

**Town Board Meeting
Town of Bergen
December 30, 2014**

I 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 - Non scheduled.

III Approval of Meeting Minutes for – 12/09/14 Meeting.

IV Communications:

1. Mercy EMS report for Nov. 2014
2. Year End Report from Zoning Board of Appeals
3. Letter of interest for Assessor position from Mark Swanson
4. Email from Library Board President recommending Library Trustee appointment of Mallorie Higgins. Letter of interest included.
5. Letter of interest for Assessor position from Tina McQuillen. Resume included.

V Board Members' items for addition to the agenda

VI Reports:

- Zoning / Code Enforcement
- Highway

-Committees

- Highway & Parks
- Buildings
- Village Relations

VII Old Business:

VIII New Business:

- Discuss letters of interest in Assessors position
- Approval of GCEDC Infrastructure Fund Agreement (subject to Attorney review)

IX Reports & Bills:

- Payment of Year End bills

X Next Meeting Day - Organizational Meeting Friday, January 2, 2015, 5:00 pm Courtroom
Regular Meeting Tuesday, January 13th, 2015 at 7:00 PM in the Courtroom, Audit of the bills at 6:45 PM

XI Adjournment:

Genesee County 911
Response Times Report

Mercy EMS 1

Trip Date IS BETWEEN 11/01/2014 AND 11/30/2014; AND Call Types IS A-MEMS 911 Response 1st Unit OR A-MEMS Squad Resp 1st Unit OR B-MEMS 911 Resp Addl Unit Resp OR B-MEMS Squad Resp Addl Resp; AND Initial Priorities IS 911 EMERGENCY OR 911 EMER...

FD GEN BERGEN - EB

Total number of responses including additional ambulance resources sent to scene and including additional patient contacts or refusals evaluated by crews on scene 17

Total number of Emergency First on Scene Responses for Mercy EMS 7

The total number of Emergency Responses: 11
The total number of Non-Emergency Responses: 6

The total number of ALS (Paramedic) Responses or Evaluations: 14
The total number of BLS (Basic or Intermediate) Responses or Evaluations: 3

Number of "Cancelled Enroute" 4
Number of Responses that had a "Significant Weather Occurance" 1

11323 11/2/2014 01:15:57 MEDIC3 A-MEMS 911 Response 1st Unit
2722 S LAKE RD STRONG MEMORIAL HOSPITAL
911 EMERGENCY Response Time: 00:25:01
Responded from Post: MEMS Bank Street

11481 11/7/2014 01:52:15 MEDIC3 A-MEMS 911 Response 1st Unit
5862 N LAKE RD
NO TRANSPORT CANCELLED AT 02:13:42 Code 4 Cancelled Enroute 911 EMERGENCY Response Time: 04:36:01
Responded from Post: MEMS UMMC Base

11485 11/7/2014 07:22:11 MEDIC1 A-MEMS 911 Response 1st Unit
20 LAKE ST STRONG MEMORIAL HOSPITAL
911 EMERGENCY Response Time: 00:14:00
Responded from Post: MEMS UMMC Base

11601 11/11/2014 01:20:16 MEDIC2 A-MEMS 911 Response 1st Unit
13 MCKENZIE ST
NO TRANSPORT CANCELLED AT 01:40:17 Code 4 Cancelled Enroute 911 EMERG-NLS Response Time: 05:08:00
Responded from Post: MEMS Bank Street

11627 11/11/2014 14:49:31 MEDIC4 A-MEMS 911 Response 1st Unit
15 CHURCH ST STRONG MEMORIAL HOSPITAL
911 EMERG-NLS Response Time: 00:15:39
Responded from Post: MEMS UMMC Base

11668 11/12/2014 13:08:35 MEDIC1 A-MEMS 911 Response 1st Unit
18 RICHMOND AVE STRONG MEMORIAL HOSPITAL
911 EMERGENCY Response Time: 00:12:57
Responded from Post: MEMS-EAST POST

11707 11/13/2014 19:47:11 MEDIC2 A-MEMS 911 Response 1st Unit
12 WINTERBERRY LN LAKESIDE MEMORIAL HOSPITAL
911 EMERG-NLS Response Time: 00:16:37
Responded from Post: MEMS-EAST POST

11822 11/17/2014 10:25:20 MEDIC1 A-MEMS 911 Response 1st Unit
EXIT 47 1490 EBL MM 2.8
NO TRANSPORT CANCELLED AT 10:36:21 Code 4 Cancelled Enroute 911 EMERGENCY Response Time: 20:02:56
Responded from Post: MEMS UMMC Base

11852 11/18/2014 01:12:19 MEDIC2 A-MEMS 911 Response 1st Unit
7948 BIGELOW DR UNITED MEMORIAL MEDICAL CENTER
911 EMERGENCY Response Time: 00:13:04
Responded from Post: MEMS UMMC Base

11932 11/20/2014 04:50:46 MEDIC3 A-MEMS 911 Response 1st Unit SIGNIFICANT WEATHER
89 WOODSIDE DR UNITED MEMORIAL MEDICAL CENTER
911 EMERGENCY Response Time: 00:30:52
Responded from Post: MEMS UMMC Base

DSC
12/22/14

Genesee County 911
Response Times Report

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Mercy EMS

Trip Date IS BETWEEN 1/01/2014 AND 11/30/2014; AND Call Types IS A-MEMS 911 Response 1st Unit OR A-MEMS Squad Resp 1st Unit
OR B-MEMS 911 Resp Addl Unit Resp OR B-MEMS Squad Resp Addl Resp; AND Initial Priorities IS 911 EMERGENCY OR 911 EMER...

FD GEN BERGEN - EB

12020	11/22/2014	10:27:33	BLS-1	A-MEMS 911 Response 1st Unit	STRONG MEMORIAL HOSPITAL	911 EMERG-NLS Response Time: 00:21:58
18 RICHMOND AVE				Responded from Post: MEMS Bank Street		
12070	11/24/2014	01:49:55	MEDIC1	A-MEMS 911 Response 1st Unit		911 EMERGENCY Response Time: 00:20:28
7893 TOWNLINE RD NO TRANSPORT CANCELLED AT 02:32:44 Code 4 DOA				Responded from Post: MEMS UMMC Base		
12075	11/24/2014	05:15:22	MEDIC1	A-MEMS 911 Response 1st Unit	UNITED MEMORIAL MEDICAL CENTER	911 EMERGENCY Response Time: 00:16:48
36 N LAKE AVE				Responded from Post: MEMS UMMC Base		
12121	11/25/2014	10:25:51	BLS-1	A-MEMS 911 Response 1st Unit		911 EMERG-NLS Response Time: 00:17:40
7659 SWAMP RD NO TRANSPORT CANCELLED AT 11:07:44 Code 4 Cancel Per Requestor (N				Responded from Post: MEMS Bank Street		
12144	11/25/2014	19:40:52	BLS-2	A-MEMS 911 Response 1st Unit	UNITED MEMORIAL MEDICAL CENTER	911 EMERG-NLS Response Time: 00:21:41
7659 SWAMP RD				Responded from Post: MEMS Bank Street		
12332	11/30/2014	21:38:59	MEDIC4	A-MEMS 911 Response 1st Unit		911 EMERGENCY Response Time: 08:49:17
7411 N BERGEN RD NO TRANSPORT CANCELLED AT 21:59:09 Code 4 Cancelled Enroute				Responded from Post: MEMS Bank Street		
12333	11/30/2014	21:38:59	MEDIC1	A-MEMS 911 Response 1st Unit	UNITED MEMORIAL MEDICAL CENTER	911 EMERGENCY Response Time: 00:16:47
7411 N BERGEN RD				Responded from Post: No Assigned Post		

FD GEN BERGEN - EB

Trip Date IS BETWEEN 11/01/2014 AND 11/30/2014; AND Call Types IS A-MEMS 911 Response 1st Unit OR A-MEMS Squad Resp 1st Unit; AND Initial Priorities IS 911 EMERGENCY

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
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FD GEN BERGEN - EB

Response Zone:GEN BERG 15

12:00 - 12:59	1	1	20%	20%
13:00 - 13:59	1	2	20%	40%
14:00 - 14:59	1	3	20%	60%
- 20:16 - 20:30	1	4	20%	80%
25:00 - 25:59	1	5	20%	100%

Total Calls: 5 5 100%

Response Zone:GEN BERG 20

16:00 - 16:59	2	2	100%	100%
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Total Calls: 2 2 100%

Call Source Total Calls: 7

Town of Bergen Zoning Board of Appeals
2014 Year End Report

In 2014 we held two meetings. One in September for a Public Hearing regarding the 7-Eleven request for a setback variance for the new canopy in front of the store. Steve Ray and Richard Hall were there to answer any questions that were asked. Richard Seely and his daughter Blaire were there and brought up some problems in the back parking lot along his property line. Mr. Ray suggested a possible solution. Mr. Seely felt his concerns were addressed. We approved the variance and the Public Hearing was closed.

Dave Mason brought to our attention that since we meet infrequently, that we have another meeting in October to approve the minutes. He mentioned that because of the problems between Frost Ridge and the Town of LeRoy, we need to approve our minutes in a timely manner. We agreed to meet in October.

Our meeting in October was mainly to approve the minutes of the September meeting, which we did. Dave Mason gave an update on Insurance Auto Auctions and also the 7-Eleven construction progress.

All of our members are up to date on their required 4 hours of training.

Lastly I want to thank Laura and Dave Mason for keeping us informed. Again we have a good conscientious board and we hope you think so too.

Respectfully submitted,

William Waldruff, for the Zoning Board.

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RECEIVED
DEC 20 2014
TOWN OF BERGEN

To: Don Cunningham, Michelle Smith, and Town Council Members

From: Mark W. Swanson

Please accept this as my formal letter of intention and application to be considered for the position of clerk to the town assessor. It is my hope that after my six month internship as assistant to the assessor I would be strongly considered for the position of Bergen town assessor after our current town assessor retires in June 2015.

I feel that my background as a Realtor for the past 27 years and having served on multiple towns' board of assessment review, I am well qualified as a candidate for the position of clerk to the assessor.

I truly appreciate your thoughtful consideration in this matter.

Respectfully,



Mark W. Swanson

12/22/14
DSC

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Donald Cunningham

From: Michelle Read [mread@sunking.com]
Sent: Friday, December 12, 2014 10:37 AM
To: Donald Cunningham
Cc: Nancy Bailey
Subject: FW: Letter of Interest
Attachments: Byron Bergen Public Library Board Members.doc

Hi Don,

Attached is Mallorie Higgins letter of interest in becoming a board member of the Byron-Bergen Public Library. We, the library board, would like her become a part of our team and are looking to the Town to approve her nomination, if you deem it so.

Thank you!

Michelle Read
Board President
Byron Bergen Public Library

The information contained in this message may be privileged, confidential, and protected from disclosure.

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-----Original Message-----

From: Mallorie Higgins [<mailto:mallorieh@nulookcollision.com>]
Sent: Tuesday, November 11, 2014 12:04 PM
To: Michelle Read
Subject: Letter of Interest

Thank you!!!!

--
Mallorie Higgins

Estimator
Nu Look Collision Lyell
1931 Lyell Ave.
Rochester, NY 14606
Ph: 585-506-4500
Fax: 585-458-4382

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Mallorie Higgins

6660 North Lake Road

Bergen, NY, 14416

585-507-9271

mallorie.higgins@gmail.com

Byron Bergen Public Library
13 South Lake Ave.
Bergen, NY 14416

November 11, 2014

Dear Byron Bergen Public Library Board of Trustees,

I would like to formally submit my request to be considered a candidate to be elected to the Library Board of Trustees. I feel that I would be a great addition to your current ranks. As a life long Bergen resident, I have been a member of the library since elementary school. I've watched it develop over the years and now would be honored to be a part of the future growth and serve my community and the future of the Byron Bergen Library.

I have enjoyed helping with the library's fundraiser for the past 4 consecutive years. I have organized and gathered donations, helped set up the event, as well as donated to the fundraiser.

I appreciate your time and consideration for this position and look forward to hearing back from you.

Thank you,

Mallorie Higgins

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December 18, 2014

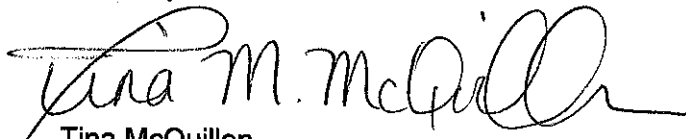
Town of Bergen Board Members
45 Rochester St.
Bergen, NY 14416

Dear Town of Bergen Board Members:

This letter is in response to an email correspondence I had with Supervisor Cunningham regarding my interest in the Assessor's position for the Town of Bergen.

I am a dedicated employee, very organized and resourceful. For the last five years I have been working in the assessment field. In addition to this I have over 15 years of customer service experience. I believe I work well with others and that my training and experience would qualify me for this position. I welcome the opportunity to discuss my credentials further with you. I look forward to hearing from you in the near future. For your consideration, I have attached my resume, which outlines my training and experience.

Sincerely,



Tina McQuillen
NYS Certified Assessor
9284 Shepard Rd.
Batavia, NY 14020
(585) 356-2150

12/27/14
DSE

Resume of Tina M. McQuillen

**9284 Shepard Road
Batavia, NY 14020
(585) 356-2150**

Resume of Tina M. McQuillen

Assessment Experience

Position:

- Appointed Assessor: Town of Lyons, NY - 10/2013 - Present**
- Appointed Assessor: Town of Castile, NY - 10/2013 - Present**
- Appointed Assessor: Town of Perry, NY - 07/2013 - Present**
- Appointed Assessor: Town of Marion, NY - 10/2012 - Present**

Duties as Appointed Assessor: Establish and certify the Municipality's Assessment Roll. Collect and verify real property inventory data, prepare and mail notices relative to real property assessments and assessment related exemptions. Prepare assessment reports, perform real property valuation utilizing the NYS Real Property System (RPS) valuation software. Process STAR and agricultural exemptions, update assessed values as needed, process 5217 (sale forms) received from the County. Perform field review of properties that have had building permits issued. Assist homeowners with questions regarding assessment related exemptions and real property assessments. Perform town-wide reassessments as needed to maintain assessments at a uniform percentage of market value.

Assessment Clerk: Town of Bergen, NY - 01/2010 - 10/2012

- Duties:** Assist the Assessor with daily Assessment Office responsibilities, such as preparing and sending assessment notices, running assessment related reports, collecting real property data inventory and running property valuation in RPS V4. Processing STAR and agricultural exemptions, updating real property assessed values. Processing real property transfers received from the county and informing the Town Clerk and/or Village of changes in property ownership. Assist homeowners with questions regarding exemptions and current assessments.

Education:

- ❖ Batavia High School, Batavia, NY 01/2000
- ❖ Genesee Community College 01/07-present
- ❖ Fundamentals of Real property Appraisal 06/2010-IAAO-R1/R2
- ❖ Income Approach to Valuation 07/2010-IAAO-G1
- ❖ Fundamentals of Data Collection 07/2010-NYSORPTS
- ❖ Fundamentals of Mass Appraisal 08/2010-NYSORPTS
- ❖ Fundamentals of Assessment Administration 09/2010-NYSORPTS
- ❖ Introduction to Farm Appraisal 09/2010-NYSORPTS
- ❖ National USPAP Ethics Course 10/2010- WNY-IAAO

- ❖ Foreclosure Market in WNY-Valuation Issues and Analysis 06/2011-WNY-IAAO
- ❖ RPS V4 Intro 03/2012-NYSORPTS
- ❖ RPS V4 Prep for Tent, and Final Rolls 3/2012-NYSORPTS
- ❖ RPS V4 Custom Reports 03/2012-NYSORPTS
- ❖ RPS V4 Reports in Excel 04/2012-NYSORPTS
- ❖ Ethics and the Assessor 02/2013-Recert
- ❖ RPS V4 Update for a New Roll Year-11/2013 NYSORPTS
- ❖ Commercial Valuation 11/2013-NYSORPTS
- ❖ RPS V4 Residential Market Valuation-08/2014 NYSORPTS
- ❖ 581-A Subsidized Housing Valuation Class -12/2014-WNY-IAAO

Professional Affiliations:

- Member of the International Association of Assessing Officers (IAAO)
- Member of NYS Assessors' Association
- Member of WNY Chapter of IAAO
- Executive Board Member of WNY Chapter of IAAO
- President of the Wyoming County Assessor's Association
- Vice President of the Wayne County Assessor's Association

Computer Skills:

- ↓ Microsoft Office 2010
- ↓ Microsoft Office 2007
- ↓ Windows 95/98/2000
- ↓ NYS Real Property System (RPSV4)
- ↓ Pictometry online

Recognition/Awards:

- Dean's List Genesee Community College Fall 2011 4.0 GPA semester.
- NYS Certified Assessor 4/2013

References:

- Anne Sapienza, Assessor, Town of Bergen
Rt. 19 Bergen, NY 14416 (585) 494-1484

- Andrew D. Mohr, CAE, IFAS, IAO, Retired Real Estate Analyst NYS ORPTS
3837 West Main Rd. Batavia, NY 14020 (716) 474-1959

- Monica Deyo, Town Supervisor, Town of Marion
3823 North Main St. P.O. Box 260
Marion, NY 14505 (315) 926-4271

- Steve Tarbell, Town Supervisor, Town of Castile
53 North Main St. Castile, NY 14427 (585) 493-2233