

# UNAPPROVED

The Workshop Session of the Board of Trustees of the Village of Brockport was held January 23, 2023, 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 John LaPierre, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Building Inspector /Code Enforcement Officer Chad Fabry, Chief Mark Cuzzupoli, Superintendent Dan Verace, Deputy Clerk/Treasurer Kari Pardun, Recorder Susan Smith

**ALSO PRESENT:** Fred Webster

**VIA ZOOM:** Trustee Katherine Kristansen, Treasurer Dan Hendricks, Kevin Jenkins, Joan Hamlin, Chris Hamlin

**CALL TO ORDER:** Mayor Blackman called the meeting to order at 7:00 pm.

Mayor Blackman announced that there will be no public comment will be taken during this meeting, as it is a workshop session with a few action items. Trustee Kristansen is joining the meeting via zoom, as she is recovering from COVID, and under the emergency regulations she is allowed to actively participate and vote.

## ACTION ITEMS:

- Approve Minutes: 12/19/22 and 1/9/23 special meeting
- Trustee/Deputy Mayor Crane moved, Trustee LaPierre seconded, to approve the Village Board minutes from the 12/19/22 Regular Meeting.  
Motion carried 4-0. Trustee Halquist abstained, as he was not present.
- Trustee/Deputy Mayor Crane moved, Trustee LaPierre seconded, to approve the Village Board minutes from the 1/9/23 Special Meeting.  
Motion carried 4-0. Trustee Kristansen abstained, as she was not present.
- Approve Bills: **Abstract 1/10/23**
  - A Fund \$104,373.99
  - F Fund \$ 67,983.21
  - G Fund \$ 2,159
  - **TOTAL \$174,516.20**
- Trustee Halquist moved, Trustee/Deputy Mayor Crane seconded, to approve the Bills Abstract 1/10/23.  
Motion carried 5-0.
- Authorize Mayor Blackman and Deputy Mayor Crane to attend NYCOM's Winter Legislative Session February 5-7
- Trustee LaPierre moved, Trustee Halquist seconded, to authorize Mayor Blackman and Trustee/Deputy Mayor Crane to attend the New York Conference of Mayor's Winter Legislative Session, February 5-7, 2023 in Albany, NY.  
Motion carried 5-0.
- Mayor Blackman rescinded the appointment of Trustee/Deputy Mayor Crane to the Planning Board that was made at the 1/9/23 Special Meeting.
- Appoint Robert "BoB" LeSuer to Planning Board
- Mayor Blackman moved, Trustee/Deputy Mayor Crane seconded, to appoint Robert (BoB) LeSuer to the Planning Board to fill a vacancy.  
Motion carried 5-0.
- Mayor Blackman called for a Special Board Meeting on Thursday, February 9<sup>th</sup>, 6 pm at the Seymour Library, 161 East Ave, Brockport. The purpose of this special meeting is for a Public Informational Meeting with the NYS Department of Transportation (DOT) regarding the pending Brockport Main Street Lift Bridge Rehabilitation Project. This project is scheduled for April 3, 2023 and will extend for approximately 18 months.

## DPW Superintendent Update

- East Avenue Water Project, Scope of Work Request for Approval – Superintendent Verace reported that the Monroe County Department of Transportation (DOT) is planning to install concrete gutters along East Avenue,

from Havenwood Drive going west to the roundabout. In addition, they will be milling and paving that area in the spring of 2023. As a result of this project, the Village of Brockport intends to transfer all water service on East Avenue between Fayette Street and Glendale Road (17 water service connections) from the existing 6-inch water main on the south side of the road owned by the Village of Brockport to the existing 8-inch water main on the north side of the road owned by the Monroe County Water Authority (MCWA). This work is to be completed by Villager Construction Inc. through MCWA water main and services contract with assistance from the Village of Brockport Department of Public Works (DPW). The water service transfer will take place in advance to the road work, likely within the next few weeks.

- Trustee Kristansen moved, Trustee/Deputy Mayor Crane seconded, to approve the Scope of Work Request for the East Avenue Water Project.  
Motion carried 5-0.

Village Manager Linden commented that although this work is to be completed by Villager Construction Inc. through MCWA water main and services contract with assistance from the Village of Brockport Department of Public Works (DPW), there will be a cost to the village of \$135,000. The Water Fund Reserve Account currently has a balance of \$234,003.01 and was established for this type of project.

- Trustee/Deputy Mayor Crane moved, Trustee LaPierre seconded, to authorize funds for the East Avenue Water Transfer Project will be from the Water Reserve Account in the amount of \$135,000.  
Motion carried 5-0.
- Authorization to send Jacob Christ to school (BOCES) for his Class A license. He currently has his Class B license.
- Trustee Kristansen moved, Trustee LaPierre seconded, to authorize Jacob Christ to attend school at Genesee Valley Boards of Cooperative Educational Services (BOCES) for his Class A Commercial Driving License.  
Motion carried 5-0.
- Update on Community Development Block Grant (CDBG) – the grant application was approved for the Liberty Street Project to replace the bad sidewalk sections and the railing along the creek. An application is in the works for the Keable Court Project to replace the water main and road reconstruction.

### Chief of Police Update

- Officer of the Month – Officer Geoffrey Catlin nominated Officer Evan Blodgett for the Officer of the Month Award. His nomination reads as follows, *“I believe Officer Blodgett is deserving an Officer of the Month award for his hard work and commitment to proactive police work during the month of December 2022. During the month of December, Officer Blodgett displayed his commitment to making the Village of Brockport a safer place. Officer Blodgett reported 225 calls for service in 20 working days. In addition, Officer Blodgett made 56 arrests, 23 of which were misdemeanors, to include 9 DWI arrests. Of these arrests, Officer Blodgett recovered a loaded, illegally possessed handgun and recovered a stolen vehicle. Officer Blodgett’s police work was exemplary, and, in my opinion, Officer Blodgett is very deserving of this award. Nice work Evan.”*

Sgt Scott Korn additionally wrote in regard to the nomination of Officer Blodgett for the Officer of the Month Award. *“This award may be labeled as ‘Officer of the Month’, but in reality, it is a rare award that is not issued monthly or even annually. In order to achieve this award, the expectation is that an officer performs above and beyond the duties of a Patrolman in almost every aspect. The month of December was very productive for Officer Blodgett as referenced by the many arrests, traffic stops, investigations, and reports he amassed during that time. As others will likely note, his statistics are impressive, but they don’t tell the whole story. In late July of 2022, Officer Blodgett was moved from 3rd Platoon (afternoons) to 1st Platoon (overnights); a significant adjustment for a family. Despite this change, Officer Blodgett was able to make the necessary adjustments and fit into his new role seamlessly, showing continued growth from month to month. Officer Blodgett has shown us all how much an impact one passionate Police Officer can have on the community they serve and in turn we offer this award as a small token of our appreciation and a reminder that hard work always pays off.”*

### Manager/Clerk Update

- American Rescue Plan Act (ARPA) Utilization  
Report on Actual Use and Commitment of Village of Brockport Allocation, Submitted by Erica Linden, Manager

The Village of Brockport’s total ARPA allocation was: **\$837,228.25**

Projects supported by American Rescue Plan Act (ARPA) Funds:

*Edited by Manager Linden on 1/27/23*

**DPW Building** / 38 East Ave. repairs & infrastructure **\$224,574.40 - Complete**  
A second roof required emergency replacement in addition to the original scope of work, increasing original estimate

**Sidewalk repair and replacement** for entire village **\$184,197 - Complete**  
In addition to the \$66,761 spent from the village budget for phase 1 of repair  
Contractor Precision Safe Sidewalks

**Streetlight LED conversion**, total after \$50k Clean Energy Community grant applied **\$192,443 – Complete**  
ARPA funds used to help pay for the final stage of this multi-year project  
Contractor John W. Danforth

**Smith St. Bridge** pedestrian improvements/TAP grant match **\$236,014.25 - Committed**  
\$1.2 million grant received, balance of ARPA funds held for match funds  
Design phase underway Q1 2023, project completion anticipated Q4 2025

**Total: \$837,228.65**

**WORKSHOP TOPIC:**

- Draft Department Budget Proposals for FY 2023-2024 – During this meeting the board and department heads reviewed the proposals.

**ADJOURNMENT**

→ Trustee LaPierre moved, Trustee/Deputy Mayor Crane seconded, to adjourn the workshop session at 8:02 pm.  
Motion carried 5-0.

**Next Board Meeting Dates:** February 6, Regular Meeting, Thursday, February 9 Main Street Bridge Closure  
Information Meeting with DOT at Seymour Library at 6:30pm, February 27, Village Board Workshop