

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on December 18<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, Tracy Miller and Ken Kuter.

**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:

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

**Approval of Minutes**

A motion to approve the meeting minutes for November 27<sup>th</sup> 2013 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

**Mayor's Report**

- Liberty Pumps purchased the ARG trucking building and it is being torn down.
- The Bergen Country Deli project is coming along with work commencing on the inside.
- There is a GAM meeting at the Rose Garden Bowl on December 19<sup>th</sup> at 7:00pm
- Sherriff Deputy Chad Minuto received the Genesee County Sherriff's Officer of the Year Award. Officer Minuto is the deputy assigned to the extra village patrols.
- Thank You to all the people who helped with the tree lighting ceremony.

**Administrator's**

**Electric**

- Electric Bills were due December 12<sup>th</sup>; new bills will be going out on December 23<sup>rd</sup>.
- I implemented a new process to ensure people on the shutoff list pay when they have made arrangements to pay. We should begin to see the benefits in the next month.

- The online payment portal goes live on January 1<sup>st</sup>. Customers will be able to pay bills and view 12 months of history. Bills can also be sent via email.

**Electric Committee**

- The next meeting of the Electric Committee is scheduled for December 20th at 9:30am. We will be discussing information from GCEDC and Frank Ratigan of the Hudson River Group.

**Budget**

- Budget time is coming quickly. I have a rough draft for the General and Sewer budgets nearly complete. There are a number of issues that we'll need to discuss, including equipment purchases. Ken and I will present our recommendations for new equipment and the impact on the budgets at January 8<sup>th</sup> meeting.

**Miscellaneous**

- The annual Safety Meeting is scheduled for Monday December 23<sup>rd</sup> at 12:00pm.
- I added a “notes from the historian” page to our website, for Ray to place information about his presentations.
- Health Insurance and Sick Day buyouts will be processed and paid on December 30<sup>th</sup>.
- There is an election workshop in Fairport on January 16<sup>th</sup> if anyone would like to attend.
- Sheriff Deputy Chad Minuto was selected as the Deputy of the year by Genesee County. Chad is the officer appointed for the additional village patrols.

**DPW Supervisor’s Report**

- The Tree lighting went very well with a lot of hard work by our entire crew. From the set up to tear down everything went as planned. Thank you to Bruce, Joe, Chris, Nick and Kirk for making the event a success.
- As you all know the last couple of weeks we have been very busy keeping up with snow removal. The roads have been clean and safe and the new sidewalk plow is performing excellent. Downtown and the lots look great and all this happens before most people get out of bed. This is another example of the work behind the scenes that gets done well. Again thank you to all the guys.
- The plant is running well and we are getting the water line installed. We installed a new exhaust fan in the grinder room and got our rebuilt blower motor back.
- We set a couple of new transformers and will be doing infrared scans soon.
- The apartment renovation is going well and will be painted next week. The next step is flooring and kitchen install. The exterior of the building is looking great and shaping up according to plan.
- I have been working my portion of the budget and have the labor almost complete and will have the contractual and equipment done soon.
- Do we have any feedback about the brush proposal I discussed last meeting?

**CEO/ZEO**

Number of Inspections	20
Number of Building Permits Issued	2
Number of Building C.O / C.O Issued	4
Number of Zoning Complaints Filed	0
Number of Zoning Complaints Resolved	1
Number of Appearance Tickets Issued	0
Number of Fire Inspections	0

Mr. Kuter discussed working with builders of the Bergen Country Deli to provide the necessary inspections to keep the project progressing. He also discussed information regarding 27 LeRoy St, and 26 N Lake. The owner of 26 N Lake has yet to provide results from a structural engineer to prove that the

building is structurally sound so that condemnation can be lifted. Mr. Kuter stated that there were more permits issued this year than last, and that fire inspections are being completed. He is attending trainings in Batavia and LeRoy.

### **Trustee Barclay**

#### **Comprehensive Plan Committee**

- I attended the Comprehensive Plan Committee meeting on Dec. 2<sup>nd</sup>; where procedures were established, and a plan forward was discussed. Norm Pawlak and Vicki Almquist were voted co-chairpersons of the committee. I have had several conversations with Norm Pawlak as to working with the village and town boards, ordering supplies, organizing agendas, working with the committee secretary, etc. I would like to suggest that since it will be necessary for the alternates to attend all meetings, and their work commitment will be that of appointed members, that they also receive the same stipend.

#### **Grants**

- The list of CFA grant awards has been released, and unfortunately the Village of Bergen was not awarded monies toward the Main Street project, Parks project, or the Trail project. Cortney and I will review the CFA results. We had very strong projects going into the competitive process, and will re-apply for grants monies when the opportunity arises.
- Ken, Cortney, and I will look at budget numbers for the next two years to determine which projects can be completed on our own.
- I would like to thank Cortney and Ken for all the time and energy they put in to support me in the process.
- Cortney and I are continuing to work on the next edition of the Archival Storage grant application. We had a phone conference with Graham Bowman this morning to discuss and plan the path forward.

#### **Village Logo**

- The cd with the new village logo has been delivered to the office. All new village correspondence will have the logo.

#### **Town/Village Committee**

- Our meeting has been post-posed until January. If anyone has any topics to suggest for discussion, please let Paul or me know.

#### **Tree Lighting**

- A huge thank you to Ken and his crew for all the work done to prepare for, then clean up after the event, and to Cortney and Rene' for all the planning and work they did. The result of everyone's effort made this a community event which had approx 300 in attendance.

#### **Microphone and Speaker**

- I would like to propose that the village purchase a portable microphone and speaker to be used for outdoor village events. Each time we have an outdoor event (Tree Lighting, CAD, outdoor ceremonies) we have had to borrow, or do without, a microphone and speaker. There are very reasonably priced units that would accommodate our needs.

### **Privilege of the Floor**

Resident Tracy Miller was concerned that the sidewalks were not plowed after the first snowfall of the year and asked if there is a policy as to how much snow needs to fall before the sidewalks are plowed. Mr. Steinmetz answered Mr. Miller by stating that the sidewalks were not done because the ground was too soft which would cause the plow to damage resident's yards. He further stated that after feedback from other residents he would have the sidewalks plowed regardless of ground conditions.

## Trustee Concerns

**Deputy Mayor Cooper** asked Mr. Gale to check the contract with J. O'Connell & Associates to verify that there isn't an automatic renewal clause.

**Trustee Adams** inquired if Bonduelle was contacted to determine their electric needs for the future and if the Firing Pin shooting range has opened yet. Trustee Morgante stated that the Electric Committee was in the process of setting a meeting with Bonduelle's plant manager.

**Trustee Morgante** asked if costs were being controlled for the Tulley Building façade work. Mr. Gale said the costs remained within the amount approved by the board. Mr. Steinmetz provided a cost breakdown. He also asked if Mayor Marsocci has contacted Verizon Wireless regarding his replacement phone charge.

## New Business

### **Election Resolutions**

A motion was made by Deputy Mayor Cooper and seconded by Trustee Morgante to approve Resolution 14 of 2013 which designates a polling place and time for the March election and Resolution 15 of 2013 which abolishes a registration day for voter registration within the village. The resolutions were approved with the following changes: The date of the election should be corrected to March 18<sup>th</sup> and the first paragraphs should read "...for the positions of Mayor and two Trustees for four year terms each ending on April 4<sup>th</sup> 2018." The motion was approved by the following vote:

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

### **RESOLUTION 14-2014 Designation of Polling Place**

#### **and Time for March 2014 General Village Elections**

**WHEREAS** the Village will hold regular elections in the year 2014 on March 18<sup>th</sup> for the positions of Mayor and two Trustees for a four year term each ending on April 4<sup>th</sup>, 2018, and

**WHEREAS** the Village has a single election district,

**IT IS HEREBY RESOLVED** that the polling place will be the Village Hall, located in the Village Board Room at 11 North Lake Avenue for said elections, and

**IT IS FURTHER RESOLVED** that elections will be held from 12:00pm to 9:00 p.m. on said date.

### **RESOLUTION 15-2013 Abolishing Registration Day for March 2014 General Village Elections**

**WHEREAS** the Village will hold regular elections in the year 2014 on March 18<sup>th</sup> for the positions of Mayor and two Trustees for a four year term each ending on April 4, 2018, and

**WHEREAS** voters may register with the County Board of Elections ten (10) days prior to the Village Election to ensure eligibility,

**IT IS HEREBY RESOLVED** that the Board of Trustees of the Village of Bergen abolishes Registration Day for said election and all that follow until which time this resolution is appealed.

### **Rochester St. Weight Limit**

The board agreed with the amendments to Local Law number one of 2001 that will prohibit large vehicles from using Rochester Street. The public hearing was set for January 8<sup>th</sup> at 6:45pm.

### **Comprehensive Plan Committee Alternates**

Trustee Barclay asked the board to consider paying the Comprehensive Board Committee alternates as they are asked to attend each meeting and one, Vickie Almquist is co-chair for the committee.

A motion was made by Trustee Adams and seconded by Trustee Barclay to pay the Comprehensive Plan Committee Alternates \$40 per meeting. The motion was carried by the following vote:

Deputy Mayor Cooper - aye

Trustee Adams – aye

Trustee Barclay - aye

Trustee Morgante - aye

### **Old Business**

#### **DPW Supervisor Truck Use**

Mayor Marsocci asked the board to reconsider the current policy and allow the DPW Supervisor to take the village truck home. The Mayor stated that it is common practice throughout municipalities and that the supervisor needs the vehicle because he is on call 24 hours a day.

Trustee Morgante spoke out against following common practice and revisiting a policy that was thoroughly discussed, crafted and approved.

Mr. Gale was asked to provide the policy to the board for clarification and further discussion.

A motion was made by Trustee Adams and seconded by Trustee Morgante 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 8:16pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator