

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on January 28th 2015**

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, and Nick Booher.

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 of December 10th 2014 was made by Trustee Donovan and seconded by Trustee VenEenwyk. The motion was carried by a unanimous vote

A motion to approve the meeting minutes of January 14th 2015 was made by Trustee Donovan and seconded by Trustee Cooper. The motion was carried by a unanimous vote

Mayor's Report

Grants

- I have completed and submitted an application to the Miracle Grow Company for supportive funding or our proposed community garden totaling \$1500. I am working on a second grant application for the project through Fiskars.
- CSX has turned down the application requesting funding for a Bergen Train Station Mural on the north wall of the Moribito building. I will continue to work with the Historical Society and Ray MacConnell to investigate options for the wall.
- I have worked through the tutorial for the urforian database which now contains all the information from the tree survey.

Planning and Zoning Boards

- At the planning board meeting of January 21st, I presented the NYMIR webinar of comprehensive planning to the members of the planning board after their regular meeting. These training sessions are well received. The next session will be February 18th, the topic is sub-division approval. I have requested that the planning board develop a procedure for choosing and recommending a committee chairperson to the village board.

Comprehensive Plan Committee

- I have participated in 2 survey committee meetings for the CPC to prepare the comprehensive plan survey.

- There is a public meeting scheduled for March 19, 7pm, at the fire hall to discuss the comprehensive plan process, and for questions and answer concerning the project.

Trash Pick-up

- Cortney and I are continuing to investigate options. A letter and survey will be sent out to residents for input.

Business Meeting

- Over 20 business owners, Sam Campanella SBDC Certified Business Advisor GCEDC, Chris Souzzi GCEDC, Cortney, and I met to share information about Bergen businesses, opportunities available to businesses, and ways to provide support within the group. A second meeting will be held February 24th, the agenda will include a representative from the Chamber of Commerce, small business grant opportunities, participation in the Bergen Garage Sale and Park Festival.

Meetings

- BBCA – The BBCA meeting was held on January 27th; new officers were sworn in (Treasurer Maria Rowland, Secretary Connie VanHoute, Vice President Charlie Cook, and President Anna Marie Barclay), the Park Festival Committee will begin their planning meetings Feb 24th in the board room.
- Triangle Club – Triangle has been an active club in the village since 1909! We are encouraging new membership, and held a traditional Triangle Tea on Saturday January 17th. Several girl scouts and their moms attended; club history was presented, historic minutes and photos were shared.

Administrator's

Electric

- Electric bills were sent out on January 23rd. The electric rate is only 7.6 cents per kWh compared to 10.5 cents last month. There are 43 people on the shutoff list this month.
- Bob Fox and I have been working with the Department of the State Comptroller to help them understand how we record the \$58,000 in PILOT funds from the Electric Department. The Public Service Commission requires us to record the funds a different way.
- We are in the process of invoicing those companies that use our utility poles to string their wires.

Insurance

- A number of municipalities have expressed their interest in having the County handle the additional Worker's Compensation coverage. The county is only willing to do it if all municipalities participate. I think we should wait to see what happens before we buy the policy ourselves.
- Lawley Genesee is looking into Disability Coverage. It seems most municipalities do not have the coverage; Rosalie Maguire is investigating if the Village is covered under a different source.

Legal Matters

- The Mayor and I spoke to Kris Vurraro regarding the cell tower contract extension. He's asking that they change the wording about consigning ownership without Village approval.
- Kris is in the process of crafting the local law regarding on street parking.

Refuse

- Ken and I drove around the village Wednesday to count garbage bags, totes, recycling bins, and total number of houses with items out so we have a better idea for our refuse contract.
- Worked on letter and survey to send out with sewer bills February 1st about our garbage situation. We would like to host an informational meeting on 2/12 at 7pm for residents.

2015-2016 Budgets

- We should schedule a work session to go over the budget; the only item that is still unclear is the refuse contract.

Miscellaneous

- The Village received a county sales tax payment for 4th Quarter 2014 in the amount of \$65,192.65 which is \$703.92 more than the previous year.
- Time Warner replaced the cable modem because it wasn't working properly. The SMC Switch's cooling fan is going bad, I asked Brian Becker to replace it.
- I am looking into purchasing three new computers for the next phase of our replacement plan. The computers would be similar to the ones we purchased in October 2013, which are refurbished Dell desktops.

DPW Supervisor's Report

- We are doing the finishing touches and punch list for the second business space. A job well done. We will also be installing 3 lights in the Library next week.
- We have been keeping up with the snow and ice very well and have had compliments on the conditions. We have also been doing our p.m. and other maintenance on equipment so we are ready for Spring.
- With assistance from the Village of Churchville we pulled new primary wires on Hunter Street. They will also help with the switch over. The plant is running well and we had sludge removed and we are keeping up with our p.m.

Privilege of the Floor

None

Trustee Concerns

Trustee Morgante – Is interested in applying for the Apprentice Lineman position, would like to know the board's opinion about if he can stay on the board through the interview process. Intends to talk to members individually at a later date.

Trustee VanEenwyk – Provided information regarding a summer recreation program. She is looking for individuals to help.

Trustee Cooper – Verifying that all expenses pertaining to the issues with 38 North Lake Avenue are being recorded to place on the taxes of the property.

New Business

Engineering Planning Grant Resolutions

Three resolutions were presented for the Engineering Planning Grant.

RESOLUTION NO. 1 of 2015

VILLAGE OF BERGEN

AUTHORIZATION FOR REPRESENTATIVE TO SIGN ENGINEERING PLANNING GRANT AGREEMENT DOCUMENTS

Resolved, that Mayor Anna Marie Barclay is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Bergen obligations under the Engineering Planning Grant Agreement.

RESOLUTION NO. 2 OF 2015

VILLAGE OF BERGEN, NY

**AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH
(20% LOCAL MATCH) FOR ENGINEERING PLANNING GRANT**

Resolved, that the Village of Bergen authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Village of Bergen Collection System Planning Study. Under the Engineering Planning Grant Program, this local match must be at least 20% of the total project cost. The maximum local share appropriated subject to any changes agreed to by Mayor Anna Marie Barclay shall not exceed \$7,500 based upon a total estimated maximum project cost of \$37,500. Mayor Anna Marie Barclay may increase this local match through the use of in kind services without further approval from the Village of Bergen

RESOLUTION NO. 3 OF 2015

**VILLAGE OF BERGEN, NY
SEQR TYPE II DETERMINATION RESOLUTION**

Whereas, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in the subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law.

Resolved, that the Village of Bergen hereby determines that the proposed Village of Bergen Collection System Planning Study is a Type II action in accordance with the following: 6 NYCRR Section 617.5 (c) which constitutes the:

- (17) “mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns”
- (18) “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soil studies that do not commit the agency to undertake, fund or approve and Type I or unlisted action”
- (21) “conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action”

and is therefore not subject to further review under 6 NYCRR Part 617.

A motion was made by Trustee Morgante and seconded by Trustee Donovan to accept the resolutions. The motion was carried by a unanimous vote.

Electric Lineman Succession Plan

Lineman Nick Booher discussed with the Board hiring an Apprentice Lineman so that person would be trained and through lineman school before Joe Chimino retires in four years. The Board was in favor of the plan as long as a contract is created to prohibit the employee from leaving before their eighth year because of the cost of training school.

A motion was made by Trustee VanEenwyk and seconded by Trustee Cooper to create the position of Groundman/Apprentice Lineman. The motion was carried by the following vote:

Trustee Cooper - aye
 Trustee Donovan - aye
 Trustee Morgante - abstain
 Trustee VanEenwyk - aye

Old Business

Refuse Contract Update

See Officer Reports

Brush Policy Clarify & Adopt

Mayor Barclay presented sample information for a brush policy. The board reviewed, edited and crafted the Mayor's information into a policy.

A motion was made by Trustee Morgante and seconded by Trustee Cooper to approve the brush policy. The motion was carried by a unanimous vote.

Parking Law Changes & Public Hearing Date

A public hearing was scheduled for February 11th at 6:45pm for Local Law number one of 2015, which would replace current parking regulations within Village limits.

Agenda Amendment – A motion was made by Trustee Cooper and seconded by Trustee Donovan to add Executive Session to the agenda. The motion was carried by a unanimous vote.

Executive Session – A motion was made by Trustee Morgante and seconded by Trustee VanEenwyk to discuss employee matters. The motion was carried by a unanimous vote. The Board entered into executive session with Mr. Gale included at 8:30pm.

A motion was made by Trustee Cooper and seconded by Trustee Morgante to exit executive session. The motion was carried by a unanimous vote. The Board exited executive session at 9:25pm

Vehicle Usage/Mileage Decision

Mileage

A motion was made by Trustee Cooper and seconded by Trustee Morgante to pay Ken Steinmetz his requested mileage reimbursement. The motion was defeated by the following vote:

Trustee Cooper - nay
 Trustee Donovan - nay
 Trustee Morgante - nay
 Trustee VanEenwyk - nay

Vehicle Usage

A motion was made by Mayor Barclay and seconded by Trustee Morgante to allow Ken Steinmetz to drive a village vehicle home daily. The motion was defeated by the following vote:

Trustee Cooper - nay
Trustee Donovan - nay
Trustee Morgante - nay
Trustee VanEenwyk - nay

Adjournment

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

The meeting was adjourned at 9:30pm

Respectfully submitted,

Cortney W. Gale
Village Administrator