

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm August 10th 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

Also present were: Cortney Gale, Ken Steinmetz, and Eric Wies

Approval of Bills

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

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

Approval of Minutes

A motion to approve the meeting minutes for August 3rd 2011 was made by Trustee Adams and seconded by Trustee Cooper. The motion was carried by the following vote:

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

Mayor's Report

Verizon Wireless Bill

- Spoke to supervisor at Verizon Wireless, they are crediting \$123.75 to our account for the large May bill because we changed plans.

Town of Bergen Meeting Minutes

- Forwarded Town Board Minutes, which reflect that they passed GCASA's Smoke Free Now proposal to ban smoking in parks.

Hickory Park Playground Slide

- Slide should be installed by early next week.

School Playground

- DPW employees helped remove old playground equipment at Byron Bergen Elementary School. The school needs help on August 19th and 20th to assemble and install new equipment.

IEEP Energy Efficiency Program

- Ordered 1000 energy efficient light bulbs. Would like the scouts to go door to door handing them out.

MEUA Fundraiser

- Working on letter to raise funds for Gilliam Grant through the MEUA Annual Conference.

Deputy Mayor Report

Tree City

- Kevin Donovan and I met to plan and begin the application process for the village to resume its designation as a Tree City with the Arbor Day Foundation. We will be coming to the board with a resolution for approval consideration.

DMV Drop Box

- Spoke to Dan Reed, County Clerk, DMV, concerning the drop box in the village. The drop box installation and the responsibility of paperwork would be that of the county. He was to participate in a Legislative Meeting on Aug 9th to determine the feasibility of the box here and will get back to us early next week.

Tree Lighting Ceremony

- Friday, Dec 2, 2011 will be the Tree Lighting Celebration in the village. Ken S., Cortney and I brainstormed options (tent in Zuber Park, library room, church hall) for refreshments and Santa visits. Contacted “M/M Claus” to make arrangements.

WWTP

- Visited the WWTP, discussed the option of a paved driveway at the plant and security with Chris F. Spoke with Eric W. and Ken S. to review their request for paved drive for further discussion with the board.

Painting in the Park

- The planting in the park along with lily plantings was wonderful to watch. Thank you to Ken S for organizing the activity for the kids.

Town Building (Former Wilcox Office) Demolition

- The town has determined that the best option for them is to demolish the building and repurpose the property.

The EPF Grant

- After concerns expressed at the last meeting, I contacted Tim R to set up a time to discuss the Parks Committee and how the grant would support their efforts. He did not respond. I plan to move forward with collecting the information necessary in order to complete the grant application.

Administrator’s Report:

Year End Book Work

- Laura Landers was in the office Monday August 8th to prepare for end of year closing. She is expecting to return one last time to finish. The audit I requested will only address some issues that have plagued the Village for years; at the next meeting I will present the board with a report and plan of action to correct these issues. I request an executive session to discuss personnel issues relating to this topic.

Business Opening in Former “Mom’s Mall”

- Brian Kavanaugh is ready to open Level 1 PC if the board has reviewed the lease and is satisfied I will have Brian and Ralph sign. I would like to thank Ken Steinmetz, Kirk Roberts and Ken Kuter for their help getting the rental space up to code.

Cell Tower Proposal

- Village Attorney Dan Bryson submitted his opinion on the Cell Tower proposals. He feels that it is a business decision and up to the Board, but there isn't enough upside to any of the proposals for him to recommend them. He agrees with the opinion I have previously stated to the board that we are in a good position to negotiate a better deal.

Payment in Lieu of Taxes

- The Village received the second yearly installment of PILOT money for the upgrade to the waste water treatment plant from the Town of Bergen and Genesee County in the amount of \$3,986.42.

Electric Billing

- Electric bills were due today. There is still one individual with their electric service off from August 3rd. We will begin the process tomorrow for the August 31st shutoff. September's billing will be sent out before the August 24th Board meeting.

Office Vacation Schedule

- Vacations - Rene will be on vacation from August 18th to August 29th. I will be taking a vacation day on August 22nd and a half vacation day on August 18th I have arranged for necessary coverage for the office.

Employee Handbook Revisit

- Even though the Employee Handbook was recently updated and there is many projects coming up I feel that we should revisit the handbook. I would like to compile handbooks from other municipalities and businesses for examples. Tina has agreed to work on it with me, after the accounting is corrected, as she has many years of Human Resource experience.

Newsletter

- If you have any information for the Newsletter please submit them to me or Rene as soon as possible.

Training Opportunity

- The Annual New York Conference of Mayors Fall Training School is September 19th through the 22nd. I attended the school last year and found it extremely informative. The information I brought back, like changes to the elections, were a benefit to the Village. This is the only training I am planning this year, unless the Board would like me to attend MEUA events to better understand the electric system.

DPW Supervisor's Report

- All but three easements have been handed out to residents, a few have been returned
- Village of Churchville is using their machine to clean the Village streets and catch basins
- Meeting with Villager to get quote on paving of Gates St and Park View Drive. Using "hot patch" or hot asphalt patch for Gates St. would be best
- Will be flushing sewer collection system, the dry weather makes it an ideal time to do so.
- Water meter installed on Fire hydrant in Ward Park to water flowers
- New sinks, lights and camera in Hickory Park are all up and running. Additional Camera to be installed soon
- Tree near bathroom in Hickory Park was vandalized
- Have been using the Sherriff's Department Radar Trailer and noticed a reduction in speed. Looking into cost of purchasing one for the village.
- Contacted Town of Bergen regarding striping of Hunter St from town line to Church St.

CEO/ZEO Report

Number of Inspections	10
Number of Building Permits Issued	1
Number of Building C.0 / C.0 Issued	1
Number of Zoning Complaints Filed	2
Number of Zoning Complaints Resolved	4
Number of Appearance Tickets Issued	0
Number of Fire Inspections	0

Debris in Creek

- Resident complaint of debris and overgrown brush in creek to the rear property line at 56 South Lake Ave causing flooding during rainy season. Informed resident they might want to address the Board for possible provision in village budget for clean up.

Complaints

- Barking dog complaint referred to Genesee County Animal Control
- Tall grass complaint found no violation, lawn area not in excess of 10 inches

Fire Inspections

- Attached for review is a draft document that I would like to send in advance of a fire inspection for commercial property owners and building owners that contain public assemblies. Receiving this document in advance should help prepare for their fire inspections.

Planning Board

- Attended Planning Board meeting to provide information on a request from owner of Bergen Self Storage to increase the number of storage buildings on current property foot print

Trustee Concerns

Deputy Mayor Barclay

- Sewer Bond Repayment
- Billing for repayment of the bond for the WWTP upgrade will begin, and we have not yet adopted the proposed billing schedule. It is included in the agenda.
- Loss of Village Structures Property owners in the village are invested in improving and restoring buildings in the village as was shown in the high interest in the Main Street Grant, as well as the pride shown in homes in the village. We have an obligation to preserve the integrity of the village and to be cognoscente of the role the board plays in insuring that happens. It is important we investigate all options before buildings are removed.
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- Trustee Adams
- Keep an eye on the electric budget to ensure with Allen's not running at full capacity does negatively affect it.
- Mill Seat Landfill open house went well, seemed to be less people than in previous years.
- Is there any news on the Host Community Agreement and free garbage pickup?
- Would the Town of Bergen be willing to split the .10 a ton tipping fee with the Village?
- Mayor Marsocci stated that the Host Community Agreement is still in Monroe County's hands and that they don't deal with Villages only towns. He will contact the town to see if they would be willing to split the tipping fee. He is interested to see the town budget to ensure that items are placed correctly in either "Town inside" or "Town outside".

New Business

Library Request

The Board received a letter from the Byron-Bergen Public Library asking for additional funds. The board declined the request asking that in the future the Library makes requests for funds in April when information for the budgets is being compiled.

Old Business

Proposed Sewer Projects

Gibson Place Pump Station

A motion was made by Trustee Adams and seconded by Deputy Mayor Barclay to refurbish the Gibson Place Pump Station. The motion was carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams – aye

Trustee Cooper – aye

Paving Waste Water Treatment Plant

A motion was made by Deputy Mayor Barclay and seconded by Trustee Cooper to pave the area around the Waste Water Sewer Plant up to but no further then the security gate. The motion was carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams – aye

Trustee Cooper - aye

Sewer Bond Repayment Plan

A motion was made by Trustee Adams and seconded by Deputy Mayor Barclay to adopt a repayment plan for the Waste Water Sewer Plant Bond which will keep the debt charge passed to residents at a minimum. The first increase would begin in 2016 and would be less than \$20 a year per household. The motion carried by the following vote:

Deputy Mayor Barclay - aye

Trustee Adams – aye

Trustee Cooper - aye

Electric Department Office

The Board stated that they would like more information on the cost of the office before making a decision.

A Special Meeting was scheduled for August 17th at 6:00pm to discuss employee and accounting issues.

The next Regular Meeting of the Board of Trustees will be held on August 24th at 5:30pm at Hickory Park.

A motion was made by Trustee Cooper and seconded by Trustee Adams 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 8:30

Respectfully submitted,
Cortney W. Gale
Village Administrator