

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm January 25<sup>th</sup> 2012**

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, Ken Steinmetz, and Grace Gallivan.

**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  
Trustee Donovan - aye

**Approval of Minutes**

A motion to approve the meeting minutes for January 11<sup>th</sup> 2012 was made by Trustee Donovan and seconded by Deputy Mayor Barclay. The motion was carried by the following vote:

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

**Mayor's Report**

- Insulation program is going well, there are 9-10 homes completed, with more being inspected
- Met with Cindy Jessop and Jeff Richardson from Waste Management on January 25<sup>th</sup> regarding possible refuse contract. Waste Management returned a favorable offer, which the board should discuss.
- Met with DPW Supervisor Steinmetz and the entire DPW staff to discuss issues. It was a very productive meeting.
- Presented a check for \$2,020 to Gilliam-Grant along with Joe Chimino from the MEUA Annual Conference fundraiser.

## Deputy Mayor Report

### **Tulley Building**

- Repair work has been completed in the space occupied by Level 1 Computers (due to beam replacement work).
- Refurbishing work is being completed in the 2<sup>nd</sup> floor west apartment, and entry hallway.
- Block walls, ductwork, ceilings are in place in the new basement document storage room. HVAC system being investigated.
- Ken S and I met to review progress and future work plans

### **LGRMIF Grant**

- Lisa Campbell (temporary clerk) has begun work on sorting boxes of documents. I have assisted Lisa with this work on several occasions.
- Shelving and other supplies covered by the grant have been delivered.
- Rene', Cortney and I are working on developing more effective box labels for village use.

### **Village Tree Board**

- Next meeting — February 7, 2012 - Dave Stettner of Salmon Creek Nursery will attend. He will review tree recommendations for the village, tree planting and maintenance.
- March 6, 2012 meeting — Mark Gooding of the NYS DEC Region 8 will be attending. We will be discussing the spring village tree survey, tree identification booklets, and Park Day information booth.

### **Main Street Grant**

- Tuesday, Jan 24<sup>th</sup> there was a conference call with Maureen Palumbo (Office of Community Renewal), Gary Rouleau and Tom Lajewski of J. O'Connell and Assoc (Grant consultants), Cortney, and myself to discuss the Main Street Grant Application for 2011. It was an "exit conference" to review positive points of the application the village submitted and parts to strengthen in the next round. There were 120 applications submitted and only 22 were awarded funding. Our plan is to resubmit when the requirements and deadlines are determined

### **Town/Village Committee**

- Paul and I met with Belinda Grant and Joe Nenni (Town Councilpersons) on January 17 to develop list of topics for discussion. The list includes (and will be added to) DPW sharing, budget cycles, lawn mowing, Tree City and Parks, Historical Society and historians, Comprehensive Plan of town and village. The next meeting is Feb. 21 at 6pm; the focus will be the current town-village Comprehensive plan.

### **Letter**

- I wrote a letter to the school board on behalf of Robert Lancia, Kevin Bleiler (school music program), and Matt Bertram (art) in appreciation for their cooperation and enthusiasm in encouraging and promoting student participation in village activities (Ward Park Dedication, Christmas Tree Lighting, and Art in the Tulley Building).

## Administrator's Report

### **Accounting**

- All monthly State and Federal reports were completed.
- December month end processes are complete.
- Bob Fox's mother passed away, sent a card from the Village
- A big moment in our audit occurred this week when we were able to get cash to tie out for entire 2010-11 fiscal year. This was our biggest hurdle.

**State Audit**

- State Auditor Lauren Kelly has made our office her Field Office, which means she will be working on other projects while she is with us. She projects being here for a month or more
- The first part of the audit is to review our employment record for New York State Retirement. So far she has only brought to our attention one problem which is the need of a Work Day Resolution. The resolution sets how many hours our workday is for each employee, eight for employees and six for board members. Timecards will no longer be necessary for board members.

**Cell Tower**

- There is nothing new to report. Dan hasn't been in touch to discuss the proposal. Crown Castle is reviewing my request eliminate the clause that we agree to would wave our right to give permission to add tenants on the tower.

**Electric & Sewer Billing/Shutoffs**

- Electric bills were sent out on Monday January 23<sup>rd</sup>, they are due February 13th
- Sewer bills will be sent out next week, and will be due February 29<sup>th</sup>

**Elections**

- Question from Tom Williamson regarding Independent Nominating Petition requirements. I contacted Genesee County Board of Elections and NYCOM who confirmed my position.
- Election Inspector Resolution will be prepared for the next meeting, the party affiliation depends on candidates.

**27 Leroy St**

- Will be sold at auction by the county at Bontrager Auctioneers on Wortendyke Rd. Batavia on March 3<sup>rd</sup> at 10:00am.

**USPS Purchase**

- We need to purchase pre-stamped and printed envelopes from the Post Office; we are done to our last 500. The easiest way is to purchase online by credit card. With the Board's permission I would like to purchase 5000 envelopes at a cost of \$2,679.50.

**Tax Cap Resolution**

- Dan Bryson has prepared a Tax Cap Resolution it will need to be passed before the budget. Please look it over so we can vote on it at the next meeting.

**DPW Supervisor's Report**

- Gibson place lift station installation complete and working well. Clean up scheduled for next week. Eric Wies is working on Generator installation schedule.
- Sewer Plant running well, there have been no issues lately.
- Tulley Building Apt #3 is rented, #4 in progress with an anticipated completion in mid-February
- A mild winter has resulted in lower salt use we are using up old salt with agreement from town to borrow salt if needed. Talked to town regarding the demolition of their old DPW barn, which has impact on Village storage.
- Archive room moving well, Floor done, block walls done and ceiling is being finished this week. Beams welded angle iron installed and shimmed, electric and ductwork reworked for installation. Looks like March 14<sup>th</sup> grand opening.
- Great job by electric crew, there were no issues during recent wind storms. Nick and Joe went to Spencerport for mutual aid to help with their power outages and worked through the night to help our neighbors.

- All the information and quotes have been put together for the electric equipment to complete the Hart Subdivision underground electric project. Suggests that the equipment be ordered as it takes 8-10 weeks to receive the equipment.

A motion was made by Deputy Mayor Barclay and seconded by Trustee Donovan to purchase the necessary equipment to complete the Hart Subdivision underground electric project. The motion was carried by the following vote:

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

**Trustee Concerns**

**Trustee Cooper**

- Met with the Town/Village relationship committee, received information on how funds are budgeted in the Town.
- The town’s Bi-Centennial is next year. They would like to planning events for Park Days and are looking for ideas.

Mayor Marsocci stated that he instructed Village and Town Attorney Dan Bryson to bill the Town for all the work done on the Host Community Agreement. The revenue received from the agreement is placed in the Town wide budget which includes the town.

**Trustee Adams**

- Spoke to Cindy Jessop from Waste Management regarding their tree nursery. They plan on completing a survey of the number and kinds of trees available in the spring and will contact the village
- Street Gossip – Hear that the Town may be taking down both their old DPW Building and the Wilcox building sooner that anticipated
- Would like more communication from the Mayor, was not contacted when Senator Chuck Schumer was in town for discussion on the High Speed Rail

**New Business**

**Work Day Resolution – 04-2012**

BE IT RESOLVED that the Village of Bergen, location code 40370, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Administrator/Clerk-Treasurer	8
Deputy Treasurer	8
Deputy Clerk	8
Laborer	8
DPW Supervisor	8
Lineman	8

Wastewater Sewer Operator	8
Mechanical Equipment Operator	8

On this 26<sup>th</sup> day of January, 2012 I, Cortney W. Gale, clerk of the governing board of the Village of Bergen, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, and that same is a true copy thereof and the whole of such original.

A motion was made by Trustee Cooper and seconded by Deputy Mayor Barclay to accept the Work Day Resolution. The motion was carried by the following vote:

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

### Old Business

#### **Russell Plumbing**

The Board discussed the information from Russell Plumbing regarding the additional costs of the Hart Subdivision project and reviewed the options presented by Mr. Steinmetz. A call was made by Mayor Marsocci for a motion to except one of the two options, there being none the topic was tabled. Mr. Steinmetz was asked to contact Mr. Russell to inform him of the board's decision.

#### **Sewer Update**

Eric Wies of Clark Patterson Lee was on hand to present the latest information on the Waste Water Sewer Plant Project. He has come to an agreement with the vendors for the additional cost incurred to the Village building the plant. He believes the agreements are fair and will provide the Village with important training and regular maintenance. Mr. Wies asked that the Board approves the signing of documents that will close the MW Controls contract, finalize change order number three, approve the payment application of \$8000 and put into effect the "Tech Check" service contract.

A motion was made by Deputy Mayor Barclay and seconded by Trustee Cooper to approve change order number three. 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 Trustee Cooper and seconded by Trustee Adams to approve the final payment application in the amount of \$8000. 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 and seconded by Trustee Donovan to approve the “Tech Check” service agreement. The motion was carried by the following vote:

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

Executive Session called by Mayor Marsocci to discuss employee wages, Union Contract, and Refuse Contract.

A motion was made by Trustee Adams and seconded by Deputy Mayor Barclay to enter executive session at 8:35pm. 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 Trustee Cooper and seconded by Trustee Donovan to exit executive session at 9:50pm. 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 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  
Trustee Donovan – aye

The Meeting was adjourned at 9:51

Respectfully submitted,

Cortney W. Gale  
Village Administrator