

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on July 11th 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 Cooper
Trustee Adams
Trustee Barclay

Trustee Morgante was absent while traveling for business.

Also present were: Village Administrator Cortney Gale, DPW Supervisor Ken Steinmetz, Chris Fay, Kevin Finucane, Joe Chimino, Nick Booher, Ken Kuter and Kevin Donovan.

Approval of Bills

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

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

Approval of Minutes

A motion to approve the meeting minutes for June 27th 2012 was made by Trustee Barclay and seconded by Deputy Mayor Cooper. The motion was carried by the following vote:

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

Mayor's Report

- The IEEP commercial program, we have two businesses who are interested, the Rose Garden Bowl and Craft Supplies Limited. The total cost for both businesses would be \$9,130.88, the portion covered by IEEP would be \$6848.56 or 75%. The Bergen Farm Market and Ralph & Rosie's declined. Greg'ry's Bakery did not qualify and Morgan's Place decided that because of the 20 year payback it did not make sense to pursue.
- There are 8 more Village residents who will receive letters about the IEEP insulation program. It will be complete by the end of the month.
- The alternate refuse pick up was discussed with several interested parties. It does seem feasible for them to pursue based upon time constraints, with the summer being their busiest time and insurance issues.
- CSX was contacted 6/26/12 about the condition of the railroad crossing on Rt. 19. An investigation was opened and we were assigned case #117626. Correspondence was received back from CSX on 7/10/12 stating that a CSX representative will inspect the crossing and investigate our concern. Letters were also sent to Maurice O'Connell at CSX, Senator Michael Ranzenhofer, Congresswoman Kathy

Hochul, Senator Charles Schumer, Assemblyman Steve Hawley and Jay Grasso.

- The next newsletter will be about the Jenny Kuzma 5K, letting the residents know that the race will be held on August 13th at 8:00 am. The race will be run through Village and I am hoping to encourage local residents to participate and support the runners by coming out to cheer them on.
- I would like someone to represent the Village of Bergen at the Genesee Association of Municipalities (GAM) meetings which are held the 3rd Thursday of each month.
- We need to check into local laws to see if there are weight limits for Village streets. This subject will need to be pursued further and local laws written if none exist.
- Joe, Nick and I went Bath last month to tour their new substation. The cost was \$4.2 million to build, but Joe and Nick feel we could do it for approximately \$3 million. They felt that the materials/labor were above and beyond what was needed. Bath used 100% outsourcing to complete, and we feel that Joe and Nick could complete part of the substation in house.
- A letter will be sent to Bonduelle and the company who hauls the waste from Bonduelle, stating our concerns about leakage from the trucks through the Village.
- While Ken S. was on vacation, I was busy covering when necessary and fielding questions etc.

Administrator's Report

Electric & Sewer Billing/Shutoffs

- Electric Bills were due today. Shut Off notices will be sent on July 18th
- There are 6 scheduled to be shut off Monday, unless payment is made.

Property Taxes

- There are 32 parcels that taxes have not been paid on for a total of \$24,028.47. This is similar to last year's total at this time of \$24,917.25.

State Audit

- Tina Wilcox and I met with Lauren Kelly and Kevin Burns from the Office of the State Comptroller for our Audit exit interview. The discussion went well; they gave some ideas for the Village's response letter and Action Plan. We should set a date for a work session to discuss the steps we will take with the unappropriated balances? A response from the village is due July 30th.

Computing

- The cost of the upgrades needed for the computer systems would be approximately \$1200 not including installation. I feel that we should stay with Level 1 PC because of the service they have provided us to date and the response time to get us back up and running if problems arise. It is also important to support local businesses when it is reasonable to do so.

Refuse Collection

- Heberle Disposal has changed their route; we will be last instead of first. Pick up will be about 1:00pm. Heberle is dumping at Mill Seat instead of Scottsville which means they can apply our savings from the Waste Management Agreement.
- I published a notice of bid for Refuse Collection and Recycling Service in the Batavia Daily News. I suspect Heberle will come in at the lowest bid but there may be smaller companies who may be interested. The bid due date is August 6th at 11:00am.

CSX

- We received a letter from CSX acknowledging that they will be inspecting the crossing and investigating our concerns. A date and time was not given for the inspection.

Bonduelle Lease

- The changes Plant Manager Jim Newcomb requested have been made to the Lease Agreement for the Electric Building and returned to him, hopefully for signing!

The Board agreed to meet for a work session at 5:30pm on July 25th

CEO/ZEO Report

Number of Inspections	10
Number of Building Permits Issued	0
Number of Building C.O / C.O Issued	1
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	1
Number of Appearance Tickets Issued	0
Number of Fire Inspections	3

- Working with property owner at 27 Leroy St to issue demolition permit, asbestos survey is complete, owner is obtaining estimates to remove the asbestos.
- Siding issue on Canterbury
- Fire Inspections are going slower than expected due to the lack of past history. Building owners are being patient and cooperative.
- Attended training on new generator regulations

Trustee Concerns

Trustee Adams

- Hanging flower baskets in the downtown area are dying and should be taken down, flower boxes are doing well.
- With the dry weather how is the Bonduelle Plant's consumption of electricity?
- Has been very difficult tracking down information on Vincent DelPlato, he is in the area but isn't in good enough health to redo the mural. Will work to find a new artist

Joe Chimino stated that the Bonduelle plant is not running a full capacity but since it started earlier this year electric consumption should be average.

Trustee Barclay

Grants

- **LGRMIF Grant**
 1. The final check of \$2,705 was received which officially completes the project.
 2. I worked on page preservation of the Oath of Office books from 1877 to 1970's. I will begin work on the meeting minutes for the same time period. This will preserve the writing (ink) until we secure funding for the next phase of archive storage project.
- **Main Street Grant**
 1. I contacted Assemblyman Hawley's office and spoke to Eileen Banker, and Charlie Cook once again to request support letters; we received a letter from Steve Hawley and 2 from Charlie Cook (BBCA and Liberty Pumps).
 2. Tom Lajewski (grant writer) has completed the NYS Consolidated Funding Application for our Main Street Grant project. He sent copies for Cortney and I to review, and with our feedback will submit the application.
 3. The total cost for the project is \$292,720; \$77,668 contributed by the property owners, \$215,052 requested from the grant (construction \$184,052, village streetscape \$15000, administration costs \$16000).
 4. Anticipated date of award: October 2012

Anticipated date of executed State contract: January 2013
Reporting, Fiscal Oversight, Grants Administration: January 2013-June 2014
Committee Orientation & Finalization of Design Guidelines: February 2013
Meeting with Property Owners, Application Packets Mailed: March 2013
Applications Due, Review of Applications, Projects Selected: April 2013
SHPO Correspondence, Project Design, Permitting, Bidding: April-July 2013
Construction Begins: August 2013
Project Inspections, Requests for Reimbursement, Monthly Committee Meetings: August 2013-May 2014
Construction Complete: June 2014

Village Tree Board

- We will be setting up an informational display at the Mill Seat Open House July 26th.
- Next meeting is July 17th at 9:30am.

Parks Master Plan

- We have received 54 park surveys to date; many include helpful comments about the current condition and use of the parks and what would like to be seen in the future. They are due by July 16th at which time we will collate the information and share it with the board and community.

Tulley Building

- Tentative plans for the exterior work on the building are in place and will be discussed during the board meeting. When Ken returns from vacation we will work on estimates for the work to be done.

New Business

Resolution for Delegate to MEUA Annual Conference

At a regular meeting of the Board of Trustees of the Village of Bergen, New York, held on July 11th, 2012, the following resolution was adopted:

WHEREAS, the Board of Trustees of the Village of Bergen, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and

WHEREAS, the Semi-Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on August 28, 29, 30 and 31, 2012 to be held at the Radison Hotel, Corning, New York, and,

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Joseph Chimino be and is hereby designated as the accredited delegate of the Village of Bergen, New York.

A motion was made by Trustee Barclay and seconded by Trustee Adams to designate Joe Chimino as delegate to the MEUA Annual Conference. The motion was carried by the following vote:

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

Resolution for Road Closure for Jenny Kuzma Bergen 5k

WHEREAS, THE Jenny Kuzma Memorial Bergen 5k Race, is scheduled on Saturday, August 11, 2012 at 8:30 am,

WHEREAS, the proposed *race* route is along Park View Dr, Route 33, Apple Tree Rd, Route 19, and Rochester St located within the Village of Bergen,

WHEREAS, the Village Board of the Village of Bergen, New York, has determined that it is necessary to close Park View Dr, Route 33, Apple Tree Rd, Route 19, and Rochester St located within the Village of Bergen to adequately protect the health, safety and welfare of the participants in the *race* and the spectators along the route, and

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Village Board of the Village of Bergen, New York that Park View Dr, Route 33, Apple Tree Rd, Route 19, and Rochester St shall be closed within the Village of Bergen, New York on Saturday, August 11th from 8:30am in order to permit the passage of a race along said route, and

The *Village of Bergen* will be responsible for obtaining all proper permits from the New York State Department of Transportation and to notify the Genesee County Sheriff and the Bergen Fire Department and to comply with all requirements of said agencies. The *Village of Bergen* will also take the responsibility to make all necessary arrangements for traffic control (barricades, flagpersons, signs, etc...).

BE IT FURTHER RESOLVED AND ORDERED that said road shall be reopened to passage of vehicular traffic as soon as it is practicable after the conclusion of said *race*.

A motion was made by Deputy Mayor Cooper and seconded by Trustee Barclay to approve the road closures for the Jenny Kuzman Memorial Bergen 5k. The motion was carried by the following vote:

Deputy Mayor Cooper - aye

Trustee Adams – aye

Trustee Barclay - aye

Tulley Building Renovations

Trustee Barclay discussed the plans for the exterior renovations to the Tulley building. The renovations will go along with the history of the building and the style of other local buildings. Trustee Barclay stated that the work will begin when DPW Supervisor Steinmetz returns from vacation. Deputy Mayor Cooper asked how much money is left for the project and if there was any budget in place for the work that is planned. Mr. Gale stated that there is approximately \$70,000 left for the project and there is no budget in place but plans would be brought before the Board for approval.

Level 1 PC Contract

A motion was made by Trustee Adams and seconded by Trustee Barclay to enter into a service contract with Level 1 PC for one year for \$2,100. The motion was carried by the following vote:

Deputy Mayor Cooper - aye

Trustee Adams – aye

Trustee Barclay - aye

IIEP Commercial Program

A motion was made by Trustee Barclay and seconded by Deputy Mayor Cooper to approve the IIEP Commercial Program for \$6,848.56. The motion was carried by the following vote:

Deputy Mayor Cooper - aye

Trustee Adams – aye
Trustee Barclay - aye

Old Business

2011-2012 Budget Transfers

A motion was made by Trustee Adams and seconded by Deputy Mayor Cooper to approve the 2011-2012 end of fiscal year Budget Transfers and modifications. The motion was carried by the following vote:

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

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

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

The Meeting was adjourned at 7:55pm

Respectfully submitted,

Cortney W. Gale
Village Administrator