

**Joint Meeting
Of the Board of Trustees
Of the Village of Bergen and
the Town Counsel of the Town of Bergen
7:00pm October 9th, 2013**

The joint meeting called to order by Mayor Marsocci at 7:00pm with the following present:

Trustee Adams
Trustee Barclay
Trustee Morgante

Supervisor Donald Cunningham
Deputy Supervisor Joseph Nenni
Councilwoman Belinda Grant
Councilman Hugh McCartney
Councilman Brian Stone

Also present were: David Mason, Michael Johnson, Butch Donnelly, John Murray, Joe MacConnell, Chuck Dodson, Scott Crosier, Doug VanSlyke, Tom Tiffell, Norm Powlock, Barry Miller, Bill Schutt, Rob Woodford and Grace Gallivan.

Fire Department Budget

Fire Department President Joe MacConnell presented the 2014 Fire Budget which includes an increase of 3.70% from last year. Mr. MacConnell stated the increase was due to an increase in insurance and building maintenance costs. Other notable increases were physicals and vaccinations for new members and a new rule requiring members over 40 to receive a physical every year. Mr. MacConnell also stated that they are not putting enough away for equipment replacement.

Comprehensive Plan

The Boards discussed the creation of a special board to review the comprehensive plan. It was agreed that the special board would be comprised of seven (7) members, three members (3) being chosen by each municipality and one (1) member that would be agreed upon by both. They also agreed to pay the members \$40 per meeting and the secretary to the board \$12 per hour.

The first meeting for the Comprehensive Plan will be on November 7th at 7:00pm. Members from the County Planning Department will be in attendance.

Mercy EMS

Bill Schutt and Rob Woodrow from Mercy EMS came in front of the Boards to answer concerns regarding ambulance response times and their contractual obligations. Fire Department Chief Chuck Dodson addressed everyone in attendance stating the importance of quick response and better service. Mr. Dodson stated Mercy EMS was only meeting its minimum response time 28% of the time.

Through discussion with the boards Mercy EMS agreed to station an ambulance and crew east of Batavia to increase response time to those areas.

Report from Town/Village Committee

The Town/Village Committee consists of Belinda Grant, Joe Nenni, Anna Marie Barclay and Paul Cooper. The Committee reported that they meet quarterly and have been focusing recently on the joint comprehensive plan.

Shared Services Update – Highway

Town Highway Superintendent Mike Johnson and Village DPW Supervisor Ken Steinmetz stated that they meet at least once a week. They coordinate many of their projects so they can help one another.

Village Meeting

Approval of Bills

A motion to approve the bills was made by Trustee Barclay and seconded by Trustee Adams. 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 September 25, 2013 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

Mayor's Report

- The lights downtown are now completely done and they are finishing painting the posts. They should be done today or tomorrow
- Up at Subdivision they are installing the underground cable. We had some concerns about some residents on the lack of communication from Time Warner about when and where the cable was going.
- Friday the 25th of October, Cortney and I are going to be attending the NYCOM Workshop on Health Insurance and the Affordable Care Act in Orchard Park. If anyone else is interested in attending, let Cortney or I know.
- I am working on getting all the information so I can put in a formal request from the NY Power Authority that they would use our summer peak load when doing the allocation of hydropower. And also to give us a share of the hydropower that the other munis don't use during the summer which we could utilize. This would be a substantial savings for our electric customers.
- The Bergen Country Deli is progressing with expectations of opening in January 2014.
- I have received a letter of resignation from the planning board of Ken Steinmetz Jr. and I am working on filling the position.
- We had a gentleman here last week and this week put in 24 hours of community service and he worked very well with Kenny. He did very satisfactory work.
- Barb sent out an invitation for the October 9th workshop being held at the Village of Churchville but there was not much interest.

- I am sending the phone back and they will credit us the \$299. I am just waiting on the shipping label.

Administrator's Report

Electric/Sewer

- Electric payments are due October 10th
- There were 58 shut off letters sent, but no shut offs were necessary. Customers made payments or arrangements to pay.
- We will be receiving the new water usage report from Monroe County Water Authority in the next few weeks at which time we will make adjustments to customer's sewer rates if their consumption changed. The new rates will be reflected on the November 1st bill.

Accounting

- The Annual Update Document (AUD) was filed with the State Comptroller's Office.
- The Public Service Commission (PSC) report is complete and will be reviewed with Bill Freitag from Bollam & Sheedy at the MEUA Accounting Workshop on October 16th before it is filed.
- I sent the Village's response to Moody's regarding our audit practices and will be working with Bob Fox to satisfy their requirements so that we can keep our credit rating.

Computing

- I prepared handouts summarizing four computer service contracts which are in your handouts.
- The main computers in the office are in need of replacing, since we are not using the funds budgeted for the system upgrades I request that we purchase three new computers and related software. A proposal is included in your handouts.

Miscellaneous

- The new employee handbook was given to all non-union employees. Signed pages will be placed in their employee files.
- Barb, Rene and Bob Fox will be attending the MEUA Accounting Workshop on October, 16 & 17.
- On October 25th there will be a healthcare workshop presented by NYCOM in Orchard Park, if anyone is interested in attending with me please let me know. The cost is \$35 per person.
- In October and November the Village pays a majority of its bond payments. The total amount paid is \$208,493.91. The remainder of the payments comes due in April & May.
- Does the Board still plan to discuss the Electric Study on November 13th?

DPW Supervisor's Report

- Our tree planting went well with 17 new trees. We ordered the new Concolor Fir for Ward Park and will be planting on 10-30-13. Next week we will be working on vehicle P.M. and setting up the 550 for winter. We will also be doing some landscape and pothole work.
- The remainder of the street lamps has been installed and the poles are being repainted. We have had progress on the Dunkin Donuts bldg and we are staying in the loop for the project. Joe and Nick assisted Akron with an overnight project which included many Muni's working on portions simultaneously. It was well planned out and worked very well.
- The plant is running well with only a few minor issues which are being handled. The new drives are in and we can put together a final report for the insurance claim.
- Mike and I have been working together to get a few projects done and utilize our staff and equipment most efficiently.

CEO/ZEO Report

Number of Inspections	15
Number of Building Permits Issued	4

Number of Building C.O. Issued	4
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	1
Number of Appearance Tickets Issued	0
Number of Fire Inspections	1

Planning Board:

- Working with the Planning Board on application for minor subdivision at 17 South Lake Ave , property will be merged S.B.L #3-1-63 (19 South Lake Ave) to assure that nonconforming lots are not created.
- Special Use Permit Application 2013-001 to operate a Home Occupation (Accounting and Tax service)

Bergen Country Deli:

- Met with owner and contractors to review drawing and application submittal. Completed the commercial plan review and issued appropriate building permits, will be issuing a demolition permit once all asbestos surveys are complete, existing building will be hauled away and disposed at the Mill Seat landfill.
- Attended a Pre Construction meeting onsite to review sequence of construction and safety requirements

Construction without Building Permits:

- Have had to reinforce requirements regarding construction work performed on buildings without the benefit of a building permit. All construction has been legalized.

Concern about Visibility at Intersections:

- A request to investigate a possible violation at Rte 262 and Kaymar Dr was completed by myself and the DPW Supervisor, I have found no violation at this time and date. The hedges in question have been trimmed per Genesee County Highway request; the Village of Bergen requirements were compliant before hedges were trimmed. Village of Bergen requirements can be found on page 43 of the Village of Bergen Zoning Law (Supplementary Yard Regulations)

Trustee Barclay

Grants

- The Mural Grant application has been completed and submitted through the Genesee-Orleans Regional Arts Council 2014 Reach Grant. Augustina Droze, a muralist out of Buffalo, NY has submitted a proposal for the project. An estimate of \$6386 for the entire project grant has been submitted.
- I am investigating a NYS Department of Environmental Conservation Urban Forestry Projects Grant to enhance green space throughout cities (towns, villages) throughout the state. Projects eligible include tree inventories, management plans and \$1,000 Quick Start Arbor Day grants which have no match requirement. The Tree Board would be assisted through this grant in completing the village tree survey.

Saving Our Small Towns and Villages

- I am registered to attend the Saving Our Small Towns and Villages Workshop in the Village of Lima on Friday, October 25th; Saturday, October 26th; and Sunday, October, 27th. This Workshop is meant to explore for all communities in the Genesee Region, economic and design techniques for the future sustainability, growth, and revitalization of our small rural towns and villages.

Tree Board

- A concolor fir has been chosen and purchased (Ed Adams and Ken S traveled to Yule Tree Farms). The tree will be delivered to Ward Park, and then installed by the DPW with assistance from Dave Stettner of Salmon Creek Nursery and Ed Adams. Paperwork will be completed for the APPA Tree Power Grant that is funding the purchase.

Comprehensive Plan Committee

- I met with Don Cunningham, Joe Nenni, Ralph, and Cortney to review plans for the joint meeting, and to discuss plans for the comprehensive plan committee. Information will be presented at the joint town/village meeting.

Village Logo

- I have contacted Chelsea Amrhein to add “Village of Bergen” to her logo proposal.

Tree Lighting

- The event will take place on Friday evening, Dec 6th. This year’s event will be expanded to include more community activities. Further details will be presented at the next meeting.

New Business

Comprehensive Plan Board

A motion was made by Trustee Barclay and seconded by Trustee Morgante to accept the resolution to create a special board for comprehensive plan review. The motion was carried by the following vote:

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

A motion was made by Trustee Morgante to pay the members of the special board \$40 per meeting and the secretary to the board \$12 per hour. The motion was carried by the following vote:

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

WHEREAS, the Village of Bergen Board of Trustees desires to review and revise the Comprehensive Plan of the Town, and

WHEREAS, the Village of Bergen Board of Trustees recognizes the similar interest of the Town of Bergen Board, and

WHEREAS, both legislative bodies recognize the benefit of establishing a Special Board for the purpose of reviewing and recommending updates to the Comprehensive Plan, and

WHEREAS, both legislative bodies agree to a 7 member special board comprised of 3 appointed members of the Town, 3 appointed members of the Village, and 1 mutually agreed upon appointment,
NOW, THEREFORE BE IT

RESOLVED, that the Village Board of the Village of Bergen authorizes the formation of a Special Board, for the review of the Village’s Comprehensive Plan, comprised of 3 appointed members by the

Bergen Town Board, 3 appointed members by the Village of Bergen Trustees, and 1 mutually agreed upon appointment.

Town Meeting
See Town Minutes

The Village meeting was adjourned by lack of quorum at 9:27 pm

Respectfully submitted,

Cortney W Gale
Administrator