

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on December 10th 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 Morgante
Trustee VanEenwyk

Trustee Cooper was 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 Morgante and seconded by Trustee Donovan. The motion was carried by a unanimous following vote.

Approval of Minutes

A motion to approve the meeting minutes of November 12th was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- The Urban Forestry Grant project is scheduled to be completed by the end of the week. This work included a complete survey and record of all village owned trees, and a maintenance program with recommendations for possible removal of trees, pruning, and planting sites. The data will be provided on pdf map and inventory files along with tree risk assessment reports.
- Scanning of materials from the village historic "collection" has been completed by IRIS Resources; a meeting to review the scans will be held in January. Gail Fisher (Regional Advisory Officer) will be here to train us in preservation techniques for the documents. Sorting and filing of the maps and drawings is being done this week.
- I have worked with Ray MacConnell and Lisa Tierney (Historical Society) to complete a grant application through CSX for funding of a mural on the north wall of the historic district (Carpenter Park). The proposed mural will be of the same style as on the Tulley Building and will depict the Bergen Railroad Station and the history of the railroad in the Bergen Community.

Tree City

- I have completed the recertification application for our status as a Tree City. Our committee has once again fulfilled the requirements to maintain our Tree City recognition (4 years).

Walkability Audit

- Twenty four participants, including Bonduelle, Genesee County, village boards, town board, village businesses, travel writer, and others joined Mark Fenton (public health, planning, and transportation consultant) on Thursday, Nov 13th. We were presented with information on communities working to increase and promote an active lifestyle for their residents and visitors, to increase the safety of walkers, cyclists, etc.

- After the presentation, we walked through the village stopping to point out and discuss aspects of walkability at different places.
- The group returned to draw out pathways, brainstorm opportunities within the village for a walking trail, etc.
- We will be receiving feedback from the walkability audit in the village when the audits in Avon, Geneseo, and Canandaigua are completed.

Planning and Zoning Boards

- Members of the town and village zoning and planning boards along with Rene', Barb, and I attended Fall Local Government Workshop in Batavia on Nov. 14th
- As a follow-up, I have scheduled a series of webinars (through NYMIR) to be presented to members of the town and village zoning and planning boards as continued training (the webinars fulfill requirements for training hours) each Wednesday through April. Ken Kuter helped with questions. Everyone is welcome to join us.

Town Board

- Congratulations to Ernie Haywood and Daniel Van Valkenburg on their appointments to the Bergen Town Board, and to Joe Nenni on his appointment as Town Justice
- Belinda Grant spoke to me concerning the Town/Village committee as to whether or not it should continue. I would like to see the committee stay intact and meet on an as needed basis.

Tree Lighting Celebration

- The 14th Tree Lighting was held on Dec 5th; carolers escorted Mr and Mrs Claus as they rode the ladder truck from Hickory Park to Ward Park, members of the elementary and high school bands played, Bergen School of the Arts assisted with ornament creations, boy scouts led the pledge, girl scouts kicked off their canned goods collection, over 300 attended!! Thank you to the entire staff who planned, set up, and attended.

Trash Pick-up

- Cortney and I are investigating options for trash pick-up services in the village; we met with a representative of Trash Away, Waste Management, and have received quotes from Gardner Disposal.

Meetings

- Cortney and I attended the NYCOM Legislative Priorities meeting in Albany on Monday, Nov 17. The legislation NYCOM will be focusing on increasing AIM funding, ensuring cities and villages receive a substantial portion of the state's settlement fund for infrastructure and abandoned buildings, increased CHIPs funding, amending property tax cap and property tax freeze (top four) as a result of input from the meeting.
- Parks Committee/Tree Board – We met Tuesday (12/9) to discuss plans for proposed community garden, disc golf clinic at Park Festival, CAD, spring newsletter. Next meeting – Jan 13, 2015
- I am planning a January meeting of village business owners as a follow-up to the workshop Cortney and I attended in Mt Morris in Oct. “How to build a Destination Business”. Sam Campanella SBDC Certified Business Advisor GCEDC and Rachael J. Tabelski Marketing & Communications Director (GCEDC) have been advising me on that effort.

Administrator's

Electric/Sewer

- Electric bills are due December 11th and sewer bills were due December 2nd. There were no shutoffs this month
- The collection agency we use, Outsource, has been successful lately. We've received \$1,084.35 this month.
- HEAP payments were received from the County on December 8th and applied to customer's accounts

- I asked Rene to create a comparison of BEEP and IEEP to see how effective our program is. We were a little surprised by the results; rebates to customers have increased over 50%! The program has given out over \$20,000 in rebates a year since inception.

Legal Matters

- Crown Castle returned the latest version of the cell tower extension. I forwarded it to Kris Vurraro for review.
- Kris completed the purchase/sales agreement for the Bonduelle property. I sent the agreement to Jim Newcomb on November 20th.
- TW Telecom's pole agreements have been signed and they will begin placing their wires on our poles soon.

2015-2016 Budgets

- Budget time is quickly approaching. I have the tentative 2015-16 nearly complete for all three funds. There are a number of issues that we'll need to discuss, including equipment purchases and the refuse contract.
- For budget purposes I feel the board should adopt a vehicle/equipment replacement schedule. The schedule would allow us to create a plan to put money aside each year for future purchases. Ken and I will present our recommendations for the schedule and its impact on the budgets at the January 10th meeting.

Miscellaneous

- I purchased two Automatic External Defibrillators (AED), one for the office and another for the electric truck.
- I'm looking into additional coverage for Worker's Comp because Genesee County only covers to a certain amount. Lawley Genesee will provide a quote.
- The Mayor & I went to Albany on Monday November 17th for the NYCOM Legislation Priority meeting. There is a lot of legislation that they are trying to get passed that would be beneficial.
- The annual safety meeting is scheduled for December 23rd at 12:00pm in the village board room. Invitations have been sent, please RSVP.
- The last payroll of the year will be processed on December 29th and will include buyouts for Health Insurance and Sick Time.

Office Holiday Closings

- The office will close at 2:00 on Wednesday December 23rd and will remain closed until Friday December 26th. We will be closed again December 31st and January 1st.

DPW Supervisor's Report

- LED lights are in for Hunter street and in the process of being installed.
- Old transformers have been drained of oil. Waste oil to be used in the quanset used oil burner.
- Joe and Nick completed their monthly training.
- We also assisted the Village of Holley replacing a broken pole.
- The plant is running well with just a little hiccup in the ml concentration. Bruce made a few adjustments in wasting and sod. bicarb. The levels are back to normal (12-15k)ppm.
- The park bathrooms have been winterized and shut down until Spring.
- Our new Frasier fir is doing well and the Christmas tree lighting ceremony went well and was very well attended. A big thank you to the crew, Cortney, the office staff, and Mayor for all their outstanding teamwork.

- We repaired a few potholes on Gibson street and we are working on a spring pothole program.
- We are also working on equipment repairs and P.M. We are planning on a busy year and will be ready to hit the ground running.
- The Tulley building is progressing well and phase III of the exterior is complete. In the next two weeks we will be replacing 2 windows and getting the front entrance completed as well.
- I am also working with the Genesee County Highway dept. to install a guard rail on the north side of Gates street.

CEO/ZEO

Number of Inspections	12
Number of Building Permits Issued	0
Number of Building C.0 / C.O Issued	1
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	0
Number of Stop Work Orders Issued	0
Number of Fire Inspections	1

Issued Notice and Order Violation Notice @ 21 South Lake Ave due to numerous unlicensed motor vehicles on the property.

Historian

My student helper from GCC has been with me 2 times this month and has done needed filing for me, and also I have walked her through the process of digging for info on a historical subject. I plan this week walking her through the "Bergen's Little Stinkers" talk that I just presented to the Spencerport Library (11/15) and have now been asked to give it to Spencerport Senior Citizens in January. The talk on November 15 with the Spencerport Library went very well. I talked for 45 min. and they asked questions for another 45 min. I felt more comfortable with a group I did not know. No nervousness!!!!

I participated in the Community Walk on the 13th of November. I discovered many new things about the community. I almost saw Bergen as a (new) place of exploration. It was just how the organizers wanted us to feel, rejuvenated. Seeing the Village with renewed gusto!

I am beginning a new project on the Munger family. This stems from my contact with Tim Munger from the Midwest, who visits our area each Summer. He walked in the office last summer and introduced himself. So this should be fun, but perhaps slow going. The Mungers were vast land owners and farmers on the town and village. Tim tracks his family back 7 generations.

Privilege of the Floor

None

Trustee Concerns

Trustee Donovan

Franchise Agreement - Batavia entered into a franchise agreement with Comcast instead of Time Warner; does the Village have an agreement with Time Warner? If so, when does it expire? Mr. Gale stated that there is an agreement with Time Warner and that he would find out the date the contract expires.

Comprehensive Plan Committee – Felipe Oltramari reviewed the Genesee County Growth Plan, Contract with LaBella has been signed, and Committee Co-Chairs will meet with LaBella about the planning process.

Mayor Barclay

- Genesee Association of Municipalities meet in Bergen Town Hall on December 18th at 7:00pm

- Byron Fire Department may use the fitness equipment in Hickory Park for training
- Will host open house for groups in the Spring to promote fitness equipment

New Business

Trash Pick Up

Mayor Barclay discussed the options that have been explored for refuse pickup and asked if the Board had any ideas. She and Mr. Gale will continue to peruse options and report back to the Board.

Old Business

38 North Lake Ave

Code Enforcement Officer Ken Kuter presented the Board with a report about the unsafe conditions of 38 North Lake Avenue. A resolution was prepared according to the Village Unsafe Buildings Law.

Resolution No. 11 of 2014 Village of Bergen, NY

RESOLUTION ORDERING REPAIR OR REMOVAL OF STRUCTURES OWNED BY JAMES MULVEY SITUATED AT 38 NORTH LAKE AVENUE, VILLAGE OF BERGEN, GENESEE COUNTY, STATE OF NEW YORK

WHEREAS, the Code Enforcement Officer of the Village of Bergen has filed written reports with the Village of Bergen Board of Trustees containing his findings regarding certain structures situate on premises on 38 North Lake Avenue, Village of Bergen, Genesee County, in which reports the said Code Enforcement Officer states his opinion that said structures are unsafe and dangerous to the public, and

WHEREAS, the Village of Bergen Board of Trustees after reviewing said report and after hearing said Code Enforcement Officer in regard thereto and after having duly deliberated upon the same, having determined that said report warrants the repair or removal of said structures.

NOW, THEREFORE, BE IT RESOLVED, that:

(1) upon review and consideration of the report of the Code Enforcement Officer and having duly deliberated upon the same, it is hereby ordered that the structures to be repaired in compliance with NYS Property Maintenance and Building Code or removed from the premises, such repair or removal to commence within thirty (30) days of the service of the notice described hereinbelow and to be completed within sixty (60) days thereafter; and

(2) notice be given to James Mulvey, as the reputed owner of these structures situate on premises on 38 North Lake Avenue, Village of Bergen, New York, as shown on the Village tax records of the Genesee County Clerk's Office, such notice to be in the form required by Section 1-6 of Local Law Number 2 of 2009 of the Village of Bergen; and

(3) said notice to be served personally upon said James Mulvey, or, if such person cannot be reasonably found, then such notice shall be served by certified mail to such person's last known address as shown by the records of the tax collector or of the Genesee County Clerk and by personally serving a copy of said notice upon any adult person residing on or occupying said premises and by affixing a copy thereof upon said structures; and

(4) a copy of said notice to be filed in the Genesee County Clerk's Office in the same manner as a notice of pendency pursuant to Article 65 of the New York Civil Practice Law and Rules (CPLR); and,

(5) a public hearing has been scheduled on January 14th, 2015 at 6:45 pm at the Bergen Village Office, in relation to such unsafe structures, and

(6) the Administrator of the Village of Bergen is directed to prepare said notice and arrange for the service thereof in accordance with the requirements of said Local Law and by filing in the office of the County Clerk.

A motion was made to accept the resolution was made by Trustee Morgante and seconded by Trustee VanEenwyk. The motion was passed by the following vote:

Trustee Donovan - aye
Trustee Morgante - aye
Trustee VanEenwyk – aye

EMS Contract

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan to accept the Emergency Management Services Contract with Mercy EMS. The motion was carried by the following vote

Trustee Donovan - aye
Trustee Morgante - aye
Trustee VanEenwyk – aye

Adjournment

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

The meeting was adjourned at 8:15pm

Respectfully submitted,

Cortney W. Gale
Village Administrator