

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on June 11th 2014**

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

Trustee Donovan
Trustee VanEenwyk

Trustees Cooper and Morgante were absent

Also present were: Village Administrator Cortney Gale, DPW Supervisor Ken Steinmetz, and Ken Kuter.

Approval of Bills

A motion to approve the bills was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by a unanimous following vote.

Approval of Minutes

A motion to approve the meeting minutes for May 28th 2014 was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote.

Mayor's Report

CPC

- The CPC meeting was held June 2nd; John Steinmetz, AICP of The Steinmetz Planning Group attended the meeting to present strategies for the path forward. We looked at meeting formats for community participation as the plan develops. J. Steinmetz will come to the July 7th meeting to continue the discussion.
- A meeting with the committee chairpersons, Don Cunningham and myself to discuss how to approach having a consultant work with the committee.

Grants

- The application for the Parks grant is complete and will be submitted with the support resolution.

Bergen Community Garage Sale (June 28, 29)

- As of today, there have been 41 applications submitted for participants. There will be a final meeting on June 13th. Banners are up, signs out, and articles advertising the event are posted on community sites throughout the area. There will be applications available at the Park Festival.

Tulley Mural

- Chip Miller will be meeting with Cortney, Ken, Ray MacConnell, and myself on June 16th to put together a timeline for the project, discuss wall preparation, etc.
- I have prepared a letter for funding requests to be sent to businesses for support of the project.

RGE

- I contacted Al Daughinai of RGE on responses of Hartland development residents to have natural gas brought to their homes. As of today, he has received 8 responses (43 residents signed

the petition to start the process). The cut-off for responses will be Monday, June 16th; the process will be discontinued if there is not enough interest.

Park Festival (June 14)

- Board members have been invited to participate in the parade; everyone will meet at the firehall for line-up by 11:30.

Munger Street Project

- The project is proceeding on time; the cooperation of all involved is commendable. The communities of Akron, Brockport, Churchville, Spencerport, Town of Bergen, Town of Byron, and Genesee County Highway department are all working together with our DPW to complete the project. Thank you to Ken for managing the work being done, and ironing out the few glitches that have occurred.

Park Committee/Tree Board

- The groups have decided to meet jointly unless there are specific activities the individual organization will need to focus on.
- We met June 9th; the agenda included a summer recreation program, ongoing park projects, village trees, CAD review, DEC grant, park festival plans, and a proposal for Frisbee golf in Hartland Park.
- The Park Committee and Tree Board will have a booth at the Park Festival.

Local Government Leadership Institute

- Cortney and I will be attending the “Strategies to Encourage Civic Engagement” workshop at RIT on June 18th put on by the Leadership Institute.

Administrator’s

Electric

- Electric bills are due June 10th.
- In the past month we have had a number of customers who are regularly on the shutoff list move out of the village. The funds they owe will most likely have to be sent to collections.
- There is a charge in the bills for \$859.16 which is the annual purchase of fixed rate TCCs (Transmission Congestion Charge Units) they basically are insurance in case there is a transmission line issue that causes power to be redirected. Our cost is very cheap because of the area we live.
- NYMPA is raising reserves by an additional \$500,000 to stay in compliance with their Risk Management Policy, our share of those funds are only \$160. The amount is determined by the number of TCCs we were initially offered.

Sewer

- There is approximately \$30,000 left in funds from the sewer plant construction that needs to be used. The funds can be put towards the next sewer payment which is due in November. The decision needs to be made soon so that the project can be finalized and closed out.

Property Tax

- Tax bills have been mailed to residents and are coming in steadily. They are due on July 1st. After the due date there is a 5% late fee the first month then 1% until November when they are sent to the County. To date we have received 57 payments in the amount of \$30,926.77.

Accounting

- After talking with Bob Fox we have decided to put the project through the work order system and when the project is complete depreciate the cost over 10 years as we receive funds from GCEDC.

- Barb has the books matching to the penny. Bob Fox is reviewing the Trial Balance, we will be able to commence with the closing of the fiscal year and completion of the AUD & PSC after we receive bills that will be paid from the last fiscal year.
- With the new CYMA software and accounting procedure put in place the last few years I feel this should be the smoothest closing yet.
- The PSC report was finally sent out last week after we determined the correct way to account for BEEP funds.

Training Opportunities

- There will be a seminar on July 17th held by the NYS Government Finance Officer Association at Terry Hills in Batavia from 8:00am-12:30pm. Seminar includes Rating Agency Update (Moody's) Multi-Year Financial Planning for Shared Services and Employee Safety and Health Audits.
- Leadership Institute at RIT is putting on a seminar called "Strategies to Encourage Civic Engagement" on June 18th.
- The New York Conference of Mayors (NYCOM) Fall Training School is September 15th-18th in Lake Placid. Please let me know if you are interested in attending.

DPW Supervisor's Report

- Munger Street is progressing well and we will be paving on 6/16 and 6/17.
- I have received a lot of assistance with this project Especially from Mike Johnson and the Town
- I anticipate having the restoration and trees planted by 6/25.
- We removed 6 dead or dying trees in the park to improve safety. Our tree board is deciding what trees to replace them.
- The plant is running well and the septic tank pumping is more than 50% complete.
- We are finishing getting ready for Park Day and we installed 2 poles and electric for the event. The electric crew have been working at Liberty pumps and designing the new service. They also finished rebuilding the line on Spring Street with help from Churchville electric.
- Our new mower is in and doing a great job.
- From CAD to the park fest the crew has been working hard to handle the events with ease as well as the day to day workload. I would like to thank all of them for their hard work and commitment.

CEO/ZEO

Number of Inspections	18
Number of Building Permits Issued	3
Number of Building C.0 / C.0 Issued	3
Number of Zoning Complaints Filed	0
Number of Zoning Complaints Resolved	1
Number of Stop Work Orders Issued	1
Number of Fire Inspections	2

Mr. Kuter was present to discuss his activities with the Board. He has seen an increase in building permits issued over the last few years. He discussed abandoned properties and the Unsafe Buildings Law.

Historian

This has not been a good month health-wise, but I will overcome! I presented "Bergen's Little Stinkers" to

the Catholic Retired group (Everything's New Again) on May 15. About 20 attended. Work on the park fest with the Historical Society has taken much time. New signs for the parking lots to the historic barn are ready to be placed, thanks to Ken S. The historical society paid for them to provide more attention to the barn. Much negotiation with the town was needed. The "Maretta's Doll and Toy Museum project is gathering info and easy sectioning of the talk looks like it will make a fine presentation.

Privilege of the Floor

Mr. Kuter is a member of the Mill Seat Landfill Community Action Board. He informed the board that Monroe County is selling property on Brew Road for development. One of the possible development projects is an Anaerobic Digester.

Trustee Concerns

None

New Business

Summer Mowing Position

Mr. Steinmetz requested a seasonal part-time laborer be hired at the rate of \$10 an hour for approximately 24 hours a week to mow village property. The position would allow the current full time employee responsible for mowing to help on other projects.

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote.

Parks Improvement Grant Resolution

A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to approve the Village of Bergen Parks Improvement Grant Resolution. The motion was carried by a unanimous vote.

Resolution No. 5 of 2014 Village of Bergen, NY

Resolution of Support for the Village of Bergen Parks Improvement Project

WHEREAS, the Village of Bergen endeavors to provide diverse recreational opportunities for its residents; and

WHEREAS, the Village of Bergen owns Hickory Park, a ten acre plot located off South Lake Avenue and Park View Drive on the south side of the Town; and

WHEREAS, the Village of Bergen has developed a Parks Master Plan for the Village that contains recommendations for the most effective use of resources that will maximize recreational and environmental values; and

WHEREAS, the *Village of Bergen Parks Improvement Project* represents a unique opportunity for the Village of Bergen that will emphasize recreation and environmental values in a way that will benefit the community; and

WHEREAS, the *Village of Bergen Parks Improvement Project* involves upgrades to existing baseball fields, construction of an all season pavilion, upgrades to bathroom facilities, creation of senior citizen activity areas, removal of the blacktop drive and its replacement with an environmentally friendly surface, placement of park entrance and rules for use signs and bulletin boards, the transportation of a

current pavilion and construction of a new all-season one, upgrades to park entrance for easier access, and installation of a crosswalk on Route 19;

NOW, THEREFORE, BE IT RESOLVED, that Anna Marie Barclay, Mayor for the Village of Bergen, is hereby authorized and directed to file an application for funds from the New York State Office of Parks, Recreation and Historic Preservation in accordance with the provisions of Title 9 of the Environmental Protection Act of 1993, in an amount not to exceed \$500,000 and upon approval of said request to enter into and execute a project agreement with the State for such financial assistance to the *Village of Bergen Parks Improvement Project*.

BE IT FURTHER RESOLVED, that the Board of the Village of Bergen hereby re-affirms the Village of Bergen Master Parks Plan (Adopted January 2013).

Munger Street Progress

Mr. Steinmetz discussed the progress of the Munger Street project. See DPW Supervisor's report.

Old Business

None

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan to adjourn the meeting.

The motion was carried by a unanimous vote:

Mayor Barclay - Aye

Trustee Donovan - Aye

Trustee VanEenwyk - Aye

The meeting was adjourned at 8:05pm

Respectfully submitted,

Cortney W. Gale

Village Administrator