

**Regular Meeting
Of the Village of Bergen
Board of Trustees
December 9th, 2009 at the Village Hall**

The Regular Meeting of the Board of Trustees was called to Order by Mayor Bailey at 7:00 p.m. with the following present:

Trustee Robert Bausch
Trustee Virginia Adams
Trustee Paul Cooper

Also present were: Stacey Brown, Joe Chimino, Tom Williamson, Hugh McCartney, Garret McDean, Doug Brown, Sara Gillard, Jim Pascarella, Ralph Marsocci, Charles Wies, Gerald Fuller

Absent: Trustee Anna Marie Barclay

APPROVAL OF BILLS

A motion to approve the bills was made by Trustee Cooper and seconded by Trustee Barclay. The motion carried by the following vote:

Trustee Robert Bausch – aye
Trustee Anna Marie Barclay – absent
Trustee Paul Cooper – aye
Trustee Virginia Adams – aye

A motion to approve the Sewer Capital Project bills in the amount of \$80,333.53 was made by Trustee Bausch and seconded by Trustee Cooper. The motion carried by the following vote:

Trustee Robert Bausch – aye
Trustee Anna Marie Barclay – absent
Trustee Paul Cooper – aye
Trustee Virginia Adams – aye

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes for November 24th, 2009 with the Mayor's amendment was made by Trustee Cooper and seconded by Trustee Bausch. The motion carried by the following vote:

Trustee Robert Bausch – aye
Trustee Anna Marie Barclay – absent
Trustee Paul Cooper – aye
Trustee Virginia Adams – aye

TREASURER'S REPORT

Accounting/Bookkeeping:

- ❖ We received an "inquiry" from the IRS regarding the procedures used to report income tax. I have sent the inquiry to Laura Landers (Freed Maxick) to look at and advise me on the steps needed to take in order to be in compliance with the IRS standards. I have also set up the appointment for the IRS representative to come out to the Village on December 17th. This is simply an inquiry on their part that is done randomly.
- ❖ Sewer Capital Project Payments – we will be paying our "first" batch of bills for the sewer project. A completely separate abstract will be presented to the board each time a payment request is processed by the EFC. This means that the board will need to approve the regular bills as always and then separately approve the project bills.
- ❖ Continued work on the Municipal Electric Utilities Annual Report with L. Landers (Freed Maxick). Data has been collected and input has begun.

Training/workshop:

NYS Conference of Mayors Village Election Workshop: Wednesday, January 20th, 2010 at the Buffalo/Niagara Marriott in Amherst, NY
The workshop will cover:

- ❖ The Village Clerk's duties
- ❖ Independent Nominating Petitions
- ❖ Party Caucuses and Primaries
- ❖ Voter Registration
- ❖ Voter Qualifications
- ❖ Ballot Preparation
- ❖ Absentee Ballots
- ❖ Election Inspectors & Poll Watchers
- ❖ Election Day Procedures
- ❖ Canvassing the Vote
- ❖ And Post-election Procedures

I will be attending this workshop in accordance with the resolution passed at the 2009 annual re-organizational meeting in April.

Fire Department Contract:

I have completed the contracts and have received correct approval from the parties involved. The contract for 2009 expires on January 1st, 2010.

As of 12/01/2009 the budget is as follows:

Beginning Balance:	\$140,000.00
Less Expenditures:	<u>(\$137,201.71)</u>
Fund balance:	\$2,798.29

DPW SUPERVISOR'S REPORT

Sewer:

- 110,000 Average flows per day
- New pump and guide rail assembly have been installed in Rochester Street lift station. We were able to remove the adapter off the old pump and make our own gasket to accommodate the installation.
- WWTP upgrade: Report by Eric Weis of Clark Patterson

DPW:

- I have checked the fountain in Carpenter Park numerous times and every time the water has drained from the bowls. I don't feel any winterization is necessary for this season.
- As viewed by a sewer camera, the sink hole in the road at 68 South Lake would appear to be due to a rupture in the 16" corrugated pipe. The D.O.T. recently filled the area. I will contact the D.O.T. and see what time frame they are expecting for the repair.
- Our crew has relocated the Village of Bergen signs and the 30mph signs at the East end of Parkview Drive. The D.O.T. finally moved the "end of 30mph" sign to the South of Parkview. Relocation of the placement of these 30mph speed limit signs would have been confusing to the general public if we had moved our signs prior to the D.O.T. moving their sign.
- Village workers are cleaning out catch basins
- Snow plowing as required
- Tulley Building:
 1. Electrical inspector made the final inspection for the remainder of the first floor office space on December 9th.
 2. This included the Board room, Mayor's office, handicap bathroom, back hallway, employee closet, janitor closet and the Code Enforcement office.
 3. He found everything up to NEC code and issued a final sticker which is on file in the office.
 4. Lighting, exit signs and emergency lighting in the basement has begun and will be inspected as well upon completion.
 5. Barry Miller is constructing a board room table and its completion is nearly done. He also constructed and installed a countertop for the Zoning Office.

6. Meeting with engineer Friday, December 11, 2009 to gather final information for the placement of the beam to support the roof truss that has been in question.

Electric:

- Christmas decorations installed
- Setting service poles that are in need of replacing
- Our electrical engineer has contacted me to inform me that he would have a full report by December 18th pertaining to his relay co-ordination study including recommendations.
- December 5th system wide outage:
 1. The newly built transmission line, approximately 3 miles in length, was connected to our Gibson Place sub station with no problems.
 2. The outage began at 8:00 a.m. and was re-energized at 11:57 a.m.
 3. During this outage our linemen were able to clean switch contacts which showed up on infrared during a recent examination of the sub station.
 4. Joe Kriasiak of National Grid made a follow up call yesterday to check on how the change over to the new lines went.
 5. I informed him that all went very well and it was a pleasure working with him on the co-ordination for this shutdown and the crews that they sent to do the work.

CEO/ZEO REPORT

Discussion highlights:

- ❖ Property owned by Steve Phillips has been repaired as requested
- ❖ 3 new wood stove installations
- ❖ Handicapped railing is being built by me, the rest of the handicapped ramp and railing is still in need of some welding and painting but should be finished soon.
- ❖ Engineer is set to give a quote to finish the stabilization of the building – until that time, a time-line cannot be put together

Mayor's Report

Discussion highlights:

- School project – Trustee Bausch asked when this would start...Mayor responded that it should start in March.
- Met with the Superintendent of Byron Bergen School to discuss the current agreement with the Village regarding sewer

Historian's Report

Discussion highlights included:

- Very impressed with the new Town office and Court room facility located at the Fire Department building
- Continued work on research for the Town Offices

A motion to accept officer's reports was made by Trustee Bausch and seconded by Trustee Adams. The motion carried by the following votes:

Trustee Robert Bausch – aye
Trustee Anna Marie Barclay – absent
Trustee Virginia Adams – aye
Trustee Paul Cooper – aye

Fire Department Contract 2010:

Discussion highlights:

- Trustee Adams: Who is responsible for the mowing and who is responsible for the snow plowing?
- Mayor: Village of Bergen will be mowing all but the soccer field and will be plowing the front of the Fire Department (truck bay area) and the Town of Bergen will be mowing the soccer field and will be plowing the back parking lot
- Trustee Bausch comment to Fire Department: I wish you would work on your P.R. – the new truck that you purchased is causing concern from the community in that they don't understand the need for the vehicle. I think you need a more positive approach to your information regarding this purchase.
- Trustee Adams: Yes, I agree, maybe you could put a small informational piece in the newsletter.
- Trustee Adams: Is the building maintenance budget at \$5,000 the same amount as last year? J. Pascarella replied yes.
- Trustee Adams: Are you still going to calls? Do you see the ambulance dissolving? J. Pascarella replied: no not in the near future because we are working on incorporating the ambulance to be able to keep it.
- Mayor: How often does Mercy Flight send out a "fly-car"?
Response: not often at all, they usually will send a full crew in an ambulance but it depends on the nature of the call as well.
- Trustee Adams: How is your grant writer working out? How much are you hoping to receive by way of grant funds this year?
- J. Pascarella: We are looking at about \$85-90 thousand with a 10 % contribution from the Fire Department to purchase ventilation system for the truck.

- Trustee Bausch: Tell me about the “Ambulance Corporation”? What can it do for you?
- J. Pascarella replied:
 1. It will allow the Fire Department to bill for services rendered
 2. Increase membership
 3. Relieve the budget by revenue generated
 4. Replacement of Ambulance in NOT in the original vehicle replacement line item on 2010 budget
 5. Will hopefully be a “self” run business separate from the Fire Department
 6. Ambulance members will NOT have to be a member of the Fire Department in order to be part of the ambulance.
- Trustee Adams: Can the Village office receive monthly financial reports as requested in the contract? J. Pascarella replied yes.

A motion to adopt Bergen Fire Department Contract for 2010 was made by Trustee Cooper and seconded by Trustee Bausch. The motion carried by the following votes:

Trustee Robert Bausch – aye
 Trustee Anna Marie Barclay – absent
 Trustee Virginia Adams – aye
 Trustee Paul Cooper – aye

Trustee Concerns

Trustee Adams:

- Requested that the Village office and DPW staff be allowed to leave early on December 23rd, 2009
- Mayor indicated that he would allow it provided the department heads (DPW Supervisor and Clerk Treasurer) did not need the staff to do any further work that day.

Trustee Cooper:

- With the new Local Law for “Unsafe Buildings” in place, can we now deal with the property across from the cemetery?
- CEO/ZEO (Tom Williamson) replied that the Village needs to have an engineer determine whether or not the building is safe and the Genesee County Health Department to determine if the building is not livable in accordance with Local Law #2 of 2009 (Unsafe Buildings) law. In either case, the Village will need to have a court order to enter the property. Clerk Brown indicated that documentation is the key to a successful execution to this problem. Clerk Brown will contact Attorney Dan Bryson (Lacy Katzen) to confirm that the CEO/ZEO needs a court order.

General and Sewer Budgets were discussed, a special "budget meeting" is scheduled for Wednesday, December 16th, at 7:00 p.m.

ADJOURNMENT

A motion to adjourn was made by Trustee Bausch and seconded by Trustee Cooper. The motion carried by the following vote:

Trustee Robert Bausch – aye
Trustee Anna Marie Barclay – absent
Trustee Virginia Adams – aye
Trustee Paul Cooper – aye

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Stacey A. Brown
Clerk Treasurer

T & A
\$0

A/P
\$0