

**Regular Board Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm February 9th 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 Ruffin

Trustee Cooper was absent

Also present were: Cortney Gale, Tom Williamson, Kevin Donovan and Grace Gallivan

DPW Supervisor Joe Chimino was absent

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 Ruffin - aye

Approval of Minutes

A motion to approve the meeting minutes for January 26th 2011 was made by Trustee Ruffin and seconded by Deputy Mayor Barclay. The motion was carried by the following vote:

Deputy Mayor Barclay - aye
Trustee Adams - aye
Trustee Ruffin – aye

A motion to approve the meeting minutes for February 7th 2011 was made by Deputy Mayor Barclay and seconded by Trustee Adams. The motion was carried by the following vote:

Mayor Marsocci - aye
Deputy Mayor Barclay - aye
Trustee Adams - aye
Trustee Ruffin – abstain, not present at said meeting

Mayor's Report

Mayor Marosocci discussed safety issues in the Village Office. He would like to see push button locks on the two entries to the employee area of the Village office and panic buttons at each desk. The Board agreed and asked Mr. Gale to look into costs.

Deputy Mayor Report

Tulley Building

- Met with Sergeant Heller from Wyoming Correctional Facility to apply for work team to dig out basement and install concrete floor for Document Storage Room. Prison superintendent approved the project, but it was not supported by the state. A second application is being made to Genesee County Jail (Officer Peter Hoy - Community Work Crew Officer) for assistance on this project.
- Tom, Kirk and I met to plan rehab work on the second apartment in the Tully Building; a \$4000 budget has been set aside for the work to be done.
- Work plan for building: support beam installation in basement to secure south stone wall, 12 remaining replacement windows to be installed, beam support in south wall installation, outside wall maintenance.

Main Street Grant Meeting

- The February 2nd meeting has been re-scheduled for February 16th at 7pm, in the Village Boardroom. Everyone was notified of the change.

Ward Park Dedication

- Bob Lancia (elementary school band director) has requested that the date be set late in June. He said it would be best to plan for a workday evening. There are concert dates he will send so we can plan around those.

Wilcox Building

- Asked to attend the town board meeting for discussion of Wilcox Building; their options are to remove the building, divide the house from the property the town needs and then sell the house, let it sit. An interested party who would like the opportunity to use the building as a gift shop/gallery has contacted me, and I relayed that information to the town board. We will be looking through the building on Thursday.

Sewer Payments

- April will be the pay-off for the current sewer debt. We have discussed how we will go about billing for the sewer treatment plant upgrade and have received permission to continue billing between the end of this project and the beginning of the next. I would like to propose that we send a letter of explanation to residents, and hold an informational meeting with assistance from municipal solutions, etc.

Part-time Summer Office Help

- Part of the grant request for the document storage room includes the hiring of a part-time office worker who will sort, label, file, etc. the materials according to state regulations. Since we will need coverage for vacation time I would like to consider the possibility of having this be the same individual.

Letter to Linda

- Requested that Courtney send a registered letter to Linda concerning her current employment status, and what she needs to have in place before she returns to work.

Garbage bag stickers

- Researching companies that print large "stickers" as alternative to printed garbage bags.

Sharon's Retirement Party

- Deadline for reservation and payment is Friday, Feb 11 for the Feb 18^l dinner. Gift?

Administrator-Clerk/Treasurer's Report

- Trustee Adams and I met with Jeff Smith from Municipal Solutions on Wednesday February 2nd. He suggested that with the lending market tight we should renew the BAN for another year. We would be responsible for paying an interest payment and can defer the principal payment to next year. He is putting together information on the school funds. He gave me information as to where to put the funds in the mean time, and is contacting Laura Landers to discuss putting the funds in the Trust and Agency account so it wouldn't look like we are pulling money out of our reserves every year.
- I had a conference call with Jim Kane on Thursday February 3rd. He has a visual concept completed for you to review. We are getting more than our money's worth because the original contract stated he would provide a "gentle refresh" of the current site. Together we came up with a vision for the site and it came together so well we have a totally redesigned website.
- Sewer Bills went out the last week of January and are due March 1st. There are currently only 2 people on the electric shut off list. To date we have sent \$3100 to Outsource for collection.
- We received a sales tax check from the County for \$62,880.32. Last year's 4th quarter payment was \$55,292.46.
- The payment for the 2% Temporary State utility Assessment of \$42,739.50 for the 2011-2012 fiscal year is due on April 1st 2011.
- I spoke to Laura Landers about auditing our books to clean up our reconciliation issues. She has done the same for other municipalities and feels that it would cost about \$7000 to complete the audit. It is a significant amount of money but could save us in the long run on interest we receive for a bond or trouble with the State if we get audited.

- The check from the Byron-Bergen Central School came this week for \$334,000. The funds have been deposited in to the Main Account until decisions are made as to where and how the funds will be used.
- The maintenance agreement with the village costs \$175 per month, and we purchase 3 toner cartridges a year at a cost of \$250 each for a total cost of \$2800 a year. The cost of the new printer would be \$99 a month plus \$95 for the service agreement and includes toner. The annual cost would be \$2328 per year. At the end of the 63 month lease we can renew the lease and receive a new copier.

DPW Supervisor's Report

No report, Mr. Chimino was absent to attend electrical training.

CEO/ZEO Report

- In the process of cleaning and filing documents that were brought over from the old building.
- Helped Kirk work on one of the rear apartments that is currently occupied, apartment is in good shape.
- Worked on getting quote for support work on south wall of Tulley Building. Price would be \$2094.78. Cement would cost more because it would be a small load, suggests that we coordinate with cement work in basement to lower cost.
- Submitted documents to Town of Bergen Court for property law violations. Judge Kunego felt there wasn't enough information. Will talk to the Assistant District Attorney for help.

Privilege of the Floor

Trustee Concerns

Trustee Adams

- Met Deputy Mayor Barclay and President of the Fire Department Board Joe MacConnell, he presented list of new officers with contact information as well as account balances and budget numbers. The meeting went well, another meeting will be planned in March. Mr. MacConnell discussed their five year plan and how they need more active volunteers to keep the department going. The Fire Department has applied for two grants and should hear back by June. They have received a \$10,000 gift for equipment purchase. Waste Management gave them funds for new radios.
- Spoke to Churchville Clerk Meghan Lodge who provided her information from their budget. The Village of Churchville has 15 employees four of which are linemen. Linemen make between \$15.53 and \$26.55 per hour. New DPW Supervisor started at \$70,000. They have no union employees.
- Asks if there are any individuals coming to the meeting to speak that the board be notified ahead of time.

Trustee Ruffin

- Black Creek Water Shed is holding their second meeting in Bergen at the Village Hall on February 22nd at 5:30pm. The Genesee / Finger Lakes Regional Planning project advisory committee will be meeting beforehand at 3:30.

Deputy Mayor Barclay

- Would like the Town of Bergen contacted about the snow drift on route 19 near Apple Tree rd.
- With the old sewer bond being paid off in April and the new bond payments not starting until later in the year would like a letter sent out to residence with a meeting to be held to explain why we are still collecting payments during that time. Would like Jeff Smith from Municipal Solutions and Eric Weis project engineer to be on hand to asks questions.

New Business**Appointment of Election Inspector**

A motion was made by Trustee Adams and seconded by Trustee Ruffin to appoint MaryAnn Cooper as an Election Inspector for the March 15th election. The motion was carried by the following vote.

Deputy Mayor Barclay - aye

Trustee Adams - aye

Trustee Ruffin – aye

Old Business**Budget**

The next budget meeting was set for February 21st at 6:30pm

A motion was made by Deputy Mayor Barclay and seconded by Trustee Adams to enter executive session at 8:30pm. The motion was carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams - aye

Trustee Ruffin -aye

A motion was made by Trustee Adams and seconded by Trustee Ruffin to exit executive session at 9:30pm. The motion was carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams - aye

Trustee Ruffin -aye

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

Deputy Mayor Barclay -aye

Trustee Adams - aye

Trustee Ruffin - aye

The Meeting was adjourned at 9:35

Respectfully submitted,

Cortney W. Gale
Village Administrator