

**Town Board Meeting  
Town of Bergen  
August 11, 2015**

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

Prayer Almighty God, grant us wisdom that we June 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** - County Legislator, Rochelle Stein to discuss America's Best Communities funding.

**III Approval of Meeting Minutes for – July 28, 2015**

**IV Communications:**

1. Supervisors Report for July 2015
2. Summary Spreadsheets for July 2015
3. Town Clerks Report for July 2015
4. ZEO/CEO Report for July 2015
5. Notice of Membership Dues from the Association of Town
6. Travel Request from Justice Nenni
7. Email notification from the Byron-Bergen Public Library, Re: Construction Grant Award Notice

**V Board Members' items for addition to the agenda**

**VI Reports:**

-Zoning / Code Enforcement

-Highway

**-Committees**

-Parks

-Buildings, Grounds & Facilities.

-Discuss details for grant funding.

-Village Relations

**VII Old Business:**

- Update on America's Best Communities initiative

- Discuss funding commitment

**VIII New Business:**

- Discuss Association of Towns membership

- Discuss / Approve travel request from Justice Nenni

- Discuss Time Warner Franchise Agreement

- Discuss public water request on Swamp Rd.

**IX Reports & Bills:** - Action to file Town Clerks & Supervisors Report.

- Detailed budget reports provided separately due to size.

- Approve payment of the bills.

**X Next Meeting Day:** Next Meeting, Tuesday July 28rd. 7:00 pm in the Courtroom.

**XI Executive Session:** Request Executive Session to discuss security of town property

**XII Adjournment**

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TOWN OF BERGEN  
MONTHLY REPORT OF SUPERVISOR  
JULY 2015

FUND #	No.	FUND	6/30/2015 BALANCES	Increases	Decreases	7/31/2015 BALANCES	
A	GENERAL TOWNWIDE	200	CASH - CHECKING	183,601.64	13,110.15	15,095.60	181,616.19
		201	CASH - SAVINGS	318,087.37	9,763.48	37,611.96	290,238.89
		231	CASH - CASH RESERVE	-	-	-	-
TOTAL			501,689.01 ✓	22,873.63	52,707.56	471,855.08 ✓	
B	GENERAL OUTSIDE VILLAGE	200	CASH - CHECKING	-	6,987.55	6,987.55	-
		201	CASH - SAVINGS	355,737.51	1,977.00	10,712.91	347,001.60
TOTAL			355,737.51 ✓	8,964.55	17,700.46	347,001.60 ✓	
DB	HIGHWAY OUTSIDE VILLAGE	200	CASH - CHECKING	27,523.28	32,977.82	32,977.82	27,523.28
		201	CASH - SAVINGS	375,496.29	-	57,158.52	318,337.77
TOTAL			403,019.57 ✓	32,977.82	90,136.34	345,861.05 ✓	
SM	FIRE DISTRICT	200	CASH - CHECKING	-	-	-	-
		201	CASH - SAVINGS	2,981.95	-	-	2,981.95
TOTAL			2,981.95 ✓	-	-	2,981.95 ✓	
SWA	WATER DISTRICT 2	200	CASH - CHECKING	-	-	-	-
		201	CASH - SAVINGS	118,578.80	-	-	118,578.80
TOTAL			118,578.80 ✓	-	-	118,578.80 ✓	
SWB	WATER DISTRICT 3	200	CASH - CHECKING	-	-	-	-
		201	CASH - SAVINGS	39,446.68	-	-	39,446.68
TOTAL			39,446.68 ✓	-	-	39,446.68 ✓	
HA	TOWN HALL RELOCATION	200	CASH - CHECKING	-	-	-	-
		201	CASH - SAVINGS	45,015.49	-	-	45,015.49
TOTAL			45,015.49 ✓	-	-	45,015.49 ✓	
HB	PEACHEY RD WATER DISTRICT	200	CASH - CHECKING	-	-	-	-
		201	CASH - SAVINGS	34,875.76	-	-	34,875.76
TOTAL			34,875.76 ✓	-	-	34,875.76 ✓	
TA	TRUST & AGENCY	200	CASH - CHECKING	27,177.58	52,348.84	50,721.70	28,804.72
TOTAL			27,177.58 ✓	52,348.84	50,721.70	28,804.72 ✓	
L	LIBRARY	200	CASH - CHECKING	87,005.98	2,559.82	2,192.68	87,373.12
		201	CASH - SAVINGS	20,834.92	-	2,051.20	18,783.72
		231	CASH - MONEY MARKET	20,794.77	\$ 1.38	-	20,796.15
TOTAL			128,635.67 ✓	2,561.20	4,243.88	126,952.99 ✓	
TOTAL ALL FUNDS			1,657,158.02 ✓	119,726.04	215,509.94	1,561,374.12	

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:  
JULY 2015

*Daniel S. C...*  
Date 8/10/15 Date

Town Of Bergen Bank Reconciliation

Month: JULY 2015

FUND	Month: JULY 2015									
	A	B	DB	SM	SWA	SWB	L	TA	HA	HB
	Townwide	Outside Village	Hwy Outside Village	Fire District	Water District	Peachey Water District	Library	Payroll/Rec	Town Hall Reloc	Peachey Water District
<b>OPENING BAL</b>										
Cash Accts										
Operating (FNB 5096)	\$ 211,124.92	\$ -	\$ 27,523.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll (FNB 5110)	\$ 27,177.58							\$ 27,177.58		
Savings (FNB 5016)	\$ 1,311,054.77	\$ 355,737.51	\$ 375,486.29	\$ 2,981.95	\$ 118,578.80	\$ 39,446.68	\$ 20,834.92	\$ -	\$ 45,015.49	\$ 34,875.76
RecPark Res										
Library Checking	\$ 87,005.98						\$ 87,005.98			
Library Money Market	\$ 20,794.77						\$ 20,794.77			
<b>Total All</b>	<b>\$ 1,657,158.02</b>	<b>\$ 355,737.51</b>	<b>\$ 403,019.57</b>	<b>\$ 2,981.95</b>	<b>\$ 118,578.80</b>	<b>\$ 39,446.68</b>	<b>\$ 128,635.67</b>	<b>\$ 27,177.58</b>	<b>\$ 45,015.49</b>	<b>\$ 34,875.76</b>

SAVINGS	Month: JULY 2015									
	A	B	DB	SM	SWA	SWB	L	TA	HA	HB
	Townwide	Outside Village	Hwy Outside Village	Fire District	Water District	Peachey Water District	Library	Payroll/Rec	Town Hall Reloc	Peachey Water District
Deposits										
Town Clerk	\$ 2,391.70	\$ 404.70	\$ 1,977.00							
Justices	\$ 9,246.00	\$ 9,246.00								
Mortgage Tax										
Interest & Penalties										
Library Ins Dividend										
Library Contractual										
Other										
<b>Total Deposits</b>	<b>\$ 11,627.70</b>	<b>\$ 1,977.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Interest	\$ 53.75									
Trans to Operating	\$ 55,126.72	\$ 6,987.65	\$ 32,977.82							
Trans to Payroll	\$ 52,348.84	\$ 24,442.78	\$ 3,725.36							
Debt Serv Paymnt										
<b>ACCT BAL</b>	<b>\$ 1,215,260.66</b>	<b>\$ 347,001.60</b>	<b>\$ 318,337.77</b>	<b>\$ 2,981.95</b>	<b>\$ 118,578.80</b>	<b>\$ 39,446.68</b>	<b>\$ 18,783.72</b>	<b>\$ -</b>	<b>\$ 45,015.49</b>	<b>\$ 34,875.76</b>

OPERATING	Month: JULY 2015									
	A	B	DB	SM	SWA	SWB	L	TA	HA	HB
	Townwide	Outside Village	Hwy Outside Village	Fire District	Water District	Peachey Water District	Library	Payroll/Rec	Town Hall Reloc	Peachey Water District
TRANSFERS IN										
NYS OSC	\$ 211,124.92	\$ -	\$ 27,523.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 53.75									
DISBURSMENTS										
Abstract 11	\$ 50,579.79	\$ 12,852.14	\$ 28,688.90							
Pre pay	\$ 6,532.38	\$ 2,243.46	\$ 4,288.92							
Pre pay										
<b>Total Disb</b>	<b>\$ 57,112.17</b>	<b>\$ 15,095.60</b>	<b>\$ 32,977.82</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,051.20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ACCT BAL</b>	<b>\$ 209,139.47</b>	<b>\$ 181,616.19</b>	<b>\$ 27,523.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Month: JULY 2015

DEP & TRANSFERS \$ 27,177.58 A B DB TA \$ 27,177.58

Pay 14	\$ 15,814.62	\$ 6,667.64	\$ 1,092.21	\$ 8,054.77
Pay 15	\$ 14,629.96	\$ 5,344.10	\$ 1,231.10	\$ 8,054.76
Pay 16	\$ 21,804.26	\$ 12,431.04	\$ 1,402.05	\$ 8,071.17
Transfer Diff	\$ 771.73	\$ 771.73		
Total Dep& Trans	\$ 53,120.57	\$ 25,214.51	\$ 3,725.36	\$ 24,180.70

DISBURSEMENTS

Pay 14 Net Pay	\$ 10,396.45
Pay 15 Net Pay	\$ 10,460.71
Pay 16 Net Pay	\$ 15,293.64
NYS retirement	\$ 872.38
Payroll Tax Liabilities	\$ 12,984.18
Aflac	\$ 87.36
Union	\$ 212.00
NYS Def Comp	\$ 937.48
Payroll billing	\$ 247.23
Total Disb	\$ 51,493.43
ACCT BAL	\$ 28,904.72

Library CHECKING

SERV CHARGE	\$ 87,005.98
INTEREST	\$ 10.00
DEPOSITS	\$ 2.14
ACCT BAL	\$ 375.00
	\$ 87,373.12

Library Money Market

TRANSFERS	\$ 20,794.77
INTEREST	\$ 1.38
DEPOSITS	\$ 20,796.15
ACCT BAL	\$ 20,796.15

CLOSING BAL

CASH Balance	\$ 209,139.47	\$ 181,616.19	\$ 27,523.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating (FNB 5068)	\$ 28,804.72								
Payroll (FNB 5110)	\$ 1,215,260.66	\$ 280,238.89	\$ 347,001.60	\$ 318,337.77	\$ 2,981.95	\$ 118,578.80	\$ 39,446.68	\$ 18,785.72	\$ 28,804.72
Savings (FNB 5016)									
Rec/Park Res	\$ 87,373.12								
Library Chk (BOC 1789)	\$ 20,796.15								
Library MM (FNB 6908)	\$ 1,561,374.12	\$ 471,865.08	\$ 347,001.60	\$ 346,861.05	\$ 2,981.95	\$ 118,578.80	\$ 39,446.68	\$ 126,552.98	\$ 28,804.72
Total All	\$ 34,875.76	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49	\$ 45,015.49



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Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	Marriage License	2	35.00
			<b>Sub-Total:</b>	<b>\$35.00</b>
A1255	Clerk Fees	Certified Copies	3	30.00
	Conservation	Conservation	5	8.28
			<b>Sub-Total:</b>	<b>\$38.28</b>
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	32	160.00
		Male, Neutered	19	95.00
		Male, Unneutered	3	54.00
	Senior Discount	Senior Discount	5	-15.00
			<b>Sub-Total:</b>	<b>\$294.00</b>
B2110	Building & Zoning	Building Permit	3	305.00
		Zoning	3	90.00
			<b>Sub-Total:</b>	<b>\$395.00</b>
B2130	Solid Waste	Garbage Bag	496	992.00
		Transfer Sta. 10.00	28	280.00
		Transfer Sta. 5.00	3	15.00
			<b>Sub-Total:</b>	<b>\$1,287.00</b>

**Total Local Shares Remitted: \$2,049.28**

Amount paid to: N Y State Department Of Health \_\_\_\_\_ 45.00  
 Amount paid to: NYS Ag. & Markets for spay/neuter program \_\_\_\_\_ 60.00  
 Amount paid to: NYS Environmental Conservation \_\_\_\_\_ 141.72

**Total State, County & Local Revenues: \$2,296.00**

**Total Non-Local Revenues: \$246.72**

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.

_____	_____	<i>Michele M. Smith</i>	<i>8/6/15</i>
Supervisor	Date	Town Clerk	Date

# Cash Receipts Report

07/30/2015

8:07:51PM

From: 07/01/2015 To: 07/30/2015

For User: All

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Payment Date: 07/16/2015

Module: Permit

Transaction: BP-0015-2015

Type: Permit App

Payor: Brandon Lewis

Payment Amount: \$70.00

Payment Type:

Payment #:

Payment Detail:

Cash

00102

\$70.00

Fee Type	Fee Amount
Comm. New Structure	\$40.00
Zoning Permit	\$30.00

Permit Group Totals: \$70.00

07/16/2015 Group Totals: \$70.00

Payment Date: 07/30/2015

Module: Permit

Transaction: BP-0016-2015

Type: Permit App

Payor: Joseph Kapalke

Payment Amount: \$70.00

Payment Type:

Payment #:

Payment Detail:

Check #151

00103

\$70.00

Fee Type	Fee Amount
Acc Structure	\$40.00
Zoning Permit	\$30.00

Transaction: BP-0017-2015

Type: Permit App

Payor: Justin Russell

Payment Amount: \$255.00

Payment Type:

Payment #:

Payment Detail:

Check #1497

00104

\$255.00

Fee Type	Fee Amount
Zoning Permit	\$30.00
1-2 Family Dwelling	\$225.00

Permit Group Totals: \$325.00

07/30/2015 Group Totals: \$325.00

Totals:	
Check	\$325.00
Cash	\$70.00
<b>Grand Total:</b>	<u>\$395.00</u>

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Printed : July 30, 2015

# Town of Bergen Permit Monthly Report

From : July 01, 2015 To : July 30, 2015

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u> <u>SBL</u>	<u>Valuation</u>	<u>Amount</u>
<b>July</b>						
BP-0015-2015	7/16/2015	Brandon Lewis	Comm-New Structure	8240 Buffalo Rd 13-1-40.12	\$0.00	\$70.00
BP-0016-2015	7/30/2015	Michael Streeter	Res-Acc Structure	7615 Clinton St Rd 17-1-54.2	\$0.00	\$70.00
BP-0017-2015	7/30/2015	David Roggow	Res.1-2 Family Dwelling	Swamp Rd 12-1-69.11	\$0.00	\$255.00
<b>July</b>					<b>Total :</b>	<b>\$395.00</b>
<b>Reporting Period Total:</b>					<b>\$0.00</b>	<b>\$395.00</b>
<b>Year-to-Date :</b>					<b>\$0.00</b>	<b>\$2,489.00</b>



THE ASSOCIATION OF TOWNS  
of the State of New York

150 State Street, Albany, New York 12207  
"Service and Representation for the 932 Town Governments of New York"

Gerry K. Geist, Executive Director - PHONE: [518] 465-7933 - FAX: [518] 465-0724  
Website: [www.nytowns.org](http://www.nytowns.org)

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August 3, 2015

Supervisor  
Town of Bergen  
10 Hunter St  
Bergen, NY 14416

Dear Supervisor:

I write to advise you of the amount of your Town's dues for membership in the Association for 2016. As required by our Constitution, the Executive Committee, at its May 2015 meeting, established the dues structure for 2016. They recommended that the formula for 2016 remain the same as it was in 2015. A town's dues are based upon its "total revenues" (excluding one-time federal and state grants and enterprise funds).

The State Comptroller has supplied us with each town's "total revenues" for 2013, the latest year for which his office has complete information. According to the State Comptroller, "total revenues" for the **Town of Bergen** in 2013 were **\$1,797,862.00**. Applying the formula, which is reproduced and enclosed with this letter, your Town's dues for the year 2016 will be **\$899.00**. I trust this information will be helpful to you in preparing your 2016 town budget.

We cannot stress too strongly the importance of membership in the Association to the 932 towns of the State and their 8 million residents. Association membership for every town in the State is evidence to the legislative and executive branches of government, as well as the various departments with which we are in contact on your behalf, of the solidarity of town officials and how important they consider the needs of town government. Your Association has worked strenuously to stay in touch with key members of the Legislature and the Governor's office. Our access to these people is vital to the maintenance and restoration of programs and the opposition to many pieces of legislation injurious to town government. Without your support we cannot continue to work at this level. Our power is drawn from the strength of our membership.

We have also worked diligently to make available to you technical and legal support at a moments notice. Your membership insures that we will be able to continue to provide legal and technical assistance on a day-to-day basis for all of our towns – large and small. We will continue to expand our educational efforts – such as our Town Management School and new Summer Schools on Planning and Zoning which have been warmly received. Your town's membership is vital to the continuance of these programs

Your Town's continued support of our endeavors during 2016 is vital to town government and will be very much appreciated.

Kindest regards,

Gerry K. Geist

GKG/kas

8/6/15  
DSE



### Association of Towns of the State of New York Dues Schedule for 2016

<u>FY2013 Revenues:</u>		<u>FY2016 Dues:</u>	
Between:	\$0	and	\$149,999 = \$200
Between:	\$150,000	and	\$249,999 = \$300
Between:	\$250,000	and	\$424,999 = \$400
Between:	\$425,000	and	\$799,999 = \$500
Between:	\$800,000	and	\$999,999 = \$600
Between:	\$1,000,000	and	\$1,249,999 = \$700
Between:	\$1,250,000	and	\$1,699,999 = \$800
Between:	\$1,700,000	and	\$2,099,999 = \$900
Between:	\$2,100,000	and	\$2,699,999 = \$1,000
Between:	\$2,700,000	and	\$4,999,999 = \$1,100
Between:	\$5,000,000	and	\$7,499,999 = \$1,200
Between:	\$7,500,000	and	\$9,999,999 = \$1,350
Between:	\$10,000,000	and	\$19,999,999 = \$1,500
Between:	\$20,000,000	and	\$49,999,999 = \$1,650
Between:	\$50,000,000	and	\$99,999,999 = \$1,800
Over:		\$100,000,000	= \$1,950

**Note: Towns for which data is not available from the OSC ("unreported") will be billed the 2015 amount for 2016 dues.**

Questions and Answers:

**Q.** Why is my dues amount based on FY2013 revenues?  
**A.** FY2013 revenue data are the latest available from the Office of the State Comptroller

**Q.** Why isn't my dues amount the round number listed across from my revenue amount on the schedule?  
**A.** The dues of any town with less than \$7.5 Million revenue may not increase more than \$99.00 in any one year. An increase "cap" of \$99.00 has been applied in many cases resulting in non-rounded amounts approaching, but not reaching, the new rounded amounts

A  
X

6

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

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

NYS MAGISTRATES ASSOC. ANNUAL CONFERENCE

LOCATION \_\_\_\_\_

MEETING START: DATE 9/27/2015 TIME 1PM

MEETING END: DATE 9/30/2015 TIME 5PM

WILL YOU BE ATTENDING THE ENTIRE PROGRAM YES X NO \_\_\_\_\_

IF NO STATE PLANNED ARRIVAL AND DEPARTURE TIMES \_\_\_\_\_

MEANS OF TRANSPORTATION My Vehicle

ESTIMATED EXPENSES: REGISTRATION \$50.00

TRANSPORTATION \$103.50

LODGING \$739.02

MEALS 153.00

OTHER 10.00 Thruway Tolls

EXPLAIN

TOTAL \$902.52

REQUESTED BY: NAME JOE NENNI

POSITION TOWN JUSTICE

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

8/10/15  
DSC

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300 Third Street  
Niagara Falls, NY 14303

**RESERVATION FORM**  
**ARRIVAL: September 27, 2015**  
**DEPARTURE: September 30, 2015**

All reservations must be made using this form and returned no later than **August 26, 2015**.  
Reservations forms received after this reservation deadline will be accepted based upon space and rate availability.

**NYS Magistrates Association**

Package Guest Room Rates are as follows:

**Single Occupancy:** \$218.00/person + tax (13%) Per Night  
Includes: Accommodations for one guest from September 27-29, 2015  
Breakfast on Monday, Tuesday and Wednesday  
Lunch on Monday & Tuesday  
Dinner on Sunday, Monday and Tuesday

**Double Occupancy:** \$158.50/person + tax (13%) Per Night  
Includes: Accommodations for two guests from September 27-29, 2015  
Breakfast on Monday, Tuesday and Wednesday  
Lunch on Monday & Tuesday  
Dinner on Sunday, Monday and Tuesday

A surcharge of \$50.00 will apply to any package of one or two nights

To confirm your reservation, a credit card number must be provided or a check/money order for one night's room and tax sent in with reservation form.

Check #: \_\_\_\_\_ CreditCard: \_\_\_\_\_  
CC#: \_\_\_\_\_ Exp: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

# of rooms: \_\_\_\_\_ # of people per room: \_\_\_\_\_

Roommate(s): \_\_\_\_\_

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Special needs: \_\_\_\_\_

The Sheraton At The Falls is a Non-Smoking Hotel

**RESERVATION POLICIES**

- If paying by Purchase Order, a copy of your purchase order must be received along with this form to process your reservation. If not received, reservation will not be confirmed.
- A copy of your NYS tax exemption form must be received with this form and your payment form (Purchase Order or Credit Card) must match the name on the NYS tax exemption form.
- Guests staying on dates outside group's conference and/or are self pay will be subject to tax.
- Reservation forms must be received no later than Friday, August 26, 2015. Reservations received after that date will be accepted on a space and rate availability basis.
- Cancellations must be received 3 days prior to arrival date. Cancellations after this date will result in forfeiture of the one nights advance deposit.
- Check-in time is 3:00pm. Check-out time is 12:00pm.
- Rates for early arrival, before 9/27/15 or late departure, after 9/29/15 will be offered at the discounted rate of \$119.00/night, based upon availability.

**UNLESS ALL PROPER FORMS ARE SUBMITTED & COMPLETED, RESERVATIONS WILL NOT BE PROCESSED**

Reservation Form, Purchase Order, Tax Exempt Certificate  
And/or Deposit must be received by Friday, August 26, 2015  
to:  
Sheraton At The Falls Hotel  
Attn: Reservations Dept.  
300 Third Street, Niagara Falls  
New York, USA 14303  
Phone (716)285-3361  
Fax (716) 285-3900

For Office use only:  
Confirmation #: \_\_\_\_\_  
Reservation Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**Donald Cunningham**

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**From:** Nancy Bailey [nbail@nioga.org]  
**Sent:** Monday, August 10, 2015 3:14 PM  
**To:** Kelly Hallenbeck; Kristen Wilcox; Mallorie Higgins; Megan Aradine; Michelle Read; Robert Gluckman; Vicky Truax  
**Cc:** supervisor@bergenny.org; Belinda Grant; Brian Stone; Dan VanValkenburg; Don Cunningham; Ernie Haywood  
**Subject:** Fwd: FW: Byron-Bergen Public Library Construction Grant Program Award Notice

We have confirmation on the Construction Grant!! See letter below!!  
Thank you---

Nancy:

Can you forward this to the rest of the group?

Bob

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**From:** libdevgrants@nysed.gov [libdevgrants@nysed.gov]  
**Sent:** Monday, August 10, 2015 12:23 PM  
**To:** Gluckman, Robert  
**Cc:** lynne.webb@nysed.gov; bindeman@nioga.org  
**Subject:** Byron-Bergen Public Library Construction Grant Program Award Notice

Dear Robert Gluckman  
Byron-Bergen Public Library  
Byron-Bergen Public Library

The New York State Education Department/New York State Library is pleased to announce that your library's application for the 2014-2015 Public Library Construction Grant Program has been approved for the amount of \$65,355.

The project number for this grant is 0386-15-5715. Please use this number in all future communications. The grant will be funded in accordance with Education Law Section 273-a and Commissioner's Regulations 90.12.

As part of the application, assurance was given that the project will begin within 180 days of approval, if the project is not already underway. Please notify Lynne Webb, Construction Grant Program Manager ([Lynne.Webb@nysed.gov](mailto:Lynne.Webb@nysed.gov)), if you are unable to meet this deadline, or if there are changes in the approved project.

This grant award notification constitutes formal approval of the Public Library Construction grant application submitted. It is the grantee's responsibility to conduct grant project activities in according with applicable statues, regulations, policies, terms, conditions and assurances. The Department has the right to recoup funds if the approved activities are not performed and/or the grant funds are not expended.

The form necessary to close out the project, the FS-10-F form, is available through the online application portal. Project photographs of completed project activities are also required. The project has an initial two-year completion date of June 30, 2016. If the project remains open on that date, a one-year extension will be granted, provided a written project assessment report is filed with the New York State Library.

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Chapter 57 of the Laws of 2007 amended Education Law 273-a to create a multi-payment process for awards. An initial payment of 90% of the project funding amount will be paid, with a 10% funding amount made as a final payment when project completion pictures and the FS-10-F form are received and approved by the State Library.

The FS-10-F form is to be completed and returned as indicated in the form instructions. This form has been customized for the Public Library Construction Grant Program and is not interchangeable with forms designed for any other grant program.

Please address all correspondence and inquiries to:  
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New York State Library/Division of Library Development  
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Albany, NY 12230  
E-mail: [kimberly.anderson@nysed.gov](mailto:kimberly.anderson@nysed.gov)  
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Sincerely,  
Lynne Webb  
Public Library Construction Program Administrator  
[lynne.webb@nysed.gov](mailto:lynne.webb@nysed.gov)  
518.474.1565

New York State Education Department

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