

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on August 27th 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 VanEenwyk

Trustee Morgante was absent

Also present were: Village Administrator Cortney Gale, and Grace Gallivan

Approval of Bills

A motion to approve the bills was made by Trustee VanEenwyk 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 August 13th 2014 was made by Trustee VanEenwyk and seconded by Trustee Cooper. The motion was carried by the following vote:

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

Mayor's Report

Town/Village joint Meeting

- The agenda for the joint meeting (September 24) includes Legislator Bob Bausch, CPC update, EMS report, and Fire Department update at this time.
- I will be meeting with Don Cunningham on Sept 3 to discuss items for the meeting.

Grants

- A check for \$7,024.00 which is the first installment of the Archive Grant.
- Work will begin on the LGRMIF Archive grant with the hiring of an archive clerk, in house training by Gail Fisher (Region 8 Regional Advisory Officer NYS Archives), hiring a scanning company for historic materials, ordering a new map cabinet and materials. All work and materials are covered by the grant award.
- I have removed the expired materials from the records storage room to make room for new documents.
- The configuration of the room will be changed to make way for the new map cabinet.
- The project should be completed (along with the education component for the village historian) by February 2015.

- The Senior Activity Stations arrived today; the village will install the 2 ADA compliant stations on the existing cement slab, we will hire out to have the other 5 installed (paid for by the \$50,000 grant).

Tulley Mural

- Chip Miller completed and sealed the mural.
- The total cost with the contract, scaffolding, removal of deteriorated mural, and wall prep work totaled \$11260. Donations thus far have totaled \$5350 leaving a balance of \$5910.
- A formal dedication for the mural will be planned for the spring.

Electric Service

- The NYMPA attorney responded to our questions concerning customer costs for the electric service at the 8073 Clinton St Rd. I informed the customer that a cost of \$7000 is due the village, a letter was sent as follow-up.
- I have requested executive session to discuss updates on this matter.

Local Laws and Resolutions

- I have completed indexing the village local laws and resolutions from 1946 to present.

CPC

- The town board has approved the publishing of the RFP for a CPV consultant. The document has been sent to their lawyer for edits, a copy of the edits is in your packet.
- The next meeting of the CPC is September 8th at the town hall.

Munger Street

- Appreciation certificates were sent to all municipalities that assisted in the Munger Street project.

Administrator's

Electric/Sewer

- Electric bills were mailed August 22nd and are due September 10th and Sewer bills are due September 2nd.
- Shut off notices were sent out August 18th. There were 42 notices sent which is slightly below average
- The PPAC (.046785) this billing cycle is the lowest it's been since 2007
- The Public Service Commission has asked all municipalities who pay the 18a assessment to provide information regarding the collection of the fee through PPAC. They are verifying that customers were not overcharged.
- Electric bills have been updated with the new Village logo, they will go out in the next billing cycle. I am looking into the costs involved to revamp the bills to make it easier to read and understand. The billing software company would have to change the format and program the software to populate the new format.

Accounting

- This has been in my report for a while be we are still working on wrapping up the 2013-2014 fiscal years. I worked with Bob Fox to finish up the footnotes for the AUD on Monday. The final adjustment journal entries were made this week which is the last step before inputting the information to the AUD. As a point of reference the AUD was sent out in October the last few years.
- Bob Fox and Brent Jensen were in the office on Monday August 18th to begin the audit. They were impressed that we were able to provide them with information and documentation quickly. Bob plans on attending the September 10th board meeting to review the audit findings and the 2013-2014 fiscal year.

Rental Space

- Apartment 4 has been vacated; I inspected the unit for damage with the customer yesterday. I took photos and placed information on our Facebook page and Craigslist. I am asking \$550.
- I will also be posting the available business space (Business 2) to see if there is any interest ahead of the projected December 1st completion date.

Banking

- I met with Angela Lavis from JP Morgan on August 26th about the Village accounts. Due to the low interest (.03%) rate in the account and new banking regulations it is in our best interest to move the accounts to Bank of Castile where our main accounts are held. Chase holds our, unemployment, sewer, and electric substation reserves.

Miscellaneous

- I spoke to the new owner of 25/27 N Lake Ave. he is gutting the building creating higher end apartments upstairs and will renovate the first floor to suit an interested business. He is open to having the Village determine how the outside of the building will look.
- The Mural is complete and last payment has been sent to Chip Miller. He thanked us for our cooperation and hopes to work in the area again.

DPW Supervisor's Report

- Brush was light for a change and we got it picked up in 1 day with a little time to spare. We picked up topsoil and will be working on Munger Street next week. The Lifetrail equipment was delivered today and we will begin installs after topsoil is complete.
- Kirk is working on the back room and will be replacing the exterior walls so we can get it done before the snow flies.
- The LED lights are done on Buffalo road. Joe and Nick worked at Triple o this past weekend switching out a transformer.
- The plant is running well and I am working with Eric on a plan for phosphorus compliance.

Historian

- I attended a talk on the Muck Land in Clarendon on Aug 13. The info was there, but was not always audible. John Swarz, monotone speaker, had worked as a young man on his fathers muck. Well, it was an evening of suffering. I was considering him to speak at the Bergen Historical Society. My plan was destroyed. He read from booklets and stumbled through the reading.
- Eunice Ely introduced me to a book, Genesee County, Our Country and its People 1899, that was written after the Gazetteer. The book was furnished after receiving a letter from a Dr. R.E. McLean, of Maine inquiring on info about Dr. Townsend. A friend of McLean knew of the Dr. that assisted Townsend in surgeries during the Civil War. I sent him copies of letters of Townsend's, a wonderful engraving of the Dr. and other info. I have written him twice.
- Terry Krantwurst of North Carolina emailed a question on the Legion of Bergen. That was answered in the same day it was received.
- New talks are being considered on Dr. Townsend, George Best, and Munger family. More facts must be uncovered before plunging into a display and talks.

Privilege of the Floor

Grace Gallivan asked what the justification for the Executive Session was. Mayor Barclay explained it was to discuss possible litigation pertaining to the Village's electric infrastructure.

Trustee Concerns

Trustee Cooper asked if the Historical Society and/or Triple-O Mechanical have donated any funds towards the Mural. Mayor Barclay stated that funds have not been received from either entity.

New Business

None

Old Business

Town/Village Joint Meeting

Mayor Barclay asked if anyone has agenda items for the meeting that they give them to her or Mr. Gale.

Comprehensive Plan RFP

Mayor Barclay presented changes to the proposed Comprehensive Plan RFP that was proposed by Town Attorney Dan Bryson.

A motion was made by Trustee Cooper and seconded by Trustee VanEenwyk to approve the publication of the RFP with the proposed changes. The motion was carried by the following vote:

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

Executive Session

A motion was made by Trustee Cooper and seconded by Trustee Donovan to enter executive session at 7:33pm to discuss possible litigation pertaining to electric infrastructure. The motion was carried by a unanimous vote.

A motion was made by Trustee Cooper and seconded by Trustee Donovan to exit executive session at 7:52pm. The motion was carried by a unanimous vote.

Adjournment

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

The meeting was adjourned at 7:53pm

Respectfully submitted,

Cortney W. Gale
Village Administrator