

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm September 14th 2011**

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

Trustee Adams
Trustee Cooper
Trustee Donovan

Also present were: Cortney Gale, Ken Steinmetz, Ken Kuter and Grace Gallivan.

Mayor Marsocci was absent to attend the Annual MEUA Meeting, it being the last meeting with Joe Chimino as President.

Approval of Bills

A motion to approve the bills was made by Trustee Cooper and seconded by Trustee Donovan. 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 August 24th 2011 was made by Trustee Adams and seconded by Deputy Mayor Barclay. The motion was carried by the following vote:

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

Mayor's Report

- Mayor Marsocci spoke with MIG who is the contractor for the installation program and is not please with their response. He will speak with other contractors to see if they can do the project at a cheaper price

Deputy Mayor Barclay stated that the Village should send a letter to all the approved venders requesting a quote so it is in writing. It may also be faster than calling each one individually. Mr. Gale was asked to draft and send the letter.

Deputy Mayor Report

Tree Lighting Ceremony

- The fire department will participate in the Friday, Dec 2, 2011 Tree Lighting Celebration in the village. M/M Claus will ride a fire truck from Hickory Park to Zuber Park.

The EPF Grant

- Ken S and I will meet with Jean Connell of J. O'Connell & Associates, Inc, Grant Consultants (Clarence, NY) on the preparations needed for the EPF Grant on Wednesday, September 21 at 10 am.

Tulley Building

- Rochester Colonial replaced windows on the south side of the building, remaining windows will be ordered.
- We are looking to schedule replacement of the beam in the south wall of the Tulley Building. At this time we are obtaining estimates to complete the façade work and painting of the lower portion of the building. Paint colors will be chosen that will be historically correct and compliment the color of the brick, new window casements, and second level trim.

Village Trees

- Ken and I will meet with Dave at Salmon Creek Nursery on Wednesday, Sept 21 to determine tree selection/replacement for the village.

Alfred Students

- Attended the meeting with students and their professor, Theresa Alexander, Willard Pengelly, Vicki Almquist, Cortney Gale, and Kevin Donovan this afternoon. Kevin gave a short presentation of the village and students asked various questions to complete their Site Analysis Report. The students will return to present their findings at a board meeting. Thank you to Kevin for organizing the visit.

Meeting with Cortney

- Discussed Tulley building, accounting progress, upcoming NYCOM meeting, office coverage, etc.

Administrator's Report

End of Year Process

- Laura's visit went well for the most part. She complimented our efforts cleaning up the books. However, she feels that she should be doing the AUD report and wasn't very happy. She was only able to give us a half day on Friday September 9th so she will return on Monday September 19th to finish the end of the year closeout.

AUD

- The AUD is coming along well, it is 70% complete. We only have the electric section and cash flow analysis left to complete, which has to wait until Laura closed the electric books. I would have liked to have it completed by the end of the week, but Laura had to reschedule coming Wednesday, it will be done early in the week of the 26th, unless Tina works on it while I'm at NYCOM.

Audit

- Tina and I would like to have time to finish fixing the accounting issues before the audit begins. We have finished the 2010-11 fiscal year will begin the 2011-2012 FY when the AUD is done.

NYCOM

- Thank you for allowing Rene Vurraro to attend the NYCOM Fall Training School, she is very excited. The Village will definitely see a return on their investment. We are leaving 8:00am Monday morning and will return Thursday evening. If you would like to find out all the great things we learned and how excited we are stop by the office Friday.

Electric Billing/Shutoffs

- Electric Bills will be mailed on Wednesday September 21st. Shut off notices for the August billing will be mailed September 19th. The new payment electric policy continues to work; we only had one shut off for the July billing.

DPW Supervisor's Report

- Chris at Waste Water Treatment Plant training, for his 2A certification to be a Sewer Operator.
- Updating emergency the plan books, it hasn't been done since 2004.
- Septic tank pumping on schedule at 60% complete.
- Electric Easements for the Hart Subdivision Electric Project are all in but 2. The stake outs are complete, the project is set to begin September 26th.
- Repairs to sidewalks started September 14th and will include the bridge on Buffalo St, Storm Drain at Fire Hall, and walks on Rochester, Richmond, Munger, and Buffalo Streets.
- Flags and flowers have been removed for the street lights for the season.
- Cameras in Hickory Park are working excellent.
- Sidewalk crossing signs working well. The missing sign has been recovered. The Swamp Rd. sign that was damaged by a falling tree was repaired.
- Eight new windows installed have been installed in the Tully building.
- Electric Issues - Lightning struck a home on Canterbury with no effect on the electric utility service, there has been a number of big storms this summer with there being no issues to our system.
- Received a "Thank You" note from the Byron Bergen School for helping remove the old playground equipment.

Mr. Steinmetz presented the board with requested information on the construction of an office for the electric department. The Board will review the information and decided on the matter at a later date.

CEO/ZEO Report

CODE ENFORCEMENT / BUILDING INSPECTOR REPORT

Number of Inspections	5
Number of Building Permits Issued	0
Number of Building C.0 / C.0 Issued	3
Number of Zoning Complaints Filed	0
Number of Zoning Complaints Resolved	1

Number of Appearance Tickets Issued

Number of Fire Inspections

Attended Planning Board meeting for the minor subdivision application and public hearing for Grundike property

Working on fee schedule proposal to present to the Board

A motion was made by Trustee Cooper and seconded by Trustee Donovan to accept the reports. The motion was passed by the following vote:

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

Privilege of the Floor

Grace Gallivan asked if the septic tanks would be pump out by the time cold weather begins. She believes her septic tank has not been pumped for six years and is concerned it will start causing issues. If a problem arises and winter weather has arrived it would be more difficult to work on the problem. Mr. Steinmetz said that the tanks will be completed by winter and that he would find out when hers is scheduled to be emptied and let her know. Mrs. Gallivan also asked for the dates her tank has been emptied as far back as possible.

Trustee Concerns

Trustee Adams

- The flowers in the boxes around the Village are not growing as well as other communities. She would like to go to Churchville in the Spring with her husband to see what they do to make their flowers grow so well.
- Has not heard anything from the Teamsters Union.

Trustee Cooper

- Would like the Village to meet with the Town of Bergen to discuss Shared Services. He believes there could be a significant saving to both municipalities. The Village has mutual aid with many municipalities in the area but rarely with the town.

Trustee Donovan

- Has the Town been contacted regarding adding their newsletter to the Village's electric billing?
- Wants to be sure the issue of being repaid for the problems at the Waste Water Treatment Plant doesn't get dropped. Would like to see Eric Wies at the next meeting.

Trustee Cooper suggested that a letter be drafted and sent to Clark Patterson Lee outlining the Village's position and expectations before the next meeting to insure that they understand it is a pressing issues. Mr. Gale will work with Deputy Mayor Barclay to draft the letter.

New Business

Planning/Zoning Fees

- Mr. Kuter the Zoning and Code Enforcement officer went over a proposal for changes to the fee schedule for Building Permits. Deputy Mayor Barclay appointed Trustees Donovan and Adams to review the proposal and report back to the Board at the October 12th meeting.

Planning Board Position

- Long time member of the Planning Board, Marion Partridge, submitted her resignation effective December 1st. Mrs. Partridge has served as a member and chairperson. The Board will begin looking for a replacement for the position.

Old Business

Wilcox Building

- Trustee Adams along with Trustee Donovan drafted a letter on behalf of the Village Board to the Town of Bergen expressing concerns over the demolition of the “Wilcox Building” at 17 S. Lake Avenue. Mayor Marsocci left word that he didn’t want the letter sent and would rather meet with the Town Council in person so the letter’s intention wouldn’t be misinterpreted. Trustee Adams feels very strongly about preventing the loss of another building on Main St, the wasting of taxpayers’ dollars in the original purchase of the building and its demolition. She feels it would be better to sell the property and get it back on the tax roll. Trustee Cooper agrees with Trustee Adams about the building but doesn’t believe sending the letter would be wise, stating that it may not be the Village’s place to dictate what owners do with their own property if it is within the law.

A motion was made by Trustee Adams to send the letter which was seconded by Trustee Donovan. The motion did not pass by the following vote:

Deputy Mayor Barclay - abstain

Trustee Adams – aye

Trustee Cooper - nay

Trustee Donovan – aye

Smoke Free Parks Proposal

Tobacco-Free Park and Playground Resolution

Resolution 2011-9

The **Village of Bergen** agrees to the adoption of the following resolution designating all parks, beaches and recreation spaces under its jurisdiction to be 100% tobacco-free.

WHEREAS, smoking is responsible for the premature deaths of over 430,000 Americans each year from lung cancer, heart disease, respiratory illness and other diseases; and

WHEREAS, secondhand smoke is responsible for over 50,000 deaths among nonsmokers each year; and

WHEREAS, tobacco kills more Americans each year than alcohol, cocaine, crack, heroin, homicide, suicide, accidents, fires, and AIDS combined; and

WHEREAS, 80% of smokers started smoking before the age of 18, and the average initiation age is 12 years old; and

WHEREAS, everyday an estimated 3,900 young people under the age of 18 try their first cigarette and one-third of these children will die prematurely from tobacco-related illnesses; and

WHEREAS, to help role model non-smoking behavior to children and youth; to provide children, youth and their families with a safe, smoke-free environment; therefore be it

Resolved that the **Village of Bergen**, State of New York, is committed to providing a high quality of living to all residents. And be it further resolved that the **Village of Bergen** believes:

1. There is no safe level of exposure to secondhand smoke. It can cause asthma, respiratory infections, cancer and cardiovascular disease. Children should be able to play and exercise in the **Village of Bergen** Parks without being exposed to harmful effects of secondhand smoke.
2. Tobacco product use in the proximity of children, youth and adults engaging in or watching recreational activities is unhealthy and detrimental to the health of both the participants and observers.
3. Tobacco products, once consumed in public spaces, are often discarded on the ground, thus posing a risk of ingestion to children and causing a litter problem. And be it further

Resolved that all of the **Village of Bergen** parks, beaches and recreation areas will adopt a 100% tobacco free policy.

Compliance

The enforcement of this policy is through **voluntary compliance**. Appropriate Village park land, park facilities and open space will have signage indicating that the designated areas are tobacco-free.

The Commissioner of Parks and Recreation will communicate with parks employees and officials, community organizers, leaders and coaches to discuss the policy and to distribute information.

The **Village of Bergen** parks staff will be responsible for promoting awareness of this policy.

This policy will become effective on: September 14th 2011

A motion was made by Deputy Mayor Barclay accept the resolution as written and was seconded by Trustee Cooper. The motion was carried by the following vote:

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

A motion was made by Deputy Mayor Barclay to enter executive session to discuss employee matters and seconded by Trustee Cooper. The motion was carried by the following vote:

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

The Board entered executive session at 9:07pm

A motion was made by Trustee Cooper to exit executive session and seconded by Trustee Donovan. The motion was carried by the following vote:

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

The Board exited executive session at 9:42pm

A motion was made by Trustee Adams 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
Trustee Donovan - aye

The Meeting was adjourned at 9:43

Respectfully submitted,

Cortney W. Gale
Village Administrator