

The Regular Meeting of the Board of Trustees of the Village of Brockport was December 4, 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 Katherine Kristansen, Trustee John LaPierre, Trustee Shawn Halquist, Manager/Clerk Erica Linden, Recorder Susan Smith

ALSO PRESENT: Fred Webster

VIA ZOOM: Ed Starowicz, Joan Hamlin, Chris Hamlin, Kevin Jenkins

EXCUSED: none

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 HEARING: none

PUBLIC COMMENT: Comments/questions 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 will be accepted during the meeting at this time. Virtual participants can raise their hands and will be called on to speak.

- Kevin Jenkins, 153 West Ave – commented on a variety of his concerns, some of which regarded concrete curbs, streets, streetlights, sidewalks, retaining wall on Smith Street, kayak launch, railing on Liberty Street, facades of downtown buildings, accessibility throughout the village, and the canal walkway at the Welcome Center.

CONSENSUS ITEMS:

- Minutes: 11/20/2023

→ Trustee Kristansen moved, Trustee LaPierre seconded, to approve the 11/20/2023 Village Board Minutes. Motion carried 5-0.

- Bills Abstract 11/20/2023
 - A (General Fund) \$186,483.37
 - F (Water Fund) \$ 4,619.11
 - G (Sewer Fund) \$ 1,489.65
 - **TOTAL** **\$192,592.13**

→ Trustee Halquist moved, Trustee LaPierre seconded, to approve the Bills Abstract 11/20/2023. Motion carried 5-0.

MANAGER/CLERK REPORT:

Manager/Clerk – Erica L. Linden

- Request permission to close village offices Thursday, December 21 from 9-10:30 am for a staff holiday celebration/appreciation.

→ Trustee/Deputy Mayor Crane moved, Trustee LaPierre seconded, to approve the closure of Village Offices on 12/21/2023 from 9-10:30 am. Motion carried 5-0.

- Budget Committee – Members include Trustee LaPierre and Trustee Halquist, along with Treasurer Pardun and Manager Linden. Next meeting is Dec. 12, as Department Heads work on their individual department budgets, the committee is looking at long term budget planning, such as Capital Improvements. This new committee is proving to be beneficial, as they work together to develop a cycle for both annual and multi-year planning.
- Position postings update:
 - DPW Auto Mechanic – At the 10/16/2023 Village Board meeting, the board approved a search for a replacement for the retiring mechanic in May 2024. The job was posted, and several qualified applicants have applied. Interviews will begin in January 2024.
 - Part-time Officer – At the 11/20/2023 Village Board meeting, the board approved a search for a part-time officer. The job will be posted as soon as the job requirements and description have been updated. It has been a number of years since they have searched for a part time officer.
- Copier lease/contract – With the current leases up for renewal at the Village Offices, Deputy Clerk Treasurer Krizen

received bids from several companies. After interviews and comparisons, Manager Linden recommends that the Village Offices contract with services from Toshiba, located in Rochester. They currently have contracts with the Brockport School District and SUNY Brockport. Since the Toshiba lease is less than the current lease, there is no action required from the board.

- Slab Jacking at the Welcome Center – Slab Jacking, to lift the uneven sections of the concrete patio at 11 Water Street using polyurethane foam, will likely take place on Friday, 12/08/2023, as temperatures are predicted to be at or above 50°. The parking spaces around the Welcome Center will be closed on Thursday, 12/07/2023 overnight, to allow for the equipment to be in place Friday morning. Notices will be sent out to inform the community about the parking spaces closure. This has been a multi-month process, as the Village did their due diligence to satisfy state and local agencies, acquire the permit, and obtain the proper insurance required for this process.

OLD or NEW BUSINESS:

- Bridge update – Mayor Blackman reported that she continues to meet regularly with DOT Engineer Paul Attoma, regarding the Main St Lift Bridge Rehabilitation Project. There was exciting news this week from Albion's Lift Bridge Rehabilitation Project, as they are some months ahead of Brockport, their trusses were put back in place.
- NY Conference of Mayors (NYCOM) Legislative Priorities Meeting – Mayor Blackman reported that Trustee/Deputy Mayor Crane and Manager Linden joined her for the meeting virtually on 12/28/2023. NYCOM legislative priorities are issues especially important to their constituents. This meeting assists NYCOM in compiling a list of priorities for municipalities to take to the legislature. From that list, NYCOM is insisting that Aid and Incentives for Municipalities Program (AIM) funding be increased, as it has not been increased in many years. Additionally important is that SUNY Impact Aid has also been included on their list, which helps ease the burden for communities with a SUNY.
- Leaf Pick Up - Last day Friday, 12/08/2023, but maybe extended if snow holds off.
- Public Meeting – Mayor Blackman called a public meeting Wednesday, 01/10/2024, at 7pm, for the purposes of sharing information regarding the Transportation Alternatives Program (TAP) grant implementation for the Smith Street Bridge Bicycle and Pedestrian Project. Fisher and Associates will present to the Village Board and members of the public in person at 49 State St, Village Court, and remote location through Zoom.
- Village of Brockport Newsletter – The newsletter was delivered within the village by Westside News. It is also available in Village Hall and digitally on the village website.

VILLAGE BOARD ANNOUNCEMENTS:

- Winter Market Reminder, Saturday Dec. 9th from 11am-5pm,– More than 25 vendors will be located inside and outside along Main and Market Streets. The Welcome Center, 11 Water St, will host Santa and will have a fire pit for a cozy warm up. Santa will be lighting the tree in Sagawa Park at 5 pm. Usually the tree lighting takes place after the Holiday of Lights Parade but, due to the rain last night, it did not happen. A list of the shops hosting vendors will be available.

ADJOURNMENT

- Trustee Kristansen moved, Trustee LaPierre seconded, to adjourn the regular meeting at 7:23 pm. Motion carried 5-0.

Upcoming Meetings: Dec 18 w/ Dept. Heads, Jan 22 workshop on the Eclipse