

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on June 24<sup>th</sup> 2015**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 7:00pm with the following present:

Trustee Donovan  
Trustee Fedele  
Trustee VanEenwyk

Trustee Cooper was absent

Also present were: Village Administrator Cortney Gale and Grace Gallivan

**Approval of Bills**

A motion to approve the bills was made by Trustee Fedele and seconded by Trustee VanEenwyk. The motion was carried by a unanimous following vote.

**Approval of Minutes**

A motion to approve the meeting minutes of June 10<sup>th</sup> was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

**Mayor's Report**

**Comprehensive Plan**

- The final public meeting will be held on July 13<sup>th</sup> at the Bergen Methodist Church; topic will include town and village comment on business and industrial development, infrastructure, and residential development. DPW Supervisors from the town and village will provide updates, area realtors will be present to discuss housing trend in the town and village, several business owners will be on hand , and Steve Hyde (GCEDC) will attend.

**Planning Board**

- We are waiting to hear back from the applicant for the proposed carwash with clarifications and a traffic survey.

**Community Garage Sale**

- Final plans are in place, flyers are out, and participants are picking up their packets for the Second Annual Community Garage Sale and new Business Hop taking place this Saturday, June 27<sup>th</sup>, from 9am to 3pm.
- Unfortunately, it was necessary to postpone the Family Shenanigans to another time.
- This coincides with Freedom Week-end at the Firing Pin which ends with Saturday evening fireworks.

**Bergen Small Business Alliance**

- I have been working with members of the group in organizing the Business Hop for Saturday, and with the Batavia Daily to put together a promotional ad. The ad will appear in the June 25<sup>th</sup> edition of the paper. The group is working together to support and promote each others' business.

- The Park Festival was a huge success this year; the crowd was large, and everyone seemed to enjoy the parade and the activities in the park afterwards. Both the fish fry and the chicken barbecue sold out. Many thanks to the BBCA, the DPW Staff, our office staff, and all the many volunteers for a great job!

### **Parks**

- The disc golf course is complete; the baskets have been installed, markers set out, signs are in place. I will be working with the Park Committee and members of the Rochester Disc Golf Association to arrange for an opening of the course.
- A course policy is included on the agenda for board consideration.

### **Grants**

- A meeting was held here last night with several downtown property owners, Rick Hauser (Mayor of Perry), Ed Flynn (Labella and Assoc), Ray MacConnell, and I to discuss the Technical Assistance Grant offered through the CFA. This grant provides up to 95% of project costs for communities to build capacity and develop Main Street revitalization strategies (evaluations and plans would include a building reuse study and design guidelines). All those in attendance are supportive of the project. Ed Flynn will be writing the grant application for the village.
- We are also working on a Parks Grant application for construction of an all season pavilion in Hickory Park.

### **America's Best Communities**

- Bergen and Leroy together have been chosen as quarterfinalists in the America's Best Communities competition. Across the country, 50 communities have advanced to the quarterfinalist round of the America's Best Communities competition, a \$10 million initiative to stimulate economic revitalization in small towns and cities. Each community will be awarded \$50,000 to develop comprehensive strategies to accelerate the revival of their local economies and improve quality of life.
- Shelly Stein (Genesee County Legislator) met with Cortney and I on June 15 to discuss strategies for securing \$15000 (matching funds) with Leroy through fund-raising.
- I attended a "kick-off" dinner on Monday, June 22 in Leroy with representatives from the towns and villages of Leroy and Bergen, Genesee County Legislators, Frontier, IBM (sponsors) to plan the path forward.

### **Summer Recreation Program**

- Emily and I have worked together on establishing and planning a free 2 week summer recreation program (July 13-24) in Hickory Park. Registration forms and flyers have been developed and are available.

## **Administrator's**

### **Electric**

- Electric bills were sent out today, they are due on July 12<sup>th</sup>. There were 68 people on the shutoff list this month which is higher than normal.
- The electric rate this month (6 cents per kWh) is the lowest it's been since at least 2007, which is as far back as we have records for.
- We received \$29,964.57 from National Grid for the Return on Equity (ROE) lawsuit through MEUA.
- We are currently leasing a folding machine from Pitney Bowes. We use it for electric/sewer bills, newsletters, and miscellaneous items like the garage sale sign up. It is an old model which they do not manufacture any longer. We've had it for eight years and it jams regularly. I was contacted by Pitney Bowes to renew the lease with a more up to date model. The current model costs \$948 per year the new model would be \$1440.

### **Insurance**

- NYMIR is still looking into our claim for the sewer plant. They asked for a report regarding the “Toxic Event” that killed off the biomass. Gary has asked Walt Medlock our expert from Veolia to put something together for them.

### **Property Tax**

- Property tax bills have been pouring in. Today we received the first of the escrow payments from banks. The largest one, from Core Logic, should be here in the next couple days. The last day to pay without a penalty is June 30<sup>th</sup>.

### **Accounting**

- We are working hard to close the last fiscal year. When the final bills for 2014-2015 are paid we can begin to make the final journal entries. Bob Fox is coming the second week in July. Hopefully we can start inputting the AUD shortly after that.
- May bank statements have been reconciled and monthly journal entries have been completed.

### **Miscellaneous**

- Rene started her summer hours this week which are 8:30am-12:30pm Monday through Friday.
- New York Conference of Mayors (NYCOM) annual Fall Training School is September 28<sup>th</sup> –October 2<sup>nd</sup>. I know it’s early but it’s a good time to start planning to attend.
- The Mayor and I worked on organizing and publicizing the Garage Sale and Business Hop. The Family Shenanigans event has been postponed.
- It has been a very busy few weeks for the Mayor, me, and the office staff as we have been busy coordinating, advertising, creating flyers and working community events including the Garage Sale, Business Hop, Family Shenanigans, Park Festival, Bergen Small Business Alliance meetings, and America’s Best Community Competition.

## **DPW Supervisor’s Report**

### **Sewer**

- The waste water treatment plant is processing over 100,000 gallons a day and is doing much better. We have decided to move the training with our consultant to the fall. This will allow us further evaluations and is a better time frame for the work force. Walt will be returning for a follow up visit and to conduct training. The overhead roll up garage door of the MBR building has a broken spring, repair is about \$4500.00, and this is a safety issue and needs to be accomplished.

### **Electric**

- The linemen have helped with the preparation for Park Day, they installed the new LED lights prior to the event. There were a few complaints that the lights were too bright for the fireworks, next year the plan is to turn these off for the fireworks. The erection of the new addition is going well and should be completed in the next few weeks.

### **DPW and Parks**

- Brush pick up continues and at the end of the season we will need to bring in a tub grinder to grind all the wood into wood chips. The community garden is doing well and seems to be a success. The Disc golf course opened today and there seems to be quite an interest. We plan on starting repairs on the damaged drop inlets, pothole repair and road patching with a tentative time schedule to oil and chip most roads in the village mid to late July depending on the weather.

## **Privilege of the Floor**

None

## **Trustee Concerns**

**Trustee Fedele** asked if 25B Munger Street was abandoned. Mr. Gale stated that it is unoccupied due to foreclosure.

### **New Business**

#### **America's Best Community Competition**

See Mayor Barclay's Report

### **Old Business**

#### **Summer Recreation Program**

Trustee VanEenwyk is coordinating the program which will run July 13<sup>th</sup> – July 24<sup>th</sup> Monday through Friday 1:00pm to 4:00pm. A leader and an assistant have been selected. The assistant will be provided by Genesee County Job Development. The leader will be a paid position in which Trustee VanEenwyk suggested paying \$10 per hour.

A motion was made by Trustee Donovan and seconded by Trustee Fedele to allocate \$500 for the summer recreation program which should include wages for the leader and supplies. The motion was carried by a unanimous vote.

#### **Adjournment**

A motion was made by Trustee Fedele and seconded by Trustee VanEenwyk to adjourn the meeting. The motion was carried by a unanimous vote.

The meeting was adjourned at 7:45pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator