

**Town Board Meeting
Town of Bergen
February 10, 2015**

I Audit of the bills 6:45pm, Call to Order 7:00pm.

Prayer Almighty God, grant us wisdom that we may remember as we work, that we are servants of our constituency and all our decisions should be in the best interests of the Town and its citizens, entirely unblemished by any thoughts of personal benefit. Bless us with tolerance and understanding for opinions differing from our own and help us keep an open mind in gathering information before voting on all issues. Help us overcome any ignorance of our duties and enable us to learn more of the intricacies of the roles we have assumed. May we rest assured to know You are with us and will guide us through all we do. Amen.
Pledge to the flag

II Privilege of the Floor - None Scheduled.

III Approval of Meeting Minutes for – January 26, 2015

IV Communications:

1. Supervisors Report for Dec. 2014
2. Summary Spreadsheets for Dec. 2014
3. Town Clerks Report for Jan. 2015
4. ZEO/CEO Report for Jan. 2015
5. Travel Request from ZEO/CEO David Mason
6. Proposal from Paul E. McCullough for computer / network analysis
7. Letter & request for nominations from Genesee County & Batavia Youth Board
8. Sample Resolution for easement acquisition from Monroe County Water Authority

V Board Members' items for addition to the agenda

VI Reports:

-Zoning / Code Enforcement
-Highway

-Committees

-Parks
-Buildings, Grounds & Facilities.
-Village Relations

VII Old Business:

- Infrastructure Fund Agreement from GCEDC
- Discussion / Approval of Resolution for Acquisition of Easement for 7711 Swamp Road from Monroe County Water Authority.

VIII New Business:

- Approval of Travel Request from ZEO/CEO David Mason
- Discussion / Approval of computer / network analysis
- Discuss draft Job Notice for Assessor

IX Reports & Bills:

- Action to file Town Clerks & Supervisors Reports.
- Detailed budget reports provided separately due to size
- Approve payment of the bills.

X Next Meeting Day: Next Meeting, Tuesday February 24th, 7 pm in the Courtroom.

XI Adjournment:

MONTHLY REPORT OF SUPERVISOR

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TO THE TOWN BOARD OF THE TOWN OF BERGEN:

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of December, 2014:

DATED: January 23, 2015

Donald S. Cunningham

SUPERVISOR

	Balance 11/30/2014	Increases	Decreases	Balance 12/31/2014
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	136,960.24	41,526.29	56,414.67	122,071.86
CASH - MONEY MARKET	541,491.66	49,858.21	237,843.35	353,506.52
CASH RESERVE FOR PARKS	21,818.85	0.00	0.00	21,818.85
TOTAL	700,270.75 ✓	91,384.50	294,258.02	497,397.23
B GENERAL - OUTSIDE VILLAGE				
CASH - CHECKING	3,331.41	5,623.43	8,694.38	260.46
CASH - MONEY MARKET	49,056.82	2,184.82	5,623.43	45,618.21
TOTAL	52,388.23 ✓	7,808.25	14,317.81	45,878.67
DB HIGHWAY - OUTSIDE VILLAGE				
CASH - CHECKING	8,202.49	86,461.06	48,119.00	46,544.55
CASH - MONEY MARKET	449,684.78	66,142.13	47,427.70	468,399.21
TOTAL	457,887.27 ✓	152,603.19	95,546.70	514,943.76
SF FIRE DISTRICT				
	0.00	0.00	0.00	0.00
CASH - MONEY MARKET	4,981.95	0.00	0.00	4,981.95
TOTAL	4,981.95 ✓	0.00	0.00	4,981.95
SW WATER DISTRICT #2				
	0.00	0.00	0.00	0.00
CASH - SAVINGS	139,678.80	0.00	0.00	139,678.80
TOTAL	139,678.80 ✓	0.00	0.00	139,678.80
L LIBRARY				
CASH - CHECKING	69,671.65	4,307.23	3,805.05	70,173.83
CASH - MONEY MARKET	46,697.50	3.81	29,727.27	16,974.04
CD	20,792.69	1.05	0.00	20,793.74
TOTAL	137,161.84 ✓	4,312.09	33,532.32	107,941.61
H4- CAPITAL-GARAGE				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TA TRUST AND AGENCY				

MONTHLY REPORT OF SUPERVISOR

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	Balance 11/30/2014	Increases	Decreases	Balance 12/31/2014
CASH - CHECKING	29,275.01	42,376.10	41,545.39	30,105.72
TOTAL	29,275.01 14,759.59	42,376.10	41,545.39	30,105.72
H3- CAPITAL - TOWN HALL RELOCATION	<i>2</i> SEE 2014 ACCT LEDGER			
	0.00	0.00	0.00	0.00
CASH - MONEY MARKET	45,015.49	0.00	0.00	45,015.49
TOTAL	45,015.49 ✓	0.00	0.00	45,015.49
H5- PEACHEY RD WATER DISTRICT				
	0.00	0.00	0.00	0.00
CASH - MONEY MARKET	34,875.76	0.00	0.00	34,875.76
TOTAL	34,875.76 ✓	0.00	0.00	34,875.76
SW3- PEACHEY ROAD WATER DISTRICT				
	0.00	0.00	0.00	0.00
SAVINGS - CASH	35,711.53	5.64	31,499.37	4,217.80
TOTAL	35,711.53 ✓	5.64	31,499.37	4,217.80
TOTAL ALL FUNDS	1,637,246.63	298,489.77	510,699.61	1,425,036.79

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**TOWN OF BERGEN - TRUST AND AGENCY
2014 ACCOUNT LEDGER**

Account#: TA200
Title: CASH - CHECKING

Date	Ref	Desc	Debit	Credit	DR Balance
01/01/14	GJ0004	BALANCE FORWARD	27,085.20		27,085.20
01/31/14	CD025	DISBURSEMENTS		30,338.11	-3,252.91
01/31/14	CR025	RECEIPTS	42,231.64		38,978.73
01/31/14	CR001	RECEIPTS	67.33		39,046.06
01/31/14	CD001	DISBURSEMENTS		30,202.34	8,843.72
02/28/14	CR002	RECEIPTS	42,818.84		51,662.56
02/28/14	CD002	DISBURSEMENTS		41,087.28	10,575.28
03/31/14	CD003	DISBURSEMENTS		40,374.91	-29,799.63
03/31/14	CR003	RECEIPTS	40,712.93		10,913.30
04/30/14	CD004	DISBURSEMENTS		40,659.23	-29,745.93
04/30/14	CR004	RECEIPTS	41,347.99		11,602.06
05/31/14	CD005	DISBURSEMENTS		39,160.56	-27,558.50
05/31/14	CR005	RECEIPTS	38,388.02		10,829.52
06/30/14	CR006	RECEIPTS	39,815.03		50,644.55
06/30/14	CD006	DISBURSEMENTS		38,195.77	12,448.78
07/31/14	CR007	RECEIPTS	55,397.19		67,845.97
07/31/14	CD007	DISBURSEMENTS		55,058.15	12,787.82
08/31/14	CR008	RECEIPTS	38,625.38		51,413.20
08/31/14	CD008	DISBURSEMENTS		37,427.21	13,985.99
09/30/14	CR009	RECEIPTS	39,880.05		53,866.04
09/30/14	CD009	DISBURSEMENTS		39,725.32	14,140.72
10/31/14	CR010	RECEIPTS	39,163.24		53,303.96
10/31/14	CD010	DISBURSEMENTS		38,374.26	14,929.70
11/30/14	CR011	RECEIPTS	38,216.02		53,145.72
11/30/14	CD011	DISBURSEMENTS		38,386.13	14,759.59
01/01/14	GJ0014	TRANS FUNDS FOR PAY 1 OF 2015	14,515.42		29,275.01
12/31/14	CR012	RECEIPTS	42,376.10		71,651.11
12/31/14	CD012	DISBURSEMENTS		41,545.39	30,105.72
01/01/14	GJ0018	REVERSE GJ14 & 15 WRONG DATE	14,515.42		44,621.14
12/30/14	GJ0020	TRANSF PAY 1 OF 2015		14,515.42	30,105.72
			555,155.80	525,050.08	

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Month: DECEMBER 2014

DATE	OPENING BAL	FUND	A	B	DB	SF	SW	SW3	L	TA	H3	H5
			Townwide	Outside Village	Rwy/Outside Village	Fire District	Water District	Peachey/Water District	Library	Payroll/Rec	Town Hall Reloc	Peachey Water District
		Fund Balance	135,960.24	3,331.41	8,202.49				(6,015.27)			
		Operating	142,478.87									
		Payroll	14,759.59							14,759.59		
		Savings	1,369,013.14	49,056.82	449,684.78	4,981.95	139,678.80	35,711.53	46,897.50		45,015.49	34,875.76
		Rec/Park Res		21,818.95								
		JP Morgan	0.00				0.01				(0.00)	
		Library Checking	75,686.90						75,686.90			
		Library Money Market	20,792.70						20,792.70			
		Total All	1,922,731.20	700,270.75	457,887.27	4,981.95	139,678.81	35,711.53	137,461.83	14,759.59	45,015.49	34,875.76
		SAVINGS										
		Deposits	1,359,013.14	49,056.82	449,684.78	4,981.95	139,678.80	35,711.53	46,897.50		45,015.49	34,875.76
		29-Dec See deposit	5,223.27	3,841.27	1,382.00							
		29-Dec See deposit	14,149.27	14,149.27								
		29-Dec See deposit	6,718.90	5,919.00	799.90							
		Library 3rd & 4th Qtr Pymt		25,922.22					(25,922.22)			
		Total Deposits	26,091.44	49,831.76	2,161.90				(25,922.22)			
		Interest	56.39	26.45	2.92			5.64	3.81			
		Transfers OUT	41,490.95	13,592.75	1,410.40				3,805.05			
		Payroll Trans OUT	56,891.52	27,833.54	4,213.03							
		Dec Bond & Int payment	161,691.87	130,192.50								
		ACCT BAL	1,135,086.63	441,449.83	45,618.21	4,981.95	139,678.80	4,217.80	16,974.04		45,015.49	34,875.76
		OPERATING										
		TRANSFERS IN	41,490.95	13,592.75	1,410.40							
		OSC	38,033.36									
		Interest										
		DISBURSMENTS										
		Abstract T2	35,516.13	12,715.69	1,410.40				3,805.05			
		Pre pay										
		Abstract 14 (YEAR END)	24,625.45	15,765.44	3,070.95							
		Total Disb	60,141.58	28,481.13	4,481.35				3,805.05			
		ACCT BAL	162,861.60	122,071.86	280.46				(6,015.27)			

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PAYROLL		Month: DECEMBER 2014		TA	
DEP & TRANSFERS	A	B	DB		\$
	14,789.59				14,789.59
Payroll #25	17,828.85	7,813.64	1,089.53	8,915.68	
Payroll #26	24,547.25	14,194.87	2,138.03	8,214.55	
Payroll #1	14,515.42	5,925.23	975.47	7,614.72	
Total Dep& Trans	56,891.52	27,933.54	4,213.03	24,744.95	
Interest					56,891.52
DISBURSEMENTS					
Pay 25					11,909.46
Pay 26					17,284.10
NYS retirement					831.68
EFTPS					9,166.23
NYS Tax					1,511.71
Affac					
Union					842.21
NYS Def Comp					
Check order					
Total Disb	41,545.39				
ACCT BAL	30,105.72				41,545.39
LIBRARY/CHECKING					
SERV CHARGE	76,686.90				76,686.90
INTEREST	5.16				5.16
DEPOSITS	497.02				497.02
ACCT BAL	76,189.08				76,189.08
Library Money Market					
Market	20,792.70				20,792.70
TRANSFERS					
INTEREST	1.05				1.05
DEPOSITS					
ACCT BAL	20,793.75				20,793.75
CLOSING BAL FUND					
Cash Accts					
Operating	162,861.60				
Payroll	30,105.72				
Savings	1,135,086.63				
Recipart Res	21,818.85				
Library Checking	76,189.08				
Library Money Market	20,793.75				
Total All	1,425,036.78	563,521.79	45,878.67	448,819.20	4,981.95
		122,071.86	280.46	46,544.55	4,981.95
		419,631.08	45,618.21	402,274.65	4,217.80
					139,678.80
					4,217.80
					16,974.04
					30,105.72
					45,015.49
					34,875.76
					45,015.49
					34,875.76

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Account#	Account Description	Fee Description	Qty	Local Share
A1255	Clerk Fees	Certified Copies	18	180.00
			Sub-Total:	\$180.00
A2544	Dog Licensing	Female, Spayed	16	80.00
		Male, Neutered	21	105.00
		Male, Unneutered	7	126.00
		Purebred Licenses	3	90.00
	Late Fees	Late Fees	3	15.00
	Senior Discount	Senior Discount	4	-12.00
			Sub-Total:	\$404.00
B2130	Solid Waste	Garbage Bag	667	1,334.00
		Transfer Sta. 10.00	3	30.00
			Sub-Total:	\$1,364.00

Total Local Shares Remitted: \$1,948.00

Amount paid to: NYS Ag. & Markets for spay/neuter program 86.00

Total State, County & Local Revenues: \$2,034.00

Total Non-Local Revenues: \$86.00

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Michele M. Smith, Town Clerk, Town of Bergen during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor Date

Michele M. Smith 2/2/15

Town Clerk Date

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Donald Cunningham

From: zeo-ceo@bergenny.org
Sent: Sunday, February 01, 2015 10:30 AM
To: Bergen Clerk
Cc: Don Cunningham
Subject: jan

There where no permits issued for January no monies taken in. I will be out of town Feb 1 till Feb 14 I will have my phone with me and have talked with Ken Kuter about it if anything comes up .
Dave

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TOWN OF BERGEN
TRAVEL REQUEST FORM (revised 1/90)

PURPOSE OF TRIP (ATTACH COPY OF CONFERENCE AGENDA IF AVAILABLE)

Finger lakes Building officials Conference

LOCATION Rit Inn & Conference Center

MEETING START: DATE 3/16/15 TIME 6:30 Am

MEETING END: DATE 3/19/15 TIME 3 pm

WILL YOU BE ATTENDING THE ENTIRE PROGRAM YES NO

IF NO STATE PLANNED ARRIVAL AND DEPARTURE TIMES _____

MEANS OF TRANSPORTATION Self

ESTIMATED EXPENSES: REGISTRATION 390

TRANSPORTATION 114

LODGING _____

MEALS _____

OTHER EXPLAIN _____

TOTAL 504

REQUESTED BY: NAME David Mason

POSITION Zeo/ceo

TOWN CLERK USE ONLY

BUDGET ACCOUNT NO. _____

MONEY AVAILABLE IN BUDGET: YES _____ NO _____

ACTION BY TOWN BOARD: APPROVED _____ DENIED _____ DATE _____

BOARD COMMENTS _____

COPY OF COMPLETED FORM MUST BE ATTACHED TO VOUCHER FOR PAYMENT

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To:

Town of Bergen Clerk

10 Hunter Street

Bergen NY 14416

I thank you for considering me for doing a computer / network analysis of the Town of Bergen's computer systems. From the brief discussion I had with you on Tuesday, February 3rd I have a rough idea that you would like a report stating the condition, age, security level, topology and possible remediation recommendations.

From what we spoke about, the Town of Bergen has three physical locations with about 8 or 10 computers. A small network was mentioned at one of the sites (possibly 2).

What I can perform for the Town is all the above-mentioned items, I will also include a network map where applicable, and a complete listing of each computer inspected with current applications and security levels. A recommendation for how to harden the network to prevent intrusion and increase security.

With the information above, I believe the onsite work will take about 6 hour's total. During this time, I will need access to all computers and network equipment. I will be asking several questions to individuals, none of which will compromise you data, security nor passwords. Afterwards I should have a recommendation returned to you in about 10 business days. I will then schedule an onsite meeting with all necessary parties to discuss the results and go into more detail. The cost for this service to the Town of Bergen I estimate will be \$250.00.

My background is over 25 years in the computer field in positions in Network Administration, Network Design and currently Operation Analysis, along with running my own business for several years doing the same for various organizations. I do not recommend service providers, nor do I recommend sole equipment vendors. I provide a non-biased view on what the Town has and what it will take to bring the equipment up to standards. This allows me to give an honest and unhindered recommendation.

If you have any questions or concerns, please contact me at 585-762-8539 or paul@pmforyourpc.com

Thank you again for your consideration

Paul E. McCullough

PM for Your PC



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Your Local Youth Bureaus Working Together



Genesee County Youth Bureau
2 Bank Street
Batavia, NY 14020
(585) 344-3960

City of Batavia Youth Bureau
12 MacArthur Dr.
Batavia, NY 14020
(585) 345-6420

To: Community Members
From: Chelsea Dillon & Toni Funke
Re: Call for Nominations
Date: January 28, 2015

The Genesee County & Batavia Youth Boards hold the annual Youth Recognition Banquet to honor youth and adults who have shown outstanding dedication and service to our community. This year, the recognition banquet will be held on Thursday, April 30, 2015.

Enclosed are nomination forms for the Youth, Adult Youth Worker, and Adult Volunteer awards. Please help us reach into the community by informing your staff, clients, and constituents about the opportunity to recognize a special person. Feel free to make additional copies to pass along.

There are three awards presented at the Youth Recognition Banquet:

- ✦ **Youth Recognition Award**—This award recognizes young people who have performed *outstanding* service to the community and/or have assumed *extraordinary* roles in their families. Several youth will be recognized; however the Youth Boards reserve the right to limit the number of recipients.
- ✦ **Adult Volunteer**—This award recognizes an adult who provides service as a volunteer to youth in Genesee County.
- ✦ **Adult Youth Worker**—This award recognizes a youth-serving professional whose work surpasses normal expectations.

All nominations must be postmarked no later than **Friday, February 27, 2015**. You may also email or fax nominations to the contact information on the forms. Notifications will be sent in March of 2015, and the recipients will be honored at the Youth Recognition Banquet on Thursday, April 30, 2015.

For information regarding the nomination process, the banquet, or to make reservations, contact the Genesee County Youth Bureau at 344-3960 or the Batavia Youth Bureau at 345-6420. Thank you for your time and consideration!

Youth Make a Difference

02/09/15
DCE

Genesee County & Batavia Youth Boards
Present

2015 Recognition Awards

Nomination form for

Adult Youth Worker Award

This award is presented annually by the Batavia & Genesee County Youth Boards. The recipient, along with several youth and an adult volunteer, will be honored at a banquet on Thursday, April 30, 2015.

Purpose: To honor a paid professional, based on the criteria listed below, who emulates dedication and service to youth and families above and beyond his / her paid position.

Criteria: This award is open to all youth serving professionals who work in Genesee County, including administrators, caseworkers, counselors, school personnel, juvenile justice workers, and anyone else who works with youth and families. Describe specific examples of how the candidate meets the following criteria:

- ◇ Exceeds normal expectations in the work setting.
- ◇ Exhibits exemplary dedication and commitment to services for youth and families.
- ◇ Serves as a role model for other individuals who work with youth and families in Genesee County.
- ◇ Has shown innovation in the delivery of services to youth and families.
- ◇ Has previous work or volunteer experiences that reinforce the nomination.

Please complete the reverse side of this form and return to the Genesee County Youth Bureau by Friday, February 27, 2015.

The recipient will be notified in March 2015.

Genesee County & Batavia Youth Boards

Present

2015 Recognition Awards

Nomination form for

Youth Recognition Award

These awards are presented annually by the Batavia & Genesee County Youth Boards. Recipients, along with an adult volunteer and adult youth worker, will be honored at a banquet on Thursday, April 30, 2015.

Purpose: To recognize those youth who are positive role models, have performed **outstanding** service for their community, and/or have assumed **extraordinary** roles within their families.

Criteria:

- ◇ Nominees must reside in Genesee County and be in grades 8-12. Nominations outside this age range may be considered under special circumstances.
- ◇ This award especially gives recognition to youth who may not receive it otherwise.
- ◇ Academic or athletic achievement will NOT be considered in the selection of award recipients.
- ◇ Community service projects for which school credit is received or fulfill requirements for other awards will NOT be considered unless the youth goes above and beyond the required level of participation.
- ◇ Nominations from family members will be accepted only if accompanied by a supporting recommendation from a non-family member.
- ◇ The Youth Boards reserve the right to limit the number of award recipients from each school district or community.

Please complete the reverse side of this form and return it to the Genesee County Youth Bureau by Friday, February 27, 2015.

Recipients will be notified in March 2015.

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Genesee County & Batavia Youth Boards

Present

2015 Recognition Awards

Nomination form for

Adult Volunteer Award

This award is presented annually by the Batavia & Genesee County Youth Boards. The recipient, along with several youth & an adult youth worker, will be honored at a banquet on Thursday, April 30, 2015.

Purpose: To honor an adult volunteer who is a role model for the youth of today and gives of him/herself to better the life of a child(ren). This might include working directly with young people through local youth groups or organizations (ex: public, private, religious activities) or advocating for youth services.

Criteria: Performs activity(ies) and/or project(s) that demonstrate service to the youth of Genesee County. Please identify specific activities that illustrate how the candidate meets the following criteria:

- ◇ Serves as a role model for youth and others that work with youth.
- ◇ Is an asset to the community. In what ways?
- ◇ Has shown innovation in the delivery of services to youth and families.
- ◇ Has previous experience that reinforces the nomination.

Please complete the reverse side of this form and return it to the Genesee County Youth Bureau by Friday, February 27, 2015.

The recipient will be notified in March 2015.