

VILLAGE BOARD – REGULAR AND ORGANIZATIONAL MEETING AGENDA

Monday, July 20, 2026 6:00pm

Location: Village Board and members of the public in person at 49 State St., Village Municipal Building.
This meeting will be hybrid and therefore also available via remote location through Zoom.

Join Zoom Meeting with the login information below or dial 1-(646) 558-8656

Your full name is required to enter the meeting

<https://us02web.zoom.us/j/89970061312?pwd=fMsAUkg1tUSyrSnUebWD0sLXwLIKQa.1>

Meeting ID: 899 7006 1312 Passcode: 402538

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

OATH OF OFFICE:

Rhonda Humby as Village Trustee for a one-year appointment to 06/30/2027

Sandeep Singh as Village Trustee for a two-year term ending 06/30/2028

Christopher Martin as Village Justice for a four-year term 06/30/2030

William Andrews as Village Justice for a four-year term 06/30/2030

PUBLIC HEARING:

Proposed Local Law 2 of 2026 – Water and Sewer Rate Structures and Billing

Proposed Water Rates

Proposed Sewer Rates

PUBLIC COMMENT: 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.

GUEST SPEAKERS: Note: 20-minute limit per guest/topic scheduled on agenda

CONSENSUS ITEMS

- Minutes: 06/15/2026
- Bills Abstract 06/25/2026

A (General Fund)	\$267,461.96
F (Water Fund)	\$156,398.81
G (Sewer Fund)	\$103,029.66
Total	\$526,890.43
- Bills Abstract 07/14/2026

A (General Fund)	\$225,612.59
F (Water Fund)	\$58,803.93
G (Sewer Fund)	\$20,909.24
Total	\$305,325.76

CLERK REPORT

Village Clerk – Barbara A. Krizen
Tax Collection 2026
PTNY – June 16, 2026
NYALGRO conference report
Cycle the Erie Canal
FOIL Count

DEPARTMENT REPORTS

Treasurer – Darrin Kenney

Resolution to approve Budget Transfer

Resolution to approve changing payroll processing companies from ADP to Complete Payroll, Inc.

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

None

Police – Chief Paul Wheat

Resolution to approve the hiring of lateral transfer Dustin Meredith for the full-time position of “Police Officer” at 60% of the base salary. This appointment is dependent upon the satisfactory completion of all DCJS background requirements, pre-employment physical and medical exams, and is subject to a probationary period of no less than one year. The actual date of hire will take place after Chief Wheat's final approval of the background investigation.

Public Works – Superintendent Christian Weiss

Smith Street Bridge – update

Playground audit – update

Resolution to approve Golden Eagle League intern – SUNY Brockport federal work-study program

Village Attorney – Matthew J. Lester, Esq.

OLD or NEW BUSINESS

NY Forward Update

Resolution to accept \$250 donation from Scott Kern to replace flag at the Historic flagpole on Park Ave

Resolution to approve Brockport CSD Homecoming Parade 2026

Resolution to approve Harvest Moon Dance

Resolution to approve granting of a Cable Television Franchise Held by Spectrum Northeast, LLC and the Village of Brockport

Resolution to approve Brockport Fire District request for zoning immunity and exception

Resolution to approve HR Works to update Employee Handbook

Resolution to approve America 250 celebration and closing Water Street

Resolution to apply for NYS Office of Parks, Recreation and Historic Preservation’s Environmental Protection Fund Grants program and authorize mayor to sign application documents.

Resolution to serve as lead agency to comply with SEQR for the NYS Office of Parks, Recreation and Historic Preservation’s Environmental Protection Fund Grants program and authorize mayor to sign application documents

Resolution to apply for the WIIA Clean Water Grant Project and authorize mayor to sign application documents

Resolution to apply for the WIIA Drinking Water Grant Project and authorize mayor to sign application documents

Resolution to approve DPW non-union step increases

Resolution to schedule public hearing for proposed Local Law No. 3 of 2026 Smoke Shops

Resolution to schedule public hearing for proposed Local Law No. 4 of 2026 Property Maintenance

Resolution to schedule public hearing for proposed Local Law No. 5 of 2026 E-bikes

Resolution to schedule public hearing for revised Local Law No. 1 of 2026 Ethics Board

VILLAGE BOARD REPORTS

EXECUTIVE SESSION (if needed):

ANNUAL ORGANIZATIONAL MEETING

Resolution to approve authorizing payment in advance of certain claims for non-discretionary costs such as insurances, public utility services, postage, freight and express charges.

Resolution to authorize reimbursement of Village officers and employees who use their personal vehicles while performing their official Village duties or travel at the current IRS rate of 76 cents per mile, as indicated in the Employee Handbook.

Resolution to adopt Village stop signs & traffic signals

Resolution to approve certain municipal officials and certain employees to attend annual schools and conferences:

NYCOM's Annual Meeting and Training School - 2 members of the Board of Trustees

NYCOM's Fall Training School – Village Clerk

NYCOM's Public Works Training School – DPW Superintendent

Appointments & Reappointments:

Mayor's annual appointment of Deputy Mayor - Donald Roberts

Resolution to approve the following appointments:

Village Clerk Barbara A. Krizen 2-year appointment to 06/30/2028

Deputy Clerk Diane Herzog 2-year appointment to 06/30/2028

Deputy Treasurer Jennifer Huber 2-year appointment to 06/30/2028 at 30 hours per week

Village Treasurer Darrin Kenney 2-year appointment to 06/30/2028 at 15 hours per week

Village Accountant Daniel Hendricks 1 year appointment to 06/30/2027 at 10 hours per week

Resolution to approve the following annual appointments:

Official Newspaper – Featured Media/Westside News

Official Depositories – Canandaigua National Bank, NYS First Class

Resolution to approve the following annual appointments:

External Auditor – Mengle, Metzger, & Barr

Village Attorney – Matthew J. Lester, Esq.

Special Counsel – Steve Modica, Esq.

Village Engineer – MRB Group

Resolution to approve the following annual appointments:

Emergency Coordinator – to be fulfilled by the BI/CEO/Fire Marshal Chad Fabry

Public Information Officer – re EOP BI/CE Coordinator - Christopher Martin

Resolution to approve Boards & Committees – appointments & reappointments:

Planning/Zoning Board of Appeals

Robert Duff 5-year term renewal to 6/30/2031

Historic Preservation Board

Elizabeth Harden 3-year term renewal to 06/30/2029

Tree Board

Robert Shaw 4-year term renewal to 06/30/2030

Luke Vandervort 4-year term renewal to 06/30/2030

Margaret Blackman as Chairperson 1-year term to 06/30/2027

Parks Committee

C. T. Oakes 4-year term renewal to 06/30/2030

Accept resignation of Karen Sweeting as Village Historian / Museum Director effective 06/30/2026

Resolution to approve restructuring of the Brockport Museum & Library of Local History and to abolish Museum Board, Director of the Museum and Art Historian

Accept resignation of Diane Herzog as Ethics Board Employee Representative effective 07/13/2026

Thank you for your service – term concluded:

Eric Christansen/Historic Preservation Board – did not respond to reappointment request

Elizabeth Harden/Ethics Board – term expired 06/30/2025

John Keiser/Ethics Board – term expired 06/30/2026

Resolution to Appointment Jennifer Huber and Carol McNees as Representatives to Upstate New York Municipal Workers' Compensation Program (UNYMWCP)

Resolution to adopt the following documents:

- Adopt Meeting Schedule
- Adopt Budget Preparation Calendar
- Adopt Fee Schedule
- Amend Village Board Liaisons to departments / areas / boards / committees

Resolution to Confirm or Amend various policies as indicated. Policies updated to .gov

- Amend Village Board Meeting Procedures Policy
- Confirm Social Media Policy & Facebook Standard
- Confirm Selection Process of Members to Boards & Committees
- Confirm General Fund Balance Policy
- Confirm Comprehensive Financial Management/Investment Policy

- Confirm Capital Asset Policy
- Confirm Budget Transfer Policy
- Amend Purchasing/Procurement Policy
- Confirm Village Identity Theft Prevention Program
- Confirm FOIL Policy
- Amend Water Billing Procedures
- Confirm Employee Handbook – approved 12/19/2022, is still in effect and currently under review for updating, updates will be considered at a future meeting
- Confirm the Village Comprehensive Plan, adopted 2019 is still in effect

Board and Committee Vacancies

Resolution to advertise the following Board/Committee vacancies

- Village Trustee for a 1-year appointment ending 06/30/2027
- Village Historian for a 1-year term ending 06/30/2027
- Planning/Zoning Board of Appeals- 1 vacancy for alternate, term ending 06/30/2029
- Historic Preservation Board – 1 vacancy – 3-year term ending 06/30/2027

EXECUTIVE SESSION (if needed):

ADJOURNMENT:

UPCOMING EVENTS:

08/08/2026 Brockport Arts Festival – 2day event
 08/22/2026 America 250 Celebration
 09/19/2026 SUNY Brockport Home Coming Parade
 09/26/2026 Brockport Fire Fest '26

UPCOMING MEETINGS:

07/27/2026 Village Board Workshop
 08/03/2026 Village Board Meeting
 08/17/2026 Village Board Meeting
 08/24/2026 Village Board Workshop