

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on July 24<sup>th</sup> 2013**

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

Also present were: Village Administrator Cortney Gale, DPW Supervisor Ken Steinmetz, Grace Gallivan, Kristopher Vurraro, and Lorisa LaRocca.

**Approval of Bills**

A motion to approve the bills was made by Deputy Mayor Cooper and seconded by Trustee Morgante. 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 July 10<sup>th</sup> 2013 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

**Executive Session**

A motion to enter executive session to discuss legal matters pertaining to the employee handbook 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  
Trustee Morgante - aye

The Board entered executive session at 7:06pm

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

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

The Board exited executive session at 8:11pm

### **Mayor's Report**

- Memorial plaque dedication for Tally Almquist went well. Thanks to Trustee Barclay for doing a great job putting it together.
- George Squires met with Ken and Cortney to discuss the draining issues on Munger St.
- The Village shouldn't have any issues purchasing the Glenn Lawrence property from its new owners.
- Sheriff Patrols are doing great, I asked them to add morning shifts
- LED lights are up on most of Lake Avenue, the rest will be up in a few days
- The MEUA annual is coming up August 20-23<sup>rd</sup>
- The work on the Peachey Rd water district is nearly complete, only restoration work is left to complete
- In discussions with the owner of 38 N Lake, James Mulvey to repair or sell the property
- The owners of the Lacy Katzen building are interested in selling
- Dues for the APPA, and MEUA are increasing

### **Administrator's**

#### **Electric**

- Electric bills were sent out today and are due August 12<sup>th</sup>. Shut off day for past due electric bills from June is July 31<sup>st</sup>.
- Sewer bills will be mailed out on August 1<sup>st</sup> along with a newsletter, please give any information you would like added to me or Rene. The bills are due August 31<sup>st</sup>.

#### **Accounting**

- Bob Fox has been in the office the past two Fridays working on closing the books for fiscal year 2012-2013. I am very happy to report that everything (payables, receivables, cash, fund balances, etc.) has balanced with minimal effort. The procedures that were put in place are paying off. I expect the fiscal year to be closed within a couple weeks.
- We are working on electric inventory, depreciation and fixed assets.

#### **Downtown Restoration**

- Trustee Barclay, Ken Steinmetz and I met with Rick Hauser from InSource Architecture. Rick is an expert at rejuvenating downtowns. He gave us a lot of great information.
- From the discussion I suggest that the board pass tax abatements for commercial property similar to the residential one put in place earlier this year, and that Zoning Law be modified to allow perpendicular signs.

- As part of the downtown restoration we would like to put in place design criteria so the buildings have a similar appearance.
- I contacted Jeff Smith to discuss a revolving loan fund to provide assistance to owners who are unable to obtain funding for projects.

#### **Meetings/Training**

- Ken and I met with George Squires regarding the Munger Street drainage issue. I agree with Ken's plan to mediate the storm sewer water entering resident's yards.
- There is an open house in Batavia for a collaborative building improvement project at 17 Jackson Street that I will be attending Friday evening to network with people who are actively restoring areas.

#### **Miscellaneous**

- Taxes were due on July 1<sup>st</sup> we have received 92% of taxes to date; the remaining uncollected is \$22,428.44.
- I am attending the MEUA annual meeting from August 20<sup>th</sup> – 23<sup>rd</sup>. My intention is to become more involved in the MEUA so I can replace Joe Chimino as the Village's delegate when he retires and continue Bergen's involvement in decisions that affect our electric.

### **Trustee Barclay**

#### **Plaque Dedication**

- Close to 40 peoples attended the Memorial Plaque Dedication in honor of Tally Almquist; Tally's sons and daughters, and 2 grandsons attended and were extremely pleased and appreciative of the event. The plaque will be installed at the entrance of the Tulley Building when the new façade work is completed.

#### **Munger Street**

- After several observations of Munger Street during and after the storms we have had, I would recommend further discussion on how to fund a drainage project. **Grants**
- Eric Wies (CPL) met with Cortney and me to review the requirements for the structure drawings for the Park Grant application. He will be putting the information and drawings together.
- A progress review meeting was held today (T. Lajewski, G. Bowman, Ken S., Cortney, and me); we updated and clarified all the current narrative information, property details, budget information, support letters, etc. Our goal date for completion is Aug. 5<sup>th</sup>.
- The grant writers from O'Connell and Assoc are in continual email contact with me while working through the applications.
- Cortney, Ken S and I met to establish the budget for the Park and the Trails Grant applications.
- Support letters for the grant applications are coming in through the contact efforts of the Park Committee, Cortney, and me from a wide range of political supporters, organizations, businesses, residents, etc.
- Applications are due on August 12 by 4pm.

#### **Financial Options of Support for Building Revitalization**

- Rick Houser, Mayor of Perry, came out to meet with Cortney, Ken, and me on Friday, July 19<sup>th</sup> to discuss the revitalization efforts in Perry. He provided a wealth of information that we will be investigating as options and opportunities for Bergen revitalization.

#### **Legislator Bob Bausch**

- I met with Bob Bausch to discuss the Main St., Park, and Trail projects that are being proposed for the grant applications; he is interested in the work being done in the village, and is in full support. He will be sending letters that reflect that for the applications.

#### **Tulley Facade**

- Nancy McKay and Luke Allen (Sherwin Williams) came out to discuss paint type and color palate

for the Tulley façade and the downtown buildings as part of the revitalization process. They will work with the business owners as part of the Main Street project.

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

- The WWTP is running good with the Micro-org count between 13000 and 13500. We are currently treating 90 to 95 thousand gallons per day.
- All of this year's tanks are done and we will be working on catch basin cleaning shortly.
- LED lights have been installed on Main street and church street. They look great. The street lights are on order and we have no additional cost for the base modifications. Inventory and stray voltage testing is complete. Poles have been set on Church and Spring street and we are working with TWC and RTC to get their lines off of the old poles. The electric study is complete and we are waiting for the final report. We should be seeing it in the next couple of weeks.
- The parks, mowing and flowers are looking great. Thanks to the whole crew for keeping everything looking good.. The new flagpole and light have been installed in Hickory Park and the WW1 plaque should be ready next week. We have water in the fountain and need to do some fine tuning but it is looking good.
- We are 1-2 weeks out from having the brush pile ground and removed. We rebuilt a catch basin on McKenzie street and will be rebuilding one on Buffalo street next week. Canterbury will be after that. The following week we will be getting ready for the 5k run.

### **Privilege of the Floor**

None

### **Trustee Concerns**

Trustee Adams reminded everyone that the open house at the Millseat Landfill is July 25<sup>th</sup> from 3-7pm. Village Historian Ray MacConnell will have a table displaying Bergen history.

### **New Business**

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

A motion was made by Trustee Adams and seconded by Deputy Mayor Barclay to approve Hunter Dodson as a member of the fire department. The motion was carried by the following vote:

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

A motion was made by Trustee Adams and seconded by Deputy Mayor Cooper 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 9:00pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator