

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on March 11th 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 VanEenwyk

Also present: Village Administrator Cortney Gale

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of February 25th 2015 was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- The final paperwork is being completed for the DASNY grant which provided the funding for the Life Trail in Hickory Park. We were waiting for forms and directions to complete the request for the \$50,000 reimbursement for the purchase and installation of the exercise equipment.
- Another training session for the archive grant project is being held here Thursday 3/12.

Park Committee/Tree Board

- We met on Monday 3/9 to continue plans for CAD, Arbor Day, and Park Festival. Those interested in the Community Garden attended to develop a "charter" and will meet again on 3/23. Raised beds (12) will be built behind the WWTP.
- I received a request from the 7th District Federated Garden Clubs of New York for information on the Village's recognition as a Tree City, and a Growth Award recipient for a presentation at their annual meeting in April. I have been working on completing answers to their questions concerning those topics and the working of the tree Board.

Comprehensive Plan Committee

- Town and village residents have received copies of the surveys for the Comprehensive Plan public input phase of the updating project. They will be due back by March 23rd. Please help by encouraging residents to complete and return their surveys. Flyers, posters, and banner are out to remind everyone of the importance of their input.
- Reminder: the first public meeting is scheduled for March 19, 7pm, at the fire hall to discuss the comprehensive plan process, and for questions and answers concerning the project. Other meeting dates are the first Monday of the months of April through July. These meetings will include discussions on scheduled topics to gain insight and input as the plan develops. The April 6th meeting will focus on agriculture and natural resources.

Trash Pick-up

- Cortney and I have put together a request for proposals for bids on trash pick-up in the village; we incorporated input received from the surveys and the public meeting.

Lineman Position

- After interviewing 8 candidates for the position of apprentice lineman, the committee (Joe Chimino, Nick Booher, Cortney Gale, and myself) has hired Matt Sluberski to the position. Matt started his employment with the village on March 10th

Meetings

- DPW — Cortney and I met with the DPW staff to discuss the timeline of village projects for the upcoming spring, summer, fall season Monday, 3/2. We have planned out how to approach the work to be completed in the interim before hiring a new DPW Supervisor.
- RFP — Mike DeClerk met with Cortney and myself to review types of RFP's for bidding purposes for a Trash Pick-up contract (3/3)
- GCEDC Luncheon — Cortney and I attended the Annual Luncheon of the GCEDC on 3/6 where the annual report was presented, a legislative update was given, there was a regional economic update given, a keynote given by Howard Zemsky (president and CEO of Empire State Development), and the Economic Development Partner of the Year Award went to Genesee County.
- Community Garage Sale — Heather Piper met with us to start plans for the second annual community garage sale (June 26, 27). We will be adding a business "hop" to the event. I have contacted the sheriff for patrols on those days.
- Landmark Society — Ray MacConnell, Vickie Almquist, Grace Gallivan and I attended a Partners Roundup which consisted of a panel of young professionals and preservationists including representatives from The Landmark Society's Young Urban Preservationists (YUPs), Perry's Young Professionals & Preservationists, Rochester Young Professionals, and RocCity Coalition (a coalition of young professionals organizations and members of surrounding communities). The discussion was informative, and validated the promise of the work started with our business group meetings.

Administrator's

Electric/Sewer

- Electric bills are due tomorrow, March 12th. There was one home that's power was disconnected due to nonpayment. It was turned back on later that day after funds were received.
- New electric lineman Matt Sluberski started Tuesday March 10th. The necessary clothing and equipment has been ordered for him.
- Sewer bills were due March 3rd. Unpaid bills will be sent to the County to be placed on village property tax bills.

Bonduelle

- The purchase and sale agreement for the Bonduelle property was received today. I sent it to Kris Vurraro to review. The main change to the document was wording that would make the village liable if the property became contaminated during our use.

Refuse

- Bid Specifications for refuse are complete. I suggest that the information is posted in the Daily News soon and that a date for the bid opening be set for April 3rd then if the winning bid is found satisfactory the board accepts the bid at the next meeting.
- If the board elects to place a bi-line on property tax bills for refuse collection that will count as an increase in taxes and put us over the 2% tax cap. In that case it will be necessary to pass a local law to override the tax cap as we have done in previous years.

Code Enforcement

- Code and Zoning Officer Ken Kuter is conducting fire inspections in public assemblies. He has received push back from one of the building owners who will not allow him on the property. The next step is to

write a letter stating the State and Local Law and to indicate that if Ken isn't allowed to perform the inspection court action will be necessary.

DPW

- It may be necessary to extend the timeline to receive application for the DPW to date we have five applications with only two coming from advertisement. I would like to run the advertisement in the Daily News and Suburban News again as well as an online job search site.
- An ice dam on the back roof caused a leak in Pivot Acupuncture that Chris Fay & I took care of temporarily. Heat tape should be installed to prevent the ice from accumulating.
- I have been inputting information into the stakeout system (when someone wants to dig and make sure they won't hit something) one required getting sewer schematics from Eric Wies.
- Bruce is having issues at the plant with foaming in the outside circulation station. He had to clean the membranes several times.

Miscellaneous

- The mayor and I attended the GCEDC annual luncheon on Friday March 6th at Batavia Downs.
- Made changes to the budget per work session. I reallocated hours out of parks and shade trees and into street maintenance and sidewalks. I also reduced shade tree contractual \$500.
- The computers and monitor have arrived. Brian Becker will be installing the computers and transferring the software licenses.
- I contacted Loweke Construction to have them schedule the installation of the 36 inch door at Pivot Acupuncture. Their time frame to begin was two weeks.
- I started the Constitutional Tax Limit form, which needs to be sent to the State prior to adopting the budget, however the online system to input the information is not up yet.

CEO/ZEO

Number of Inspections	5
Number of Building Permits Issued	0
Number of Building C.O / C.O Issued	1
Number of Zoning Complaints Filed	0
Number of Zoning Complaints Resolved	1
Number of Stop Work Orders Issued	0
Number of Fire Inspections	5

- All but one public assembly in the village have been inspected and are compliant; hopefully the one house of worship remaining will see the importance and legal need to comply with our codes.

Privilege of the Floor

None

Trustee Concerns

Trustee Cooper asked if there is a cheaper place to purchase chlorine than Crocker's Ace Hardware. Trustee Cooper and Mr. Gale will look into options.

New Business

Resolution 5 of 2015 – Delegate to MEUA Semi Annual Meeting

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 Semi-Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on April 29th and April 30th, 2015 to be held at the Embassy Suites Hotel, 6646 Old Collamer Rd., East Syracuse, New York, 13057 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.

Street Repair

Mr. Gale and Mayor Barclay discussed the condition of roads in the Village and the need for maintenance. They suggested that roads be studied to determine where the areas of need are and to create a street maintenance schedule.

Reorganizational Meeting Date

The Board set a date of April 22nd for the Reorganizational meeting which will begin part of the regular meeting at 7:00pm.

2015-2016 Budget Public Hearing Date

The public hearing for the proposed 2015-2016 Budget will be at 6:45pm on April 22nd.

Old Business

DPW Supervisor Position

See officer reports

Parking Law

The public hearing for the proposed Parking Local Law will be at 6:30 on April 22nd.

Executive Session

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan to enter executive session to discuss possible litigation pertaining to electric infrastructure. The motion was carried by a unanimous vote.

The Board entered executive session at 7:47pm

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan to exit executive session.

The Board exited executive session at 8:31pm

Adjournment

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

The meeting was adjourned at 8:32pm

Respectfully submitted,
Cortney W. Gale
Village Administrator