

**Regular Meeting
Of the Village of Bergen
Board of Trustees
February 25th, 2009 at the Village Hall**

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

Trustee Robert Bausch – arrived at 7:04pm
Trustee Virginia Adams
Trustee Paul Cooper
Trustee Anna Marie Barclay

Also present were: Stacey Brown, Joe Chimino, Cindy Favata, Peggy Swapceinski, Paul Thompson, and Tally Almquist.

APPROVAL OF BILLS

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

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

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes for February 11th, 2009 was made by Trustee Cooper and seconded by Trustee Adams. The motion carried by the following vote:

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

A motion to approve the Special meeting minutes for February 18th, 2009 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 – aye
Trustee Virginia Adams – aye
Trustee Paul Cooper – aye

TREASURER'S REPORT

Budget update:

I have the General and Sewer budgets nearly finished and ready for direction from the board. I have also started to look at the Electric budget.

Office equipment and services:

Copier and phone system purchase. I have given a report regarding both of these pieces of equipment. The following information was given to the board 2 weeks ago. For your review, I have included it in this report.

❖ Allworx system configuration is as follows:

6X Processor unit

5 8212 Phones

Installation

8 Port 10/100 switch

4 year hardware warranty on the entire package

\$5,095 or lease for approximately \$153.26 per month for 48 months

❖ Samsung OfficeServ 7100 converged phone system

1- Samsung OfficeServ 7100 cabinet

7 – DS-5021D display/speaker phones

1 – Fully integrated voice mail/auto attendant

1 – Uni Card (each card support up to 3 modules)

1 – 4TRM module (supports 4 phone lines)

2 – 4DLM module (supports 8 digital phones)
1 – MP10 card with software (free updates for life)
***price includes installation, programming, manuals and training.

Price is good until March 31st, 2009

Total price \$3720 and comes with a 5 year warranty on all parts and 1 year on labor/service

Lease availability with a \$1 (dollar) buyout:

36 months: \$137.12

48 months: \$108.62

60 months: \$91.85

❖ **Lexmark Copier/fax/scanner:**

Purchase for \$8799 or lease for \$267.93 per month for 48 months with a \$1.00 buy out option

After having 3 different demos' in the office, here are a list of those we tried.

Canon – imagerunner 3245/3245i \$12,995 plus toner and service contract

Toshiba – e-STUDIO 4529C \$20,999 includes toner or lease for \$389/month for 39 months

Lexmark – X852e Demo cost \$8799 plus toner and service contract or lease for \$267.93 per month for 48 months

My suggestions are to purchase the Samsung phone system and the Lexmark copier for a total monthly lease payment of \$376.55 for 48 months. This computes to \$125.52 per month per budget. There are funds available in these budgets to accommodate the payments for both F/Y 08-09 and F/Y 09-10 as needed.

Grant opportunities:

Empire State Development has issued a Request for Proposal (RFP) for the "Restore New York Communities

Initiative" Round 3. The completed application is due on May 4th, 2009.

The following is an excerpt from the Restore NY website:

"The 2006-07 State Budget enacted the Restore New York's Communities Initiative and gave Empire State Development Corporation the responsibility of implementing the \$300 million program for the sole purpose of revitalizing urban areas and stabilizing neighborhoods.

In Round 3, ESDC is soliciting requests for up to \$150 million of Restore NY program funds.

Municipalities, defined as cities, towns and villages, are invited to submit a Request for Funding Proposal for projects to demolish, deconstruct, rehabilitate and/or reconstruct vacant, abandoned, condemned and surplus properties. Additionally, funds can be used for site development needs related to the project including, but not limited to water, sewer and parking.

Projects should be architecturally consistent with nearby and adjacent properties or in a manner consistent with the municipality's local revitalization or urban development plan. Rehabilitation of municipal buildings and properties for municipal reuse is not eligible for Restore NY funding. Greenfield development is also ineligible.

All projects require no less than 10 percent of the award amount in matching contributions. Cash and in-kind contributions are allowed. Section 7 further explains the match requirements.

The goal of Restore NY is to revitalize urban centers. It is anticipated that upon completion, the projects funded by Restore NY grants will attract individuals, families, industry and commercial enterprises to the municipality. It is further anticipated that the improved community and business climate will result in an increased tax base thereby improving municipal finances and the wherewithal to further

grow the municipality's tax and resource base and lessen its dependence on state aid.

Awards will be made to qualified applicants based statutory criteria and, to the fullest extent possible, in a geographically proportionate manner throughout the state. As such, funds may not be awarded to some applications with higher scores.

Strong emphasis will be placed on projects from economically distressed communities as described in the statute. Priority will also be given to projects that leverage other state or federal redevelopment, remediation or planning programs including, but not limited to the Brownfield Opportunity Areas program and Empire Zones

Strong emphasis will also be placed on project feasibility and readiness. Projects will score higher when they demonstrate that a majority of the criteria in Section 4 of the Application have been satisfied. This includes the following: Project Feasibility (e.g. market feasibility, business plan, letters of commitment on financing, etc.); Project Readiness (e.g. conformance with local planning and zoning, federal and state permits, etc.); Transportation and Utility Readiness (e.g. transportation analysis, utility evaluations, etc.); and Environmental Readiness (e.g. SEQR and SHPO consultation, etc.). Applicants that can demonstrate that plans are in place, project financing has been committed, and that the project is expected to start within a year of a Restore NY award will be considered more competitive."

Accounting practices

General ledger clean-up continues. In my attempts to further enforce the "internal controls" that I have implemented, I have been able to clean-up much of the General ledger books up to December of 2008. This process will undoubtedly take some time to complete, but will be completed hopefully by end of F/Y 2008-09. I ask that the board be patient with this process as it is delicate in nature.

GAM Meeting

Last Thursday, February 19th, I attended the GAM meeting held in Batavia. The topic of conversation was that of the ambulance contracts currently in place with the City of Batavia. As it stands now, the contracts will no longer be in affect by August. The County Manager Jay Gsell and City Council (Batavia) have assured us that a new plan will be in place by September 1st. More details to come in the near future.

Reserves in Chase Bank

I spoke with Jeff Smith on Tuesday about the use of the existing reserve funds in Chase Bank. He indicated that we can re-assign the existing accounts to cater to what the Village needs to be able to borrow without a permissive referendum. He suggested that we re-establish those accounts by way of resolution subject to permissive referendum. In doing this, the Village will then be able to use those funds for the assigned capital project simply by approving the A/P vouchers created for them.

DPW SUPERVISOR'S REPORT

DPW Supervisor Joe Chimino gave his oral report

CEO/ZEO REPORT

No report

HISTORIAN'S REPORT

Tally Announced the Triangle Club's 100 Anniversary project, details to follow in the next few weeks.

OLD BUSINESS

- ❖ Tulley Building – Village office reconstruction project has been progressing nicely. All of the studding is finished and electric lines will be finished by end of the week. We are sending out bids for the HVAC system for the bid opening on March 17th at 11:00 a.m. at the

- Village office. Also need quotes for awnings and lettering on the windows.
- ❖ General and Sewer Budgets – the budgets are going to be discussed at the next board meeting for approval of a tentative budget.
 - ❖ Schedule a Special Meeting for March 11th, at 6:00 p.m. before the regularly scheduled meeting to discuss budgets.

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

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

Privilege of the Floor

- ❖ Peggy Swapceinski (Gillam Grant Center) – presented budget for the upcoming fiscal year and its impact on the Village. Explained the use of funds collected by the Village and how the "reimbursement" process works.
- ❖ Paul Thompson (Thompson & Dilcher) – presented a "concept plan" to the board to consider regarding the property behind the Sewer Plant.
- ❖ Cindy Favata – Spoke of her need for assistance regarding the "Buy-a-Brick" program. She discussed the engraving process and the number of bricks left to be engraved. She also discussed the fountain that was purchased and its placement. A committee was formed with the help of Trustee Anna Barclay; they will meet in the near future to discuss these issues further.

Trustee Concerns:

Trustee Adams:

- ❖ Progress on drainage issue on Gates Street?
We drew up a "right of entry" agreement in order to get onto the property and extend the drainage ditch. This document is being looked at by the Village Attorney, Dan Bryson (Lacy Katzen).

Trustee Barclay:

- ❖ Contacted the school regarding the purchase of a piece of art from the student body.

Mayor's Report:

- ❖ Spoke with Dan Bryson regarding the Hunter Street issue. Dan indicated that the drainage issue is not a legal obligation for the Village due to the lack of easements on the resident's property. The Mayor has requested a letter to be written to state this fact.
- ❖ Received a complaint from a resident on Leroy Street regarding Heberle Disposal. Complainant expressed concern about the recycle bins being thrown across their lawn after being emptied. A letter will be sent to Heberle Disposal alerting them of this issue.
- ❖ Spoke with Eric Wies of Clark Patterson – we are on the list for Federal Stimulus Funding that could bring in 75% of the total cost of our project.
- ❖ I have received word from Byron-Bergen School representatives stating that they discussed the numbers and have indicated that they are on board with the Village regarding the sewer project.

A motion to enter executive session to discuss personnel matters 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 – aye
Trustee Virginia Adams – aye
Trustee Paul Cooper – aye

9:25 p.m.

A motion to exit executive session was made by Trustee Barclay and seconded by Trustee Adams. The motion carried by the following vote:

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

9:50 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 – aye
Trustee Virginia Adams – aye
Trustee Paul Cooper – aye

The meeting was adjourned at 9:51 p.m.

Respectfully submitted,

Stacey Brown
Clerk Treasurer

T & A
\$19,069.60

A/P
\$51,361.30