

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm June 27<sup>th</sup> 2012**

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

Trustee Adams  
Trustee Barclay  
Trustee Morgante

Mayor Marsocci was absent while attending a MEUA Conference.

Also present were: Village Administrator Cortney Gale, DPW Supervisor Ken Steinmetz, Chris Fay, Nick Booher, Kevin Donovan, Ken Steinmetz, and Grace Gallivan

**Approval of Bills**

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

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

**Approval of Minutes**

A motion to approve the meeting minutes for June 13<sup>th</sup> 2012 was made by Trustee Adams and seconded by Trustee Barclay. The motion was carried by the following vote:

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

**Mayor's Report**

- I am attending the MEUA Central Regional Conference in Groten, NY. I have missed the previous two MEUA conferences because they fell on Village Board meeting nights, but feel it important to attend this meeting because I am in charge of the Fundraiser for the Annual Meeting which is coming up in late August.
- Planning and Zoning Board of Appeals vacant seats have all been filled. Planning and ZBA Chairs will be contacted with all the details.
- We are close to finalizing the IEEP Insulation Program, with another house completed.
- The IEEP Commercial Energy Conservation program is being discussed with business owners. Discussions with Gregry's has resulted in findings that this program would not benefit them, as they have no equipment that could utilize the program.
- The alternative refuse pick-up is being discussed further with several people. I will have more names and details at the next Board meeting.
- Our additional sheriff patrol is working very well. He has been very visible in the community and is making a difference. I have received positive feedback from community members about this issue.

- I have contacted CSX regarding the poor condition of the railroad crossing and an investigation has been opened as of 6/26/12. We have also contacted Dan Stahley at DOT with the case information.
- We are also working with Dan Stahley on the drainage on Route 33 which flows down Munger Street to address the ongoing issue on this Village road. It is going to cost \$1.3 million to repair Munger Street. We want to make sure we address the drainage problem coming from Rt. 33 before we go forward with the repairs to Munger Street. We are hoping to receive grant money to fund some or all of the repairs.
- June 20<sup>th</sup> I attended the State Comptroller's Local Government Leadership Institute conference held in Syracuse, with cooperation from Cornell University. Speakers included the President of Cornell University, the Mayor of Syracuse and our own Steve Hyde from the Genesee County Economic Development Committee. It was a very informative conference.

### **Administrator's Report**

#### **Electric & Sewer Billing/Shutoffs**

- Electric Bills were sent out Thursday June 21<sup>st</sup> and are due July 11<sup>th</sup>
- Electric shutoff payments are due June 30<sup>th</sup> - we had a record low 29 mailed notices.

#### **Property Taxes**

Village Tax Bills are due June 30<sup>th</sup>. A 5% penalty is added in July and 1% each month until November when they are sent to the County to be placed on Town/County taxes. I would again like to thank the Board for allowing us to purchase the Tax Software. This is the second year we've used it and it continues to provide great benefits in regards to process time and accuracy.

#### **State Audit**

The Office of the State Comptroller contacted our office and will be sending the first draft of their report tomorrow June 28<sup>th</sup> with the "Exit Interview" scheduled for July 5<sup>th</sup>. The date was rescheduled from June 29<sup>th</sup>. I feel confident that we have corrected many of the deficiencies that may be identified in the report.

#### **HealthCare**

I followed up on Trustee Adams suggestion to contact the Town of Batavia regarding their High Deductable Health Plan. The Town has the Teamsters Union's High Deductable plan and one through Univera for non-union employees. They save a great deal of money with these plans. When I get a copy of the Unions plan I will put together a proposal for the board.

#### **Computing**

I contacted Batavia Computing for a quote for computer services; the quote is for \$1800. There are some upgrades to the system that they would like us to do before they enter into the contract. I would like to contact some of their references.

#### **Logo**

Waste Management is putting together a banner for its 10 years anniversary at Mill Seat Landfill. They called to get the Village's Logo to put on the banner with the other surrounding municipalities. However, we do not have a logo. Instead they will just place "Village of Bergen" on the banner. I have worked on a logo in the past but I am not an artist, I think we should find someone to create a logo.

#### **Half-Staff**

I have been placed on the mailing list by the American Legion to be alerted when a proclamation has been made to place Flags at half-staff. Today the flag was lowered in the memory of Major Paul C. Voelke who died in Afghanistan.

### **DPW Supervisor's Report**

- Work on Tulley Building continues with good progress

- The sewer plant running O.K. with a few issues. A new air flow meter is ordered and will be here on 7/5. Koester will do the install. Also new pressure transmitter will arrive this week and will be installed as soon as possible. The seal on the RAS pump has been repaired.
- The electric shop will assemble and set up the new mobile radar sign and continue work on GPS and stray voltage.
- The specs for the new loader as set and will go out to bid. Also we are working on the specs for the sewer jetter and will be having demos on 7/17 and 7/31.
- New fencing has been installed on Buffalo St.

### **Privilege of the Floor**

None

### **Trustee Concerns**

#### **Trustee Adams**

- Concerned about the CSX railroad crossing. Wants to be assured that it is being followed through with.
- Interested to know if Trustee Morgante has found any information on the drainage needs on Munger Street .
- Brush wasn't picked up on Monday as scheduled.
- Is there any new information on the grass in the development, when is it scheduled to be re-seeded?

Mr. Gale stated that CSX has been contacted and a case was opened to investigate the crossing. DOT was also contacted, they said that process of opening a case with CSX is the best route.

Trustee Morgante has been reading information online and has made inquiries while traveling. He stated that there is very little information available that is similar to the Village's situation. He will continue to research.

Mr. Steinmetz stated that the brush pickup was completed on Tuesday due to a staff meeting on Monday and the need of a flagperson on Route 19. Seeding of the Hart Subdivision will be 7/16.

#### **Deputy Mayor Cooper**

- Met with the Teamsters Union on June 18<sup>th</sup> with little progress. They did agree to consider alternate health insurance plans. The next meeting is July 18<sup>th</sup> at 5:00pm

#### **Trustee Barclay**

##### **Grants**

- LGRMIF Grant
  1. We received confirmation from Mark Maniak, of the Grants Administration Unit that the final report submitted for the LGRMIF has been approved.
  2. Thank you to everyone involved in the process for a job well done!
- Main Street Grant
  1. Ken Steinmetz, Cortney Gale, and I met with Tom Lajewski (grant writer) to review the narrative portion of the grant application. Several changes were made, information was added.
  2. I contacted Sen. Ranzenhofer's office, Assemblyman Hawley's office, the Genesee County Legislature (Mary Pat Hancock, Bob Bausch), B-B Superintendent Mr. Casey Kosiorek, Town Supervisor Cunningham, Genesee Chamber of Commerce, Steve Hyde (GCEDC), and Charlie

Cook (BBCA, FLRC Rep) for letters of support. Our requests were positively received and many letters have been sent to the village office.

#### **Village Tree Board**

- Sarah Donovan and Kelsey Swinter , students at Byron-Bergen, and Stephen Locke, teacher at Byron-Bergen, worked with Tree Board members Ed Adams, Kevin Donovan, and myself on June 15 to survey the trees in the village "right of way" of Munger Street. This is the beginning of the survey in which the Village Tree Board will be cataloguing the species, size, and condition of village trees.

#### **Parks Master Plan**

- The Park survey was included in the mailing of the last electric bill; the survey results will be used to inform the Parks Master Plan. Completed surveys are already coming in to the village office, and will be collected through July 16th.

#### **Tulley Building**

- I met with Ken Steinmetz to discuss work in progress on the Tulley Building, and work planned. Exterior work will be completed over the next 2 months (3 exterior doors, one window, and façade work) and the commercial space will be ready for occupancy by Sept. 1, 2012.

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

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

### **New Business**

#### **Fire Department Member Approval**

A motion was made by Deputy Mayor Cooper and seconded by Trustee Barclay to accept Gary Donofrio and Julie Donofrio as member of Fire Department. The motion was carried by the following vote:

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

#### **Planning and Zoning Nominations**

Mayor Marsocci previously appointed the following individuals to the Planning and Zoning Boards, the names were read to place them on the record:

##### **Planning Board**

David Burke  
Michael Flemming  
Ken Steinmetz – Alternate  
Christina Bergeron - Alternate

##### **Zoning Board of Appeals**

Byron Ariyaratnum - Alternate  
Frank Ciaccia - Alternate

#### **Brush, Grass and Weeds Local Law**

Mr. Gale advised the board that the 2010 Local Law regarding Brush, Grass, and Weeds was not submitted to the State. It will be necessary to repeat the procedures to make it a local law. The Board agreed to proceed with putting the local law in affect.

### **Old Business**

Electric Budget

A motion was made by Trustee Adams and seconded by Trustee Barclay to approve the 2012-2013 Electric Budget without the inclusion of a “squirtboom” electrical truck. The motion was carried by the following vote:

Deputy Mayor Cooper - aye

Trustee Adams – aye

Trustee Barclay - aye

Trustee Morgante - aye

Mr. Gale was asked to discuss methods of purchasing the “squirtboom” truck with Accountant Bob Fox and return the information to the board.

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

Deputy Mayor Cooper - aye

Trustee Adams – aye

Trustee Barclay - aye

Trustee Morgante - aye

The Meeting was adjourned at 7:51

Respectfully submitted,

Cortney W. Gale  
Village Administrator