

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on November 12th 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 Fedele
Trustee VanEenwyk

Also present were: Village Administrator Cortney Gale and Ray MacConnell

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of October 21st 2015 was made by Trustee VanEenwyk and seconded by Trustee Fedele. The motion was carried by the following vote:

Trustee Cooper - abstain
Trustee Donovan - aye
Trustee Fedele - aye
Trustee VanEenwyk - aye

Mavor's Report

Tree Lighting

- The annual Tree Lighting Celebration will be Friday, Dec 4th. I have arranged for sheriff assistance for the event, fire department support and transport of the Clauses to Ward Park from Hickory, and the Gillam Grant bus to bring folks back to Hickory Park. We have 17 donated trees for organizations to decorate for the event (Bonduelle donated 12 trees). The elementary band will play, members of the Singing Silhouettes will assist the carolers, Bergen School of the Arts will have an ornament activity, Northwoods alpacas will be at Ward Park, etc. Street closures will be posted and other information will be in newsletter.

America's Best Communities

- The Leroy/Bergen community's Revitalization Plan has been completed and submitted for the next round of the America's Best Communities Competition. The committee worked extremely hard to complete and submit the application along with Camoin. A huge thank you goes out to everyone involved. Results should be announced in early 2016.

Bergen Underground

- Cortney and I met with Rev Shari Schuck to discuss the Bergen Underground and ways the village could help support the program. Information will be included on the village website, and we will work together on funding opportunities.

Park Committee/Tree Board

- The committee has reviewed and updated the Goals section of the Parks Master Plan. The updated document will be presented to the village board at the next meeting for approval.
- Information for the Tree City application for 2015 is being coordinated; the submission deadline is Dec. 31st.
- Summer Recreation Program – I have contacted the Genesee County Youth Bureau for an application for funding of our program for 2016 and will complete the application when it is received.

CPC

- The Comprehensive Plan Committee met on Dec 2 and we are continuing to goals and recommendations to be included in the updated document.

Meetings

- On Dec 2 Cortney, Joe C and I met with Chris Suozzi and Rachael Tabelski of GCEDC to discuss strategies to secure an increase of allotted hydro-power to the village. We will be meeting with the MEUA executive board to secure their support.
- Legislator Bob Bausch met with Cortney and myself to discuss the next steps of our local law on property tax exemptions.

Memorial Ribbons

- Thank you to everyone who helped cut, tie, and hang ribbons in honor of Barry Miller, then helped to gather them. The ribbons have been donated to the YWCA Domestic Violence Crisis and prevention Services for their use.

Administrator's

Electric/Sewer

- Electric bills are due today, November 12th. Of the 40 notices that were sent out for nonpayment of August and September's bill there were no shut offs.
- Sewer bills were mailed out on November 2nd and are due December 2nd.
- The Mayor, Joe Chimino and I met with Rachael Tabelski and Chris Suozzi to plan our meeting with the MEUA executive board to get their support for our quest to receive more hydro-electric power. On November 17th we will meet with them and Four Corners Energy to discuss solar options.
- The Chevrolet Silverado Hybrid sold for less than expected at auction which means less money for the Bergen Energy Efficiency Program's 2015-2016 budget. There is more than enough in reserve to make up the difference.
- So far this fiscal year we've sent \$1,667.15 to collections for electric accounts that were not paid. Rene and Barb attended a training course about uncollected funds, the instructor suggested having the board sign off on the documents, so we'll start doing that with the next submission.

Office

- The utility payment portal is now working. Brian Becker and I talked to different people in the IT department. They were able to give us enough information to get it to work. However, we are still using part of the old server to make it work.
- The last day to pay property taxes before they are sent to the County was November 2nd. Payments can no longer be made in the office.
- As you can see in the bills the bulk of our bond payments are due in November. The rest are due in April and May. The General Fund will be debt free in 2020 which will free up over \$35,000. The Electric Fund has bond maturing in 2020, 2021, and 2022. The sewer plant bond goes through 2043!
- The last step in completing the work for the 2014-2015 fiscal year was completed last week by closing the year in the accounting system.

Miscellaneous

- The annual safety meeting is scheduled for December 23rd at 12:00pm in the village board room.

- I have a few vacation days left to use so I am taking off November 23th through 25th and December 18th. I am not traveling so I will be around if needed.
- The office will be closed on November 26th & 27th.
- We signed up to participate in Webinar trainings through NYCOM called “Training Tuesdays” they cover planning and zoning issues. They are Tuesday’s from 10:30am-11:30am starting 11/10 and going to 12/1. You are welcome to participate. The first one was a refresher on zoning basics next week’s topic is ethics.
- We’ll be working on cleaning out filing cabinets and archiving the files in the next few weeks, we should be able to remove many of the cabinets at which time we’ll rearrange the back area.
- The carpets are getting to the point where shampooing them no longer helps. I would like to solicit quotes to replace the carpet and add padding underneath so, if approved, we can budget for it in the next fiscal year.

DPW Supervisor’s Report

- Generally, we have been preparing for the winter months and should be pretty well set.

WWTP

- All is well at the waste water treatment plant.

Electric

- Installation of the final transformers for the year continues, only 3 more and a new pole to set to complete.

DPW and Parks

- The new sweeper has arrived from Springville and Chris Fay has been out sweeping streets this week.
- The crosswalk in front of Hickory Park is complete.
- The Area at the WWTP for leaves and debris is still under construction but hopefully will be done before winter hits. We have been picking up leaves for the last two weeks and will continue. The last day for leaves and wood debris will be Monday, November 23, 2015 and will resume in the spring.

CEO/ZEO

Number of Inspections	18
Number of Building Permits Issued	1
Number of Building C.0 / C.0 Issued	0
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	1
Number of Appearance Tickets Issued	0
Number of Fire Inspections	2

- The Division of Building Standards and Codes is in the process of compiling data from the Annual Code Enforcement and Administration Reports submitted by local municipalities in accordance with 19 NYCRR Part 1203. The Codes Division is compiling data for the purpose of creating a list of municipalities for the distribution of the 2015 International Codes. In order to facilitate distributing the new code books, municipalities must submit their Part 1203 Annual Report Form for reporting year 2014 by December 31, 2015.
- We are compliant and up to date with our reports .

Privilege of the Floor

None

Trustee Concerns

Trustee Donovan said there are a number of woodchuck holes in Hartland Park that should be filled in and asked if contractors are still dumping debris at the sewer plant.

New Business

Historian Presentation

Village Historian Ray MacConnell gave a presentation to the Board about Fischer's Drug Store which was located where Gregory's Bakery is now.

Old Business

Time Warner Cable Contract

A motion was made by Trustee Fedele and seconded by Trustee Donovan to employ the Cohen Law Group to negotiate the Time Warner Cable Franchise Agreement on our behalf along with other Municipalities in Genesee County in an amount not to exceed Three Thousand One Hundred Forty-Five Dollars (\$3,145). The motion was carried by the following vote:

Trustee Cooper - abstain
Trustee Donovan - aye
Trustee Fedele - aye
Trustee VanEenwyk - aye

Adjournment

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

The meeting was adjourned at 7:40pm

Respectfully submitted,

Cortney W. Gale
Village Administrator