

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on July 9th 2014**

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

Trustee Cooper
Trustee Donovan
Trustee Morgante
Trustee VanEenwyk

Also present were: Village Administrator Cortney Gale, DPW Supervisor Ken Steinmetz, Don Donnelly, Ray MacConnell and John Murray.

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes for was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by the following vote:

Mayor Barclay - Aye
Trustee Cooper - Abstain
Trustee Donovan - Aye
Trustee Morgante - Abstain
Trustee VanEenwyk - Aye

Mayor's Report

Grants

- The Villlage of Bergen Parks Improvement grant application has been submitted. A second grant for the Village of Bergen Collection System Planning Study has also been submitted to the CFA on our behalf by Clark Paterson Lee

Bergen Community Garage Sale (June 28 ,29)

- The sale went extremely well; over 55 sales went on over the week-end, shoppers from a wide area (Warsaw to Buffalo to Fairport, etc) came to shop Bergen's wares.
- There was a positive community atmosphere throughout the week-end, numerous comments encouraging the event be repeated for next year.
- Two \$25 prizes were awarded to Lawrence Bradt and Paula Holley.
- Many thanks to Heather Piper for her efforts.

Tulley Mural

- A contract has been signed with Chip Miller for the mural project. Chip is hoping to begin the project by the end of the week.

- Stafford Painters are removing the current deteriorated mural and preparing the wall for the project.
- I have sent letters describing the mural to local businesses and organizations in support of the project; we have been receiving very generous donations of support for the project.

Park Festival (June 14)

- The 25th Park Festival was well attended; the Park Committee/Tree Bd/Triangle Club tent sold out of the community flower, gave away posters, etc., and awarded 5 hanging planter door prizes.
- Assemblyman Hawley participated in the parade along with town and village officials.

Munger Street Project

- The first surface coat has been applied, preliminary landscaping has been completed, and mailboxes will be installed this week.
- The final coat will be applied July 21st after which final landscaping will be done, and trees planted.
- There was some damage done to the concrete driveway at 38 Munger St. during the process; we have worked with the owner on solutions and will do the repairs.

Local Government Leadership Institute

- Emily and I attending the Leadership Institute put on by the State Comptroller's Office at RIT on June 18th. Comptroller DiNapoli gave the keynote, followed by a panel (Mayors of Honeoye Falls, Canandaigua and Jamestown with Superintendent of Gananda) that discussed their approaches to engaging the public on a regular basis (communication, volunteerism, etc.)
- We toured the Golisano Institute of Sustainability followed lunch and a speaker (Matt Leighniger) on strategies of public engagement.

NYMIR

- Cortney and I met with Rosalie Maguire on June 17 to review policy, have questions answered, and sign paperwork. A meeting will be at our office to update everyone on the NYMIR website.

Sheriff Patrols

- Sergeant Meides sent a follow-up email to our discussion on village patrols; Deputy Chad Minuto has requested to be on village patrol. He will be in the village twice a week while school is out, then schedule remaining slots throughout the remainder of fall, winter, and spring for a total of 45-50 patrols).
- Both Sgt Meides and Deputy Minuto are planning to attend the July 23rd meeting.

Electric Service

- Questions have arisen over customer costs for the electric service at the 8073 Clinton St Rd. Cortney and I have met with the owner and the electricians to determine the appropriate solution. We are waiting for the NYMPA attorney to respond to our questions.

Soccer Field Mowing

- I met with town councilman Joe Nenni to discuss concerns over the condition of the grass in the soccer field by the fire hall; he had received complaints about grass height. We agreed to mow the field twice a week until the end of the soccer season (August 1st).

Part-time Lawn Mowing

- Doug Mcgiver has been hired as part-time for lawn mowing 24 hours/week, started Monday 7/7, will be helping out with odd jobs around the village as needed if mowing is completed.

CPC

- I met with Supervisor Cunningham, Councilman Stone, Norm Pawlak, Vicki Almquist to discuss CPC progress and the possibility of hiring a consultant for the project.

- John Steinmetz (consultant) attended the committee meeting July 7 and took us through a brainstorming activity, very worthwhile experience for the process.
- Norm Pawlak, Rob VanEenwyk and I will be composing a RFP for bids for a consultant.

Local Laws and Resolutions

- I have been working on indexing our local laws and resolutions for easy access and for completeness.

Administrator's

Electric

- Electric bills were due today. 58 shutoff notices were sent out on June 16th and were due on July 1st. Power to one residence was shut off for about 2 hours before payment arrangements were made.
- The 2% annual assessment from the PSC has been reduced to 1.65%. The reduction will continue each year until it's phased out. This will decrease the PPAC slightly.

Property Tax

- Taxes were due on July 1st; a 5% late fee will be assessed the first month then 1% until November when they are sent to the County. To date we have received payments from 407 parcels in the amount of \$264,420.17, which is approximately 90%.

Accounting

- We are continuing to work on wrapping up the 2013-2014 fiscal year. As I reported previously everything looks good and should go smoothly.
- Budget transfers and adjustments are being compiled. I have elected again this year to make budget transfers from contingency; this will give us a better picture of what was used in each budget line, especially in creating the 2015-2016 budget.
- I'm about halfway done with the BEEP reports that need to be sent to the PSC by September 1st.
- Updated General Ledger numbers to new format. This will make it easier to identify where in the AUD and PSC report the line should be included.

DPW

- With Ken being on vacation I have been overseeing the DPW's activities. They need little oversight as they all know their duties so well.
- There was a brief power outage in the industrial park, a breaker blew on one of the transformers, Joe had it up and running in 45 minutes.
- Mayor Barclay and I hired Douglas McIver to fill our Part Time Season Laborer (mowing) position. Doug started Monday.

Cell Tower Proposal

- The agreement for the Cell Tower on Village property near the DPW building is nearly completed. The owner of the tower, Crown Castle, would like to extend the agreement and has sent a proposal, which I forwarded to our attorney for review.
- The changes they would like to make to the agreement are:
 - Extending the current lease
 - Give them first right of refusal if we are given an offer by a third party to purchase an interest in the tower.
 - Provide the Village with \$10,000 upon execution of the agreement.
 - The Village would receive, in addition to the current agreement, 20% of the rent paid by additional subtenants.

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.
- 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.

CEO/ZEO

Number of Inspections	10
Number of Building Permits issued	2
Number of Building C.O/C.C Issued	2
Number of Zoning Complaints Files	1
Number of Zoning Complaints Resolved	1
Number of Fire Inspections	1

Historian

Historian Ray MacConnell gave a presentation to the Board about Marietta's Doll & Toy Museum.

Privilege of the Floor

Don Donnelly inquired about the mural being painted on the side of the Tulley Building. He was interested to know how much it will cost and how it being paid for. Mayor Barclay stated that the mural would cost \$9,600 and that she sent letters out to local businesses asking for donations. To date the donations have reached \$5,000 dollars with more being promised.

Mr. Donnelly also discussed the parcel at the end of Leroy Street. The area where the house was still needs more fill and there were old beams with nails sticking out that are unsafe. Mr. Gale stated that Code Officer Ken Kuter has been in touch with the owner of the parcel and that he would follow up to ensure the work is in progress.

Trustee Concerns

Trustee VanEenwyk reported on the Town/Village Committee. The Town asked if the Village would be willing to water the flowers around the Town Hall. They also asked if the Board would be willing to purchase a Backhoe jointly with the Town. After discussing the request the Board asked that Mr. Steinmetz discuss the requests with Town Highway Supervisor Mike Johnson and report back.

Trustee Donovan stated that he was approached by a resident who's yard was not yet repaired from winter sidewalk plowing.

Trustee Morgante has fielded a number of concerns regarding the Munger Street project he reassured residents that the project is not complete and that if there are any concerns left when it is completed they will be addressed.

New Business

Funds Remaining From Sewer Plant Project

The Board discussed how to use the remaining funds from the Sewer Plant Project. Among the option discussed were, purchasing a back-up generator, use for installing equipment to treat for phosphorus, creating a repair fund, and putting the funds towards debt. The topic will be discussed further with Mr. Steinmetz.

Unsafe Building Law – 38 N. Lake Avenue

38 South Lake Avenue has been in disrepair and unoccupied for more than two years. There have been many complaints from neighbors, the Code Officer has investigated and declared the property uninhabitable at this time. The Board agreed to pursue the owner of the property and cause them to bring it up to code through the use of the Unsafe Buildings Law.

Old Business

Resolution – MEUA Delegate for Annual Meeting

A motion was made by Trustee Morgante and seconded by Trustee Donovan to appoint Joe Chimino as the Village's delegate to the Annual MEUA meeting. The motion was carried by a unanimous vote.

Resolution 6 of 2014

Village of Bergen, New York

MEUA DELEGATE RESOLUTION

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 Annual Conference of the Municipal Electric Utilities Association of New York State has been called on September 9,10,11 and 12, 2014, to be held at The Inn on the Lake, Canandaigua, 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.

Resolution – Opposition to Clean Water Act Amendment

After discussion the resolution was tabled to allow Trustees time to review the amendments to the act.

A motion was made by Trustee Morgante and seconded by Cooper to adjourn the meeting. The motion was carried by a unanimous vote:

The meeting was adjourned at 8:20pm

Respectfully submitted,

Cortney W. Gale
Village Administrator