

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on May 11th 2011**

The regular meeting of the Board of Trustees was called to order by Mayor Marsocci at 7:00pm with the following present:

Deputy Mayor Barclay
Trustee Adams
Trustee Cooper
Trustee Donovan

Also present were: Cortney Gale, Eric Wies, Ed Adams, and Jeff Foltz from Kruger by phone.

Trustee Donovan left the meeting at 8:00pm

Approval of Bills

A motion to approve the bills was made by Deputy Mayor Barclay and seconded by Trustee Adams. The motion was carried by the following vote:

Deputy Mayor Barclay - aye
Trustee Adams - aye
Trustee Cooper - aye
Trustee Donovan - aye

Approval of Minutes

A motion to approve the meeting minutes for April 27th 2011 was made by Trustee Cooper and seconded by Trustee Donovan. The motion was carried by the following vote:

Deputy Mayor Barclay - abstained
Trustee Adams - aye
Trustee Cooper - aye
Trustee Donovan - aye

Conference Call regarding Waste Water Treatment Plant

Jeff Foltz from Kruger joined the Board meeting by telephone. Eric Wies of Clark Patterson Lee led the discussion. There was an overflow at the WWTP that caused a loss of mix liquor. The loss was a result of settings placed on the equipment. The mix liquor is still continuing to increase and there has been no equipment failure since a fuse overheated in the control panel. Discussions with various parties are still underway to recoup some of the costs incurred by the Village for the malfunctions of the plant.

Trustee Adams asked if the rain that is predicted in the forecast will affect the plant over the weekend.

Mr. Wies replied that the plant has been adjusted to prevent overflow but if it does it will not be the mix

liquor that is lost. Mr. Foltz added that the mix liquor concentration which is important to the whole process has been steadily rising even with the recent loss.

Mayor's Report

- Plans for the MEUA Western Regional Meeting are all set. Attendees will register at the Batavia Country Club at 8:00am with the Village providing breakfast from Greg'ry's Bakery. A business meeting will take place from 9:00-11:30 with a light lunch to follow. The attendees will be able to choose to golf or participate in a tour of the area. A reception followed by dinner will be held at the Clarion Inn in Batavia at 6:30pm.
- The Mayor attended the MEUA semi-annual meeting in Syracuse. The accountants opened the books of the association to the members for review, everything was found to be in order.
- The Mayor has been performing the duties of DPW Supervisor since May 1st. He now understands more of the difficulties of the job.

Deputy Mayor Report

Main Street Grant

- AM Barclay completed the writing of the grant application and submitted it to the NYS Department of Housing and Community Renewal on April 25, 2011. Letters of intent to participate in the program have been received from 12 of the 16 building owners in the designated target area (the downtown business district). Notification of grant awards will take place in the fall.
- AM Barclay sent letters to each participant letting them know that the application was submitted, and that there is a copy in the office for them to read if they choose.
- LGRMIF - *Local Government Records Management Improvement Fund (LGRMIF)* Grants
- Jim Tammaro, head of the Buffalo office for the New York State *Archives* Office, sent an email stating grant reviews are taking place this week in Albany, notifications should be sent at the end of June.

Ward Park Dedication

- Tally and AM Barclay discussed the program for the dedication (June 21); Tally is writing an article that will be read at the dedication and then put in the Village newsletter. Bob Lancia (elementary band director) and AM Barclay will meet Friday to discuss set up for the band, songs, etc.
- Any board member willing to help would be appreciated.

Community Action Day

- AM Barclay put together a list of tasks that need to be accomplished before and during Community Action Day. The flowers, soil, mulch have been ordered from Salmon Creek and will need to be picked up on Friday, May 20th. Who is planning on participating?
- Jennifer Kulikowski has a group of Boy Scouts attending; she will get back to be with numbers.

Work Crew

- Four community service workers came with Officer Hoy on Saturday and worked to clean up brush in Hickory Park and paint the inside and outside of the park restroom building. Joe came up and unlocked the doors and went to purchase floor paint, Cortney brought food to the crew and drove to get paint.

News article

- Ginny Kropf met with Cortney, Ralph, and AM Barclay to discuss the Main Street Grant and other topics for an article in the Daily News. The article is in today's paper.

Weekly Meeting w/Cortney

- Topics: computer problems, purchase of server, sewer treatment plant, budgets, MEUA

Conference, website, personnel, etc.

Treasurer's Report, Accounting and Bookkeeping:

- Laura Landers made the needed changes to the AUD for the State Comptroller's Office before the deadline. C Gale received a confirmation email from the OSC.
- C Gale received a call from the OSC they will be coming out on Monday May 16th at 8:00am to perform a 'Risk Assessment'. This is a review of internal procedures to make sure there aren't any loopholes from which an employee can take advantage of. The State will be reviewing vouchers and banks statements among other things.
- The \$462,000 ban is fully closed and in place. C Gale has not received any information from Chase regarding Village deposits.
- C Gale met with Ken Stienmetz on May 9th to get his paperwork started. C Gale took the opportunity to show him around the village and introduce him to all the employees. Stienmetz is very excited and eager to start on June 1st. C Gale will be ordering him a cell phone this week to have it ready for his first day.
- C Gale was very proud to say the website is up! Jim Kane was in on Monday to set up everyone's e-mail accounts. C Gale believes the board received email instructions of the same. On June 3rd Jim will return to instruct me on how to make changes to the website. The training will take most of the day.
- A reminder to the board that C Gale will not be able to attend the May 25th board meeting as he will be attending the 102nd Annual NYCOM meeting in Saratoga Springs. He will make sure everything is prepared and someone is available to take the minutes.
- Rene Vurraro asked that she may be excused from taking the minutes for the Zoning and Planning board meetings. Family commitments make it difficult for her to attend evening meetings. She will continue to perform her other duties during regular office hours. Mary Ann Cooper has agreed to take the minutes in her place.
- Ralph Garnish was inquiring about his sewer bill. He doesn't feel as though he should be paying high usage all year when his usage has decreased in the last few months due to having family members move out. He doesn't feel that it is fair and equitable to have the report generated yearly and feels that we should get a report from MCWA every quarter and make adjustments before we bill. Many residents have complained about this system in the past. C Gale told Mr. Garnish that he would bring it before the board for discussion.
- C Gale reiterated problems with the computer server which has been in bad shape since Monday May 2nd 2011. The Village office was down with the inability to print, access necessary software and files to perform daily duties for two days. It has been sporadic since, interrupting daily routines. It was drawn to C Gale's attention that the Village does not have a server but rather a desktop computer running server software. Today the computer server was emitting a very loud high pitch alarm notifying us of a malfunction. It is C Gale's recommendation that the Village purchase a real server at the cost of \$1200 including installation.
- The annual PILOT payment for Pavilion Gift Company and Ad-Tech has been received early. With the Boards permission C Gale would like to hold off on depositing the check until June 1st so the revenue can be realized in the 2011-2012 General Budget as it was planned to be.

Code Enforcement / Building Inspector Report

Number of Inspections	7
Number of Building Permits Issued	0

Number of Building C.0 / C.0 Issued	2
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	2
Number of Appearance Tickets Issued	0
Number of Fire Inspections	0

- Working to organize the office and put together systems and files to help streamline the building permit and inspection process.
- Developed (with Rene's help) a updated Building Permit Application
- There was one complaint of open burning on Spring Street, the property owner was informed of the law on open burning and immediately extinguished the fire.
- Met with the Town Assessor to identify areas in need for improvement and we will implement a system to communicate with each other on the construction activity in the Village of Bergen. This effort should help to provide equity in assessments.

Privilege of the Floor

Ed Adams planted bushes by the ‘Village of Bergen’ signs as you enter the Village on Route 19. They have not been taken care of properly; they are in need of regular watering. Some are already dead, others are very close. If they are not taken care of it is a waste of the Village’s money. He will not be able to attend Community Action Day but will help when he returns.

Trustee Concerns

Trustee Adams

- When the board would like to have the mural retouched. She will contact the artist to have it done.
- Are the bags of brush picked up yet in Hickory Park?
- Saw two DPW employees mowing Hickory Park, wants to see it stopped. Kirk should be the only employee mowing.
- Asked Mr. Gale to put together a year-end report at the next meeting.
- What is the progress of purchasing Cameras for the park?

Deputy Mayor Barclay

- Damage to cars in the Municipal parking lot behind the Village office has been reported. Would the cameras at Mike’s Gym be available for review?
- There are street light bases on Main St. that are coming apart and need to be repaired.

New Business

Fire Department Proclamation

Office of the Mayor of Bergen

Proclamation in appreciation to the Bergen Fire Department Bravest

Whereas, the Volunteers of the Bergen Fire Department continue to provide the highest level of fire and emergency medical service to this community and display the willingness, courage, wisdom, knowledge

and strength to serve those in need; and

Whereas, from the daunting task of fighting fires to responding to accidents and emergency medical situations, the volunteers have remained valiant members of the Bergen Fire Department and have come to the aid of their neighbors day and night without pay and often times with complete disregard for their own well-being.

Therefore, I, Ralph Marsocci, Mayor of the Village of Bergen on behalf of the citizens of the Village of Bergen do proclaim the period between June 2011 and December 2011 as the 150th Anniversary of the Bergen Fire Department Inc. and urge all citizens to join, assist, support and thank the women and men of the Bergen Fire Department Inc.

I, Ralph Marsocci, Mayor of the Village of Bergen, set my hand and cause the seal of the Village of Bergen be affixed this the 14th day of May, 2011.

Ralph Marsocci
Mayor

Trustees:

Virginia Adams
Anna Marie Barclay
Paul Cooper
Kevin Donovan

A motion was made by Deputy Mayor Barclay and seconded by Trustee Adams to accept the preceding proclamation to the Bergen Fire Department. The motion was carried by the following vote:

Deputy Mayor Barclay - aye
Trustee Adams - aye
Trustee Cooper - aye
Trustee Donovan - aye

Electric Budget

The electric budget is in the process of being completed and will be distributed to the Board before the next meeting.

Old Business

Appointment of DPW Supervisor

Mayor Marsocci appointed Kenneth Steinmetz as DPW supervisor. Deputy Mayor Barclay made a motion and Trustee Cooper seconded the motion to approve the Mayor's appointment of Kenneth Stienmetz. The motion was approved by the following vote:

Deputy Mayor Barclay - aye
Trustee Adams - aye
Trustee Cooper - aye

A motion was made by Trustee Cooper and seconded by Deputy Mayor Barclay to adjourn the meeting. The motion was carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams - aye

Trustee Cooper - aye

The Meeting was adjourned at 8:30pm

Respectfully submitted,

Cortney W. Gale

Village Administrator