

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on October 24<sup>th</sup>**

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

Trustee Adams  
Trustee Barclay  
Trustee Morgante

Deputy Mayor Cooper was absent

Also present were: Village Administrator Cortney Gale, Grace Gallivan, John Murray, Don Donnelly, Eric Wies, Tina Wilcox, and Bob Fox.

**Approval of Bills**

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

Trustee Adams - aye  
Trustee Barclay - aye  
Trustee Morgante - aye

**Approval of Minutes**

A motion to approve the meeting minutes for October 10<sup>th</sup> 2012 was made by Trustee Adams and seconded by Trustee Barclay. The motion was carried by the following vote:

Trustee Adams - aye  
Trustee Barclay - aye  
Trustee Morgante – aye

**Mayor's Report**

- Time Warner Cable – I have the newsletter from Time Warner Cable. Does the Board want to continue to provide this information at our Board meetings?
- EMS/Mercy Flight Response Sheet – I will provide this information to the Board for as long as you would like to receive it.
- I received a thank you letter from the MEUA outgoing President Bill Whitfield, thanking the Village of Bergen for the fundraiser we had at the end of the year meeting. I personally donated items to the event and put them under the Village of Bergen name.
- EFC – The EFC loan for the Waste Water Treatment Plant has been confirmed at a rate of 0% for 30 years.
- I asked Falcone Electric to do a lighting estimate for the Byron-Bergen Library building. The total cost is \$2,204.11. With the IEEP rebates the project will cost the Town of Bergen \$804.40. I gave this information to the Town and last night at their Board meeting they passed the proposal. The

proposal was the price of lights and bulbs only. The Town and Village employees can come together to do the installation of these lights during downtime under the direction of our electricians.

- Planning Board meeting – I attended the last Planning Board meeting held on October 17<sup>th</sup>. It went very well. I was impressed with the knowledge that both the Village Attorney Kris Vurraro and our CEO/ZEO Ken Kuter had about the zoning law. It made the Planning Board members feel much better about the process and made me feel more comfortable as well.
- On November 12<sup>th</sup> I would like to see if we could hold a luncheon to honor Bruce Partridge and his 30 years of service to the Village. Please check your schedules and let me know if this is a good day.
- I have been asked again this year to participate in the GCC Foundation Annual Appeals letter campaign. Last year we raised \$433,632 for the Foundation.
- Saturday, October 20<sup>th</sup> I attended the West Shore Ribbon Cutting and Trail Dedication in Churchville.
- On Thursday, October 25<sup>th</sup> Cortney and I will be attending a multi-year budget workshop in Batavia put on by the NYS Comptroller's Office.
- On November 7<sup>th</sup> and 8<sup>th</sup> I will be attending the MEUA Engineer Workshop in Syracuse.
- Looking into the future, it has been suggested that we look into a Dog Park and also a charging station for electric cars.
- We are going to retrofit one of our downtown light fixtures with a LED unit. If we like how it works out we can retrofit the remaining downtown lights.
- If anyone is interested to have their home analyzed with our infrared camera for heat loss they should call the office and have their name put on the list. These tests will start being done in January.
- Royal Employer Services a company of GCASA is an employee assistance program which we use to offer our employees. This program provides a series of counseling services for example emotional, stress and substance abuse. This service is an affordable way to round out benefits not available through standard health insurance. This service would not cost our employees any additional co-pays. Each employee can obtain services 6 times a year. The service also provides onsite training as well. If the board agrees with this I would like to reengage this company for their services at the cost of \$650/year.

### Administrator's

#### **Electric/Sewer**

- There were no turn offs this month.
- Electric Bills were mailed out on October 19<sup>th</sup> and are due November 9<sup>th</sup>.
- A reminder that the newsletter is going out with the sewer bills on October 31<sup>st</sup> if you have any information to include in the newsletter please get it to me or Rene by October 26<sup>th</sup>.
- The water usage report will be coming from the Monroe County Water Authority, and changes in consumer usage will be reflected in the October bill.

#### **Accounting**

- The AUD has been completed and submitted; the PSC report is completed and is being reviewed before being submitted. I would like to thank Bob Fox for all his support. We are way ahead of where we were last year with the reports and closing the books.

#### **NYSERDA**

- Mr. Steinmetz and I took advantage of the Municipal Rebate Program through NYSERDA to purchase four refrigerators, one for the office and three for the apartments. The program pays for 75% of energy efficient products. We can also take advantage of IEEP rebates. The final cost of the refrigerators to the Village will be \$33.50 each.

**Budget Workshop**

- I will be attending a multi-year budgeting workshop along with the Mayor tomorrow in Batavia. The workshop is sponsored by the county and taught by the Office of the State Comptroller.

**Holley**

- I would like to thank the Board for allowing me to help Holley last week. They have new staff members who are in the processes of learning their jobs and trying to fix issues, we will continue to support them the best we can. Our help was greatly appreciated.

**Apartment**

- The vacant apartment has not yet been rented. Kirk has received two applications and is reviewing them. There are signs up at the office and one at the library. We may have to post the apartment on craigslist if we do not receive more applications.

**Honor Society**

- I was contacted by Heather Holland, the Byron – Bergen National Honor Society would like to place yellow ribbons along Lake Avenue for Veterans Day. I think it would be a nice idea, if the Board agrees I will contact NYS DOT to verify a permit isn't needed.

**DPW Supervisor's Report**

- I would like to thank the crew for their hard work on Friday planting 15 trees and tearing out the bushes and landscaping Zuber Park.
- Nick and Joe will be assisting Corfu Thursday with an overnight shutdown.
- The plant is running OK with the foaming under control and the micro organism count going up. I met with Mark Koester and discussed our blowers and he will be sending his engineer out to evaluate our options.
- We are ready for the white stuff with equipment set up and the salt barn full.
- We did well at the equipment auction with the mower bringing \$8500 (\$8000 est.) and the loader bringing \$30k (\$20k est.) the added value was due to the condition and detailing.
- We have sidewalk replacement in progress and more to be done in the spring.
- I would like to install "no parking" signs on the east side of Clinton St due to increased vehicles causing visibility issues.
- The NYCOM conf. Is going well with lots of helpful info and contacts.

**Privilege of the Floor**

Grace Gallivan asked questions regarding Mr. Foxes report, specifically the elimination of capital reserves and not earmarking unappropriated fund balances per the State Comptroller's request.

Mr. Gale explained that the capital reserves have a balance of just \$1400 and no longer needed. He also stated that by earmarking or creating reserves it would make it difficult use those funds if an emergency arose. The ramifications of not creating the reserves per the Comptrollers request would only be another report from them stating we should have created the reserves.

**Trustee Concerns****Trustee Barclay  
Grants**

- I met with Gail Fisher (Regional Advisory Officer - NYS Archives) and Ray MacConnell(village historian) on Tuesday (10/22) to discuss parameters of the upcoming grant

to allow for the preservation (stopping the degradation of documents) and reformatting of our historic materials. The official guidelines have not yet been published; however we have enough guidance as to how to approach a project for a grant proposal to include needs assessment, school involvement (DBQ's), digitalization of documents, joint project with town historian, etc. Ray and I will meet to evaluate village historical materials.

- I am continuing to investigate options related to the CSX Corporation Contributions Program. The school district is including us in their next "safety" committee meeting in order to discuss including grant options into the safety education program at the school.
- There is a grant opportunity for drainage project, and one for ADA compliant materials (picnic table) for Hickory Park we are investigating.

#### **Emergency Preparedness Plan**

- I met with Superintendent Casey, Mike List (Buildings and Grounds Manager), Drew Doll (transportation coordinator), Ralph Marsocci, Ken Steinmetz, and Tom Williamson on October 11 to discuss and update the Village Emergency Preparedness Plan. All updates, pertinent information (staff, equipment, vehicles, facilities, etc) from the school district, town of Bergen, and village of Churchville will be included in the 2013 Plan.

#### **Parks Master Plan Committee**

- The committee will meet tomorrow at 7pm to complete the rough draft of the plan. Copies of the draft will be presented to the board in November.

#### **Plaque for Tally**

- I contacted American Custom Engraving Co to let them know of the board's decision to purchase the stainless steel plaque; the materials are being ordered, text is being completed with Vicky's input.

#### **200th Anniversary Committee**

- The committee met on October 15<sup>th</sup> to brainstorm ideas for the celebration; these included a street banner, logo contest, t-shirt design, Liberty Elm Tree planting (through village Tree Board), fish fry, bands, time capsule, and wooden nickels, among others. The next meeting will be November 19<sup>th</sup>.

#### **Tree Lighting Celebration**

- I received confirmation that the elementary school band will be performing on November 30<sup>th</sup>.

#### **Tree Board**

- Thank you to everyone involved in planting the trees for the Tree Planting Program!!

#### **Trustee Adams**

- Glass was all over the road where Heberle Disposal employees dropped recycling. This isn't the first time. They should be contacted to ensure it doesn't continue.
- A sound system is needed in the board room, many people cannot hear during the meeting especially when the furnace turns on.
- What is the news on the Electric Study, it has been many months and we have yet to receive it.
- Provided the board with information from the Community Action Board for Mill Seat Landfill.

A motion was made by Trustee Barclay and seconded by Trustee Adams that the reports be approved. The motion was carried by the following vote:

Trustee Adams – aye  
 Trustee Barclay - aye  
 Trustee Morgante – aye

### New Business

#### **2011-12 Fiscal Year Report – Bob Fox (EFP Rottenburg)**

Bob Fox from accounting firm EFP Rottenburg presented the board with his summary of the 2011-12 fiscal year. Mr. Fox included projections and suggestions for the next budget.

#### **2011-12 Fiscal Year End Budget Transfers**

A motion was made by Trustee Adams and seconded by Trustee Morgante to approve the Budget Transfers for the 2011-2012 fiscal year. The motion was carried by the following vote:

Trustee Adams – aye  
 Trustee Barclay - aye  
 Trustee Morgante - aye

#### **Resolution to Close Capital Reserves**

##### **Resolution 16 of 2012**

##### **Closure of Capital Reserves created April 11<sup>th</sup> 2012**

WHEREAS, The Board of Trustees of the Village of Bergen on April 11<sup>th</sup> 2012 created Capital Reserves in the amount of \$30,000 in each of the Sewer, General, and Electric funds for the purchase of heavy equipment, and

WHEREAS, The Board of Trustees of the Village of Bergen on August 8<sup>th</sup> 2012 approved the purchase of a 908H Caterpillar loader in the amount of \$85,750 to be funded from said Capital Reserves, and

WHEREAS, The balance of the Capital Reserve in the General and Sewer Funds are \$1,420 respectively and \$1,410 in the Electric Fund, and

NOW, Therefore, It Is Hereby Resolved and Ordered by the Board of Trustees of the Village of Bergen that the remainder of the Capital Reserves created on April 11<sup>th</sup> 2012 be used for capital expenditures in the 2012-2013 fiscal year.

Be It Further Resolved, that the Board of Trustee of the Village of Bergen, hereby, authorizes the Village Administrator to apply the remaining funds of the Capital Reserves to capital expenditures in the 2012-2013 fiscal year.

A motion was made by Trustee Barclay and seconded by Trustee Morgante to approve the closure of capital reserves created on April 11<sup>th</sup> 2012. The motion was carried by the following vote:

Trustee Adams – aye  
 Trustee Barclay - aye  
 Trustee Morgante - aye

#### **Munger Street Engineering – Eric Wies (Clark Patterson Lee)**

Eric Wies from the engineering firm of Clark Patterson Lee discussed with the board options for the Munger Street drainage issue. He suggests that a study be done to show the full scope of the project. There are three phases of the project that can be done together or separately depending on available funds. Trustee Barclay stated that there may be grant funds available in the Spring for projects that are ready to proceed. The board asked for a second quote for the study be obtained.

### Old Business

#### **Tax Exempt Resolution**

The board discussed the resolution that would give tax breaks to residents who make improvements to their homes. The Board decided to wait to see if the County approves it before proceeding.

A motion was made by Trustee Adams and seconded by Trustee Barclay to enter into executive session to discuss the union contract at 8:39pm. The motion was carried by the following vote:

Trustee Adams – aye  
Trustee Barclay - aye  
Trustee Morgante - aye

A motion was made by Trustee Barclay and seconded by Trustee Adams to exit executive session at 8:53pm. The motion was carried by the following vote:

Trustee Adams – aye  
Trustee Barclay - aye  
Trustee Morgante - aye

A motion was made by Trustee Morgante and seconded by Trustee Adams to adjourn the meeting. The motion was carried by the following vote:

Trustee Adams – aye  
Trustee Barclay - aye  
Trustee Morgante - aye

The Meeting was adjourned at 0:00pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator