

**Town Board Meeting
Town of Bergen
Town Hall- 10 Hunter Street, Bergen NY
July, 9 2019**

Agenda

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

Prayer Almighty God, as we meet today to conduct matters of Town business, grant us the wisdom to remember as we work that we are servants of our constituency. Assist us to be sure our decisions should be in the best interests of the Town and its citizens, entirely unblemished by any thoughts of personal benefit. Amen.

Pledge to the flag

II. Privilege of the Floor: -Colby Ayres- Request for use of town field for Rugby
-Stephanie Frew- proposed water district

III. Approval of meeting Minutes for- 6/25/19

IV. Communications included with this agenda:

1. Supervisor Report for June 2019 (if available)
2. Summary spreadsheets for June 2019 (if available)
3. Town Clerk Report for June 2019
4. ZEO/CEO Report for June 2019
5. 6/25/19 correspondence from Charter Communication
6. 6/29/19 Letter of Intent for Planning Board Alternate- Mark Swanson
7. 6/29/19 Letter of Intent for Planning Board Alternate- Connie Van Houte

V. Board Members' items for addition to the agenda

VI. Reports:

- Supervisor- -Complaint regarding political signs being removed
- Clerk
- Board Members
- Zoning / Code Enforcement: -Update on Property at 6571 West Sweden Road- aka Haunted House
- Highway -Update on Town Barns- demolition plan

Committees

- Building, Grounds, and Facilities - Cemeteries
- Parks - Update on construction of Pavilion- items to purchase
- Local History & Museum-
- Policy and Personnel -Update on Handbook- review
- Solar -Draft Solar regulations

VII. Old Business:

- Proposed Town of Bergen Water Improvement Benefit Area #1 project- Update

VIII. New Business

- Set Public Hearing date for proposed Solar Law

IX- Reports & Bills:

- Action to file Town Clerks Report
- Action to file Supervisors Report
- Approve payment of the Bills

X. Meeting and Other Upcoming Dates:

- Town Board Meeting 7/23/19 at 7 pm at the Bergen Town Hall

XI. Adjournment

DRAFT

JUNE 25, 2019

BERGEN TOWN BOARD

REGULAR 2nd MEETING

The Bergen Town Board convened in a regular session at 7:00 p.m. at the Library Meeting Room with Supervisor Haywood presiding.

PRESENT:

Supervisor Ernest Haywood
Councilwoman Belinda Grant
Councilwoman Anne Sapienza
Councilman James Starowitz

ALSO PRESENT:

Michele M. Smith, Town Clerk
Mike Johnson, Highway Superintendant
Dave Mason, ZEO/CEO

ABSENT:

Councilman Mark Anderson

OTHERS ATTENDEES:

Nancy Bailey
Robert Gluckman

PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

Library SAM Grant Library Manager Nancy Bailey and Treasurer Robert Gluckman discussed the timeline for the renovation project and that it needs to be done by June 2020. Supervisor Haywood said that he has been in contact with Senator Ranzenhofer office and it is at the bottom of the pile to be approved, possibly going out to bid in October.

MINUTES: *Councilman Sapienza made a motion to approve the June 11, 2019 minutes; seconded by Councilman Grant and it carried by a vote 4-0.*

COMMUNICATIONS:

Mercy EMS summary report for May 2019

Notice of proposed Town of Clarendon Zoning Ordinance

Thank you note from Jared Fregoe Eagle Scout project and Drews Nature Center

REPORTS:

SUPERVISOR: busy with the water district petitions and answering questions from residents

TOWN CLERK: Email account upgrade through town server starting this week

HIGHWAY/SOLID WASTE: update on Barn demolition – busy with pavilion will look into it in the fall; mowing season; oil and stone work under way; extreme weather recovery \$9,000.

ZEO/CEO: update on 6471 W. Sweden Rd.- has not picked up operating permit application, Town Attorney drafting a letter to cease and desist operations; John Swapceinski questioning EDU's for his properties and possibly merging multiple properties; Picture Project – had complaints from residents about walking around the houses; Peachey Road Diner was torn down and new owner wants to build a barn with possibly an apartment; RG&E new gas line up Rt. 33 from Apple Tree heading east.

COMMITEES:

BUILDINGS: Grippo does not use the product that Suite Kote uses but is interested in striping the parking lot; Brian Read is going to help put together painting bids for the historian building; 1 quote has been received to remove the tree at North Bergen Cemetery.

PARKS: update on pavilion – waiting for doors to be installed, working on proposal for benches, bleachers and picnic tables. *Councilwoman Grant made a motion to purchase benches, bleachers and picnic tables not to exceed \$13,700; seconded by Councilwoman Grant and it carried by a vote 4-0.* Sheriff requesting to keep gate open at Robin Brook so they can drive through to monitor the park.

LOCAL HISTORY AND MUSEUM: nothing to report

POLICY AND PERSONNEL: reviewing employee handbook chapters 1-4

SOLAR: working on draft Local Law

OLD BUSINESS:

Water Benefit Improvement Area #1 – petitions are being passed and are due by June 28th - 35% of assessed values received 51% needed.

NEW BUSINESS:

GAM Update Councilwoman Sapienza gave an update and next meeting is in September.

Soccer Field use requested The Genesee Rugby Club is requesting use of a soccer field - requesting attendance at next meeting for more information.

NEXT MEETING:

Regular Meeting – Tuesday, July 9, 2019 at 7:00 pm at the Library meeting room the audit of the bills at 6:45 p.m.

ADJOURNMENT was at 8:22 pm on a motion by Councilwoman Sapienza; seconded by Councilman Grant and it carried by a vote 4-0.

Respectfully submitted,

Michele M. Smith

Michele M. Smith,
Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Clerk Fees Conservation	Certified Copies	1	10.00
		Conservation	4	4.42
		Sub-Total:		\$14.42
A2544	Dog Licensing	Female, Spayed	12	60.00
		Male, Neutered	10	50.00
		Male, Unneutered	4	72.00
		Sub-Total:		\$182.00
B2110	Building & Zoning	Building Permit	5	230.00
		Zoning	6	180.00
		Sub-Total:		\$410.00
B2130	Solid Waste	Garbage Bag	309	1,545.00
		Transfer Sta. 10.00	8	80.00
		Transfer Sta. 20.00	18	360.00
		Transfer Sta. 5.00	2	10.00
		Sub-Total:		\$1,995.00

Total Local Shares Remitted: \$2,601.42

Amount paid to: NYS Ag. & Markets for spay/neuter program 34.00
 Amount paid to: NYS Environmental Conservation 75.58

Total State, County & Local Revenues: \$2,711.00

Total Non-Local Revenues: \$109.58

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>7/1/19</i>
Supervisor	Date	Town Clerk	Date

Cash Receipts Report

06/29/2019
7:05:27AM

From: 06/01/2019 To: 06/29/2019

For User: All

Payment Date: 06/04/2019

Module: Permit

Transaction: BP-0015-2019

Type: Permit App

Payor: Martin C Lamay

Payment Amount: \$70.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000261

\$70.00

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

Transaction: BP-0016-2019

Type: Permit App

Payor: George Schelemanow

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Check #2408

00000262

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Transaction: BP-0017-2019

Type: Permit App

Payor: Martin J Leggo

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000263

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Transaction: BP-0018-2019

Type: Permit App

Payor: James M Gauer

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Check #1086

00000264

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Permit Group Totals: \$325.00

06/04/2019 Group Totals: \$325.00

Payment Date: 06/19/2019

Module: Permit

Transaction: BP-0019-2019

Type: Permit App

Payor: james hodge

Payment Amount: \$30.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000265

\$30.00

Fee Type	Fee Amount
Zoning Permit	\$30.00

Permit Group Totals: \$30.00

06/19/2019 Group Totals: \$30.00

Payment Date: 06/20/2019

Module: Permit

Payment Date: 06/20/2019

Module: Permit

Transaction: BP-0020-2019

Type: Permit App

Payor: Dennis Linn Walker

Payment Amount: \$30.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000266

\$30.00

Fee Type	Fee Amount
Zoning Permit	\$30.00

Permit Group Totals: \$30.00

06/20/2019 Group Totals: \$30.00

Payment Date: 06/27/2019

Module: Permit

Transaction: BP-0021-2019

Type: Permit App

Payor: Warren E Savage

Payment Amount: \$25.00

Payment Type:

Payment #:

Payment Detail:

Check #3233

00000267

\$25.00

Fee Type	Fee Amount
Swimming Pool Insp	\$25.00

Permit Group Totals: \$25.00

06/27/2019 Group Totals: \$25.00

Totals:	
Check	\$195.00
Cash	\$215.00
Grand Total:	<u>\$410.00</u>



June 25, 2019

Re: Charter Communications – Upcoming Changes

Dear Municipal Official:

This letter will serve as notice that on or around July 25, 2019, Charter Communications ("Charter"), locally known as Spectrum, will add WNYB-TCT HD, on Basic channels 16, 1231 to the channel lineup serving your community.

To view a current Spectrum channel lineup visit www.spectrum.com/channels.

If you have any questions about this change, please feel free to contact me at 716-686-4446 or via email at mark.meyerhofer@charter.com.

Sincerely,

A handwritten signature in black ink that reads "Mark Meyerhofer".

Mark Meyerhofer
Director, Government Affairs
Charter Communications

6/29/19

TO: MICHELE SMITH
FROM: MARK SWANSON

PLEASE ACCEPT THIS LETTER AS MY
FORMAL INTENT TO APPLY FOR THE POSITION
AS PLANNING BOARD ALTERNATE.

I FEEL THAT WITH OVER 30 YEARS
EXPERIENCE AS A FULL TIME REAL ESTATE
BROKER WILL BE AN ASSET TO THE PLANNING
BOARD AND TO THE COMMUNITY.

RECEIVED
JUN 29 2019
TOWN OF BERGEN

SINCERELY,


LETTER OF INTENT

6/29/19

To:

Bergen Town Board

Ernest Haywood-Town Supervisor

10 Hunter St

Bergen, NY. 14416

Dear Mr. Haywood, and board members

My name is Connie VanHoute, and I am submitting this letter to represent my interest to serve as an alternate on the Bergen Planning Board. I believe I would be an asset to this position. I come with more than 20 years of experience in the industrial and the customer service field. Since moving here in 2010, I have enjoyed working with the local community organizations like the Bergen Business and Civic Assn to organize events like the Annual Easter Egg Hunt. I take great pride in being a citizen of this community and believe in investing my time in community organizations and government. I am including a copy of my most recent resume.

I look forward to talking with you about my future as a member of the Planning Board. Thank you for your time and consideration!

Regards,

A handwritten signature in black ink that reads "Connie VanHoute". The signature is written in a cursive style with a large initial 'C'.

Connie VanHoute

Connie VanHoute

7268 North Bergen Rd.

Bergen, NY 14416

cvanhoute@yahoo.com

(585) 689-0387

Objective:

Looking to obtain a challenging and rewarding position, where I can utilize my skills and abilities to establish and maintain strong working relationships as well as to ensure the growth of the community and gain success.

Summary:

I am a hard working, dedicated individual determined to go further with 20 years experience in providing support services to managers, supervisors, engineers and clients on a daily basis. I possess strong interpersonal and communication skill and the ability to understand and follow oral and written instructions.

Strengths and qualifications:

- Excellent problem-solving skills
- Superb time-management skills and ability to multi-task
- Hard working, self starter, extremely detail oriented
- Dedicated and take responsibility, follow through

Work Experience:

Ambrell Corporation

05/2016-Present

Quality Control

Duties and responsibilities

- Approve in-process production by confirming specification; communicating required adjustments to production supervisor and team leads.
- Approves finished products prior to closing/buttoning up.
- Documents inspection results by completing reports and inputting data into the system for root cause analysis and corrective action.
- Collaborates and works closely with Production and Engineering for BOM changes and or drawing updates to match the product being built as well as for quality initiatives.
- Introduce New Process Details for manufacturing as well as travelers.
- Generate DMR's for materials that do not meet the requirements of IPC standards and or Ambrell drawings/workmanship standards.
- Provide Quality training in process when needed.
- Generate a purchase order for tools and products needed for manufacturing
- Rolled out an ESD Procedure and initiative, ordered all associated items to be ESD compliant as a company.
- Audit the process, product and system. Verifying we are doing what we say we are.
- Attending CAPA, (corrective action preventative action) meetings.
- Attend JIF/PIF meetings to go over defects and or processes that need to be adjusted.
- Attend ECN meetings to go over documentation prior to being released to production.
- Provide company training and testing on ESD control and IPC standards.

**Remedy Intelligent Staffing,
Client Partnership Specialist**

09/2012- 05/2016

Duties and responsibilities

- On-site management of 20 – 100 plus working temporary headcount.
- Maintain a pipeline of top-notch talent to fill open positions in all areas.
- Correct time in time clock system for missed punches or adjustments.
- Facilitate the investigation and resolution of all employee disputes and issues, handles employee relations counseling and exit interviewing.
- Work with hiring managers on recruiting needs.
- Conduct regular follow-up with clients to determine the effectiveness of recruiting plans and implementation.
- Document associate development in the data base on a daily basis.
- Utilize the Internet for recruitment and post positions to appropriate Internet sources.
- Responsible for the consistent administration of company HR policies and procedures to over 100 temporary employees at any given time.
- Temp employee development - coach, counsel, mentor, train, and evaluate.
- Manage unemployment claims and represent the employer at all necessary hearings.
- Injury prevention and workers compensation claim management.
- Compliance of all service level agreements (including drug testing and performance reviews)
- Data entry of payroll information into an on-line time keeping system as well as contact various department supervisors for any missed times.
- Train new recruiters on the process of recruiting, payroll, phones, clients and data entry of each person.

MKS, ENI Products Inc.

Service Department,

04/1999- 9/2012

**Class III Service Assembler/ Certified IPC Trainer (IPC-610, IPC-620, IPC J-STD-001
IPC-7711/7721)**

Duties and responsibilities

- Train and test new and existing employees per the IPC Standards upon hire/ Re-certify every 2yrs.
- Solder surface mount and through hole parts using soldering iron or hot air.
- Fix and repair service units per the technician or engineering request.
- Tear down entire units and sub assemblies from the customer to repair/rework, and upgrade to the latest rev.
- Assemble dismantled service units per the process detail, service request, engineering drawing or customer requisition.
- Prep, tin and pull all parts for repair
- Fabricated tools to make our job easier as well as deliver product faster
- Help technicians find faults or problem areas with unit

Receiving Inspection Department/QA Auditor

Duties and responsibilities

- As a QA Incoming Materials Inspector B, inspected parts to meet blueprint specifications, and electronic parts to computer cross-reference
- Inspected material for First Article requirements from component level, wires, PCB's, heat sinks, chassis, to sub assembly
- Used several types of measuring, inspection tools and devices, micrometers, go/no-go gauges, microscopes, eye loops, height gauges
- Utilizing Windows and computerized inspection procedures

- Company is ISO 9001 certified
- E-mail the appropriate buyer/planner
- Write corrective actions if needed

Beta Cell Team Leader

Duties and responsibilities

- Conduct interviews for potential new hires, write performance reviews
- Worked with Engineering on a daily basis
- Conduct safety training and orientation, monitor and document employee development
- Served as Chairperson of the Employee recognition program
- Build beta units and document all aspects of the build from start to finish
- Soldered, SMT, through hole, hot air and iron also used hot plate for ceramic boards
- Planned daily work load to be done from my team of 10 according to due dates
- Built units from the component level to finished product

Beta Cell Assembler III

Duties and responsibilities

- Kept accurate count of how much of each part was used and where for process detail documentation as well as BOM loading process
- Closely worked with engineering department on defects or flaws in the build
- Monitored the serviceability of the product for rework and repair purposes
- Daily reviews with engineering on what was missing or needed at a specific point and where we were at with the build
- Built entire units from component level to finished product per engineering drawings

Floor Auditor

Duties and responsibilities

- Inspected the process, in process builds, from the component down to the metal per process details, drawings and or workmanship standards
- Write up product and process for non-conformities
- Give corrective action suggestions

Achievements:

- Awarded with various certificates for going on and above my assigned job duties
- Awarded with certificate for taking responsibility and achieving results.
- Awarded with certificate for responsiveness in meeting commitments made to customers.
- Awarded with certificate for quality workmanship always going beyond what is expected.

Why should I be selected?

- Optimistic, reliable, going on and above what is expected
- Dedicated, thrive in any environment
- Can inspire team mates as well as self motivated
- Eagerly learns new tasks in a timely manner, can execute a task within a short span of time
- Current in; MS Word, MS Excel, Outlook, Syspro, and SharePoint

References Furnished Upon Request: