer Pardun the \$7,108 in Other Revenues came from interest on the basic savings account and will be credited to the boathouse to cover its \$230,000 expenses. This funding avoids taxpayer dollars by using investment interest, as the boathouse needs about \$7,000 more from existing funds.  
Motion carried 4-1, Trustee Bocach opposed.

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

- 3 lot subdivision on Anita's Lane (Sunflower Landing) update – After receiving approval and granted a Planning/Zoning Board area variance, the developer changed his plans. He now plans to build single family homes that more closely align with the structures already on Anita's Lane. He will be going back to the Planning/Zoning Board for a setback variance.
- Working to offer modifications to the code regarding vacant properties – As mentioned earlier in this meeting, concerns have been raised by some property owners the process of registering vacant properties and allowing for exceptions for owners maintaining a home that is not occupied with residents but is being used for other purposes such as family gatherings or guest accommodations but not as rentals. More research is needed to find other communities that may have addressed this issue and developed a mechanism for this particular dilemma.
- Landlords who have not completed Residential Rental Registration (RRR) forms – There is a problem with some landlords who have either not registered their properties or have expired certificates of occupancy. This affects 41 properties, with several properties owned by the same landlords. The concern is that once a \$500 fine is applied, there are no other ways to make these landlords comply, and evicting college students would create more issues for families. There is a dilemma about what actions to take, such as increasing penalties or taking landlords to court, which is a lengthy and labor-intensive process. Many tenants may not know that their homes are not compliant, as some properties had previously addressed immediate issues but still lack registration or reinspection. It is important that tenants know about compliance issues for their safety, especially for vulnerable residents living in some of these properties. The village has a legal obligation to inspect apartments, but landlords are not cooperating. While most landlords follow the rules, a small group causes problems, leading to frustration in the community. Options for enforcement, such as requiring the fire department to check properties, are limited without landlord permission. The

village may need to consider new ways to ensure compliance or face increased legal costs, impacting taxpayers. Overall, the situation is frustrating and requires a solution to hold non-compliant landlords accountable without unfairly punishing responsible landlords.

Police – Chief Paul Wheat, Brockport Police Dept (BPD)

- Reaccreditation ceremony – On December 5<sup>th</sup>, Accreditation Manager Officer Cave, Lt Korn, and Chief Wheat attended the Reaccreditation Ceremony in Albany, where BPD received a plaque. Reaccreditation is good for 5 years, with a mid-point electronic submission in 2.5 years.
- Festival of Lights Parade report – Overall, the parade went really well in the second year with the northbound route. Organizers need to improve communication with residents about access to their homes. Once the bridge is open, everything should run more smoothly. In consideration for next year, the parade route may continue traveling northbound, over the Main Street bridge to the hospital.
- Santa Con report – Last year, college students organized a Santa party, aka Santa Con, that closed down King Street. Intel received by the BPD for plans of another Santa Con on December 7<sup>th</sup> concerned local authorities, due to possible large crowds. Lt Korn communicated with landlords on King Street, who expressed their desire to avoid issues caused by such gatherings. They helped notify their tenants about the potential consequences. Still, about 100 college students were on King Street and larger groups were gathering throughout the village, which led to several arrests and an out-of-control snowball fight on Maxon Street. Authorities are continually collaborating and seeking new ways to prevent these types of events and are preparing for future situations.
- BPD Officer of the Month - This award is not given every month. It had actually few years. Therefore, an officer receiving this has gone above and beyond their duty. Sgt Catlin nominated Officer Kelly for the month of October. The nomination was reviewed and approved by the BPD Awards Committee and Trustee Kristansen, Village Board Liaison. I would like to read it into the record Sgt Catlin's nomination.

"I would like to formally recognize Officer Ryan Kelly for his outstanding performance during the month of October 2024, as a first platoon Officer. Officer Kelly is a go-to Officer and is always looking for work. Officer Kelly is a problem solver and is a great asset to the first platoon. During the Month of October, Officer Kelly took the reins in organizing and working diligently in the property room ahead of our Accreditation Assessment to include filing paperwork, returning property to owners and rearranging the space to maximize efficiency. Additionally, Officer Kelly spent time at the Police Academy instructing defensive tactics to Police Recruits. All the while, Officer Kelly exceeded his normal duty hours, logging over 24 hours of overtime. While on patrol, Officer Kelly led the Department in arrests, effectively contributing to one third of the total arrests for the Department. While doing so, Officer Kelly spent over 15 hours on directed foot patrols throughout the Village. Officer Kelly's performance during the month of October showcases the well-rounded Officer that he is. Officer Kelly operates at a high level and sets an example for other officers. I believe that Officer Kelly's performance during the month of October is worthy of recognition and deserving of an Officer of the Month commendation."

Public Works – Superintendent Dan Verace, excused; Manager Linden gave his report.

- Request to purchase GreenWorks Utility Vehicle from LandPro Equipment/ NYSERDA grant of \$10k
  - Balance of funds needed (\$5,749) will be split between exiting budget lines

Manager Linden commented on the request to buy a utility vehicle using a grant that has been unused for months due to high prices. The vehicle is currently discounted by \$5,000, making it a more affordable choice. The vehicle will be helpful for various jobs, such as during festivals and trash pickup, as well as monitoring the canal path and pedestrian bridge.

→ Trustee Kristansen moved, Trustee Bocach seconded, to approve the purchase of a GreenWorks Utility Vehicle from LandPro Equipment using the NYSERDA grant of \$10,000 and the balance of \$5,749 to be split between exiting budget lines.

Discussion: None  
Motion carried 5-0.

- Request to approve the lowest bid for DPW lean-to materials from Stockham Lumber Company.

→ Mayor Blackman moved, Trustee Kristansen seconded, to approve the lowest bid for DPW lean-to materials from Stockham Lumber Co. at the cost of \$28,402.95.

Discussion: Manager Linden clarified to the Board that the steel beam requirement was a complication for most companies, which is why only one bid was received.  
Motion carried 5-0.

- Accept Auctions International lowest bid for BPD vehicle

→ Trustee/Deputy Mayor Crane moved, Trustee Kristansen seconded, to approve the highest bid for the BPD 1998 Toyota Tacoma SRS Pick Up Truck from Actions International of \$1,025.  
 Discussion: None  
 Motion carried 5-0.

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

**OLD or NEW BUSINESS:**

- Local Government Efficiency Grant – application approval for a joint application with the Town of Sweden for a Vac Truck

→ WHEREAS, the Village of Brockport aims to consistently cooperate and collaborate with other local governments to reduce the cost of municipal operations and modernize the delivery of local services, thereby limiting growth in property taxes;

WHEREAS, the Village wishes to expand upon, enhance, and upgrade its use of a sewer truck as part of an existing shared services agreement with the Town of Sweden, as noted in the 2017-2018 Monroe County Shared Services Plan, to deliver more efficient government services for their residents;

WHEREAS, the Village has engaged a grant consultant to develop an application to the Local Government Efficiency Program, administered by the New York Department of State’s Division of Local Government Services;

WHEREAS, both the Village and Town have the financial resources available to meet the grant program’s matching funds requirement;

Now, therefore, be it RESOLVED that the Brockport Village Board does hereby authorize the submission of a Local Government Efficiency (LGE) implementation grant. The Village and Town will request funding for no more than 90% of the total project cost to secure a new combination vacuum truck. The grant request will be jointly submitted with the Town of Sweden in an amount not to exceed \$250,000 per municipality or \$1,250,000 in total funds requested. The Village and Town will provide local cash matching funds equal to at least 10% of the total project cost.

Moved by: Trustee/Deputy Mayor Crane

Seconded by: Trustee Kristansen

Discussion: The Vac Truck helps with the sanitary and storm sewer systems. It is expensive, and the village shares one with the Town of Sweden. This grant covers 90% of the cost, with both the village and the town contributing 5% each. The application last year but was unsuccessful due to funding limits. The current equipment needs replacement and will help significantly. The Vac Truck cleans out catch basins and has benefits for worker safety and efficiency. We have asked the town of Sweden to confirm that their match will not include village residents tax payments, to avoid charging our residents for three-quarters of the match. Trustee/Deputy Mayor Crane requested to amend her motion.

MOTION TO AMEND: To in include in the Resolution that the Town of Sweden is to ensure their share local match is not from Village of Brockport residents.

Moved by: Trustee/Deputy Mayor Crane

Seconded by: Trustee Kristansen

Discussion: None

Roll Call Vote:

Mayor Blackman	Yes
Trustee/Deputy Mayor Crane	Yes
Trustee Kristansen	Yes
Trustee Reed	Yes
Trustee Bocach	Yes

Motion carried 5-0.

- Authorize the Mayor to sign Local Government Efficiency Memorandum of Understanding Village of Brockport and Town of Sweden

→ This Memorandum of Understanding (MOU) is made by and between the Village of Brockport (headquartered at 127 Main Street, Brockport, NY 14420) and the Town of Sweden (headquartered at 18 State Street, Brockport, NY 14420) to ensure effective use of New York State Local Government Efficiency (LGE) grant monies under RFA #24-LGE-35, should funds be awarded. This MOU formalizes the relationship between the two parties to reduce the cost of municipal operations and modernize the delivery of local services, thereby limiting growth in property taxes for both the Village and Town (hereafter collectively referred to as “the Parties”).

Now, WHEREAS, the Parties wish to improve the effectiveness of municipal operations, specifically with regards to

water, wastewater, and sanitary sewer work; and

WHEREAS, the Parties identified the LGE Implementation grant option as a potential funding source to purchase a new combination vacuum truck to deliver cost and time savings for both Brockport's Department of Public Works and Sweden's Highway Department, leading to improved and more efficient services delivered for residents,

NOW, THEREFORE, the Parties mutually agree as follows.

1. The Village of Brockport, acting as lead grant applicant, will submit the grant application for LGE Implementation funds ahead of the current funding round's January 24th, 2025 grant deadline.
2. The Parties will provide local cash matching funds equal to at least 10% of the total project cost.
3. The Parties' grant request will not exceed \$250,000 for each local government involved in the project, nor will it exceed \$1,250,000 in total.
4. The Parties recognize that the LGE grant is a reimbursement program, and they will not incur expenses prior to the start date of the state contract.
5. The Parties will return state contracts to DOS within ninety (90) days from the date DOS sends the complete contract package to the awardee to ensure that funds go to applicants that are ready to move forward. It is anticipated that the approved contract will have a five-year term.
6. The Parties will manage projects in accordance with the terms and conditions of the state contract, including following state and local procurement policies.

Moved by: Trustee Kristansen

Seconded by: Trustee Reed

Discussion: None

Roll Call Vote:

Mayor Blackman	Yes
Trustee/Deputy Mayor Crane	Yes
Trustee Kristansen	Yes
Trustee Reed	Yes
Trustee Bocach	Yes

Motion carried 5-0.

- NY Conference of Mayors (NYCOM) February Legislative Meeting – approval of board members to attend  
Mayor Blackman commented that the NYCOM February Legislative Meeting is an event where municipalities lobby the legislature for various issues. This meeting has been attended consistently by representatives from Brockport, often including the Mayor, who has been actively trying to reclaim SUNY Impact Aid money. Previous funding was lost, which has led to efforts by the Mayor and Deputy Mayor to regain it. A new Legislative Director at NYCOM, Brian Coffin, is also working to support their cause. Therefore, the Mayor and Deputy Mayor requested that they attend. Trustee Bocach also expressed an interest in attending the meeting. The budget allows for \$2,000 for trustees to attend these meetings, covering two meetings, presumably for two different trustees. There are two NYCOM meetings each year: a Legislative Meeting in February and an Annual Meeting in May. Trustee Bocach suggested establishing a policy to send both the mayor and a newer trustee to these meetings to help them learn the process. The Mayor's proposal was for Deputy Mayor Crane and herself to attend the Legislative Meeting due to their involvement in the SUNY discussion. The Mayor also explained a new trustee would benefit more from the Annual Meeting for training.

→ Mayor Blackman moved, Trustee Kristansen seconded, to approve Mayor Blackman and Trustee/Deputy Mayor Crane attendance at the February Legislative Meeting in Albany, NY on February 2-4, 2025.

Discussion: Trustee Kristansen emphasized the importance of the May Annual Meeting, rather than the February Legislative Meeting, for new trustees as it helps in skill development. She mentioned the availability of workshops and other resources that are beneficial for ongoing trustee education. Trustee Kristansen encouraged others to utilize these resources before deciding on attending the formal meeting in May. Trustee Bocach raised concerns were raised about sending multiple trustees to hear the same information when funding is limited. It was suggested that involving a newer trustee alongside a seasoned one ensures continuity of knowledge. The Mayor reiterated the significance of the legislative meeting, especially with the involvement of new key people in Albany and recent engagements with other SUNY representatives. A Zoom meeting before the Legislative Meeting was also planned, allowing Board members to connect and share insights post-meeting. The importance of this collaborative process was reiterated, along with a hope for a positive outcome in their ongoing efforts to secure SUNY Impact Aid.

Roll Call Vote:

Mayor Blackman	Yes
Trustee/Deputy Mayor Crane	Yes
Trustee Kristansen	Yes
Trustee Reed	No

Trustee Bocach  
Motion carried 3-2.

No

- Railroad crossing update – Mayor Blackman reported on an example of how government can work quickly, regarding the railroad crossing on Park Avenue. Based on a resident’s complaint that the mayor submitted to the Federal Railroad Administration, which oversees railroad safety on the nation’s railroads, some changes are being made at the Park Avenue RR crossing. This is particularly important because of the increased traffic on Park Avenue from the Main Street bridge closure. Unfortunately, due to the presence of overhead utility lines, a crossing gate cannot be installed unless the overhead lines are removed. Here’s what will be done:
  - An increase in signage by the tracks, particularly a “do not stop on tracks” sign (there is one at the Kenyon Street crossing, but not Park Avenue)
  - The RR signal lights are currently timed to flash 21 seconds before the train arrives at the edge of the roadway. (20 seconds is the federal minimum). That is changing to 30 seconds to offer more warning to traffic.
  - The current speed limit for the train is 10mph. The Falls RR Company, which owns and operates the trains, has agreed to a temporary 5 mph speed limit.
  - NYSDOT has added 5 seconds to the green light at the 5 corners, so traffic does not back up as far as the RR tracks on Park.

If you notice traffic backup on Park Ave to the tracks and beyond, please notify Village Hall and include the time you noticed the backup. If necessary, the stoplight can be further adjusted.

- Brockport Community Connections update – Treasurer Pardun reported that she is a Board Member of Brockport Community Connections (BCC). BCC is a nonprofit umbrella organization that serves the needs for those with insecurities in the greater Brockport area. Support for BCC comes from fundraising efforts, local nonprofit organizations, and places of faith. In November BCC organized, prepared, and distributed Thanksgiving Holiday Baskets. Donations of food came from the Ecumenical Food Shelf and several churches donated funds to buy food in bulk. Of the 225 Holiday Baskets prepared, 206 were distributed. Households varied in size from 1 to 10 people. Preparation and work were done by volunteers, college students, and Trustee Kristansen was there almost every night. Distribution took place at Cooper Hall on SUNY campus. The remaining baskets and supplies were distributed to the Food Shelf and The Pantry at SUNY Brockport, as there were several international students and emancipated minors staying on campus over Thanksgiving break. Additionally, a family in need was identified, needing everything, having only a bed. With help from Chief Wheat’s mom, the community came together to provide furniture and essentials, creating a home for this family in Brockport. They received beds, living room furniture, and more. Jeff Feltner, owner of Brockport Storage on Park Ave, donated a storage unit for six months to organize the surplus household goods collected for those in need. An exciting development is that the Lions Club reached out to BCC for help with fundraising and administering funds in Brockport. Money raised by local bell ringers at Walmart stays in Brockport and is used for emergency food vouchers. The Lions Club is seeking BCC’s assistance starting in the 2025 holiday season. BCC is holding a strategic leadership meeting in January to discuss their goal to find a centralized building for services that are accessible for everyone. Currently, serves for food, clothing, hygiene supplies, and more are in several different locations. A centralized building would have the most impact for the greater Brockport area.
- Warming Center update – Treasurer Pardun reported that Monroe County issued a confusing press release. To clarify, Treasurer Pardun reported that the Warming Center located at the First Baptist Church on Main Street, 124 Main Street, not at Oak Orchard. The Warming Center is available from 8 pm to 8 am, when the temperature is 32 degrees or below, and is for adults only, with a capacity of 10. They can refer families to proper services. The goal is to provide timely access to resources for those in need, especially on cold nights. Another press release will come out soon, hoping to open by December 20th. The center will have a microwave, a restroom, but not showers. Showers are available at the Welcome Center. Organizers are coordinating with the Hygiene Bank and local libraries for additional support. Flyers with more information will be available in the community, and assistance will be called in as needed. Funding will cover staffing and supplies. We live in a wonderful community that gives and helps those in need. Everyone shares, making us very fortunate.
- Winter Market – Treasurer Pardun reported that the Winter Market was a huge success, and it feels unreal that it’s over. Thanks to the Board, Police, DPW, Parks committee, Trustee Bocach, Manager Linden, and Welcome Center Director Smith for their support. The event had nearly double the number of vendors from last year, with many opting for outside spaces. New activities included a scavenger hunt and more musicians. Social media work by Village Intern Anna Dugan helped attract interest. Plans for next year include more kid-friendly signs and moving Santa to Main Street. Applications for the 2025 Brockport Arts Festival will open around the New Year. Any questions, concerns, or suggestions about the market or festival are welcome.

**VILLAGE BOARD ANNOUNCEMENTS and/or LIAISON REPORTS:**

- Trustee Bocach asked the Board to considered adding a Merit Award program for employees who suggest money-

saving ideas. This program is allowed by municipal law. If a village employee offers a great idea to save money, they could receive a small award. Perhaps a discussion could be held at a future Board meeting or workshop on ways we can work together to reduce expenses.

## **ADJOURNMENT**

→ Trustee Kristansen moved, Trustee Reed seconded, to adjourn the regular meeting at 8:18 pm.  
Motion carried 5-0.

**Upcoming Meetings:** Dec 23 workshop – canceled  
January 6<sup>th</sup>  
January 20<sup>th</sup> – no meeting, holiday