

**Public Hearing & Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:45 pm on February 24<sup>th</sup> 2016**

Mayor Barclay opened the Public Hearing at 6:45pm with no public present.

The Public Hearing was closed at 7:00pm.

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

Trustee Cooper  
Trustee Donovan  
Trustee Fedele  
Trustee VanEenwyk

Also present were: Village Administrator Cortney Gale, Gary Zawodzinski, Joe Chimino, Nick Booher, and Vickie Almquist.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of February 10<sup>th</sup> 2016 was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- I am currently working on a Document Conversion and Access through the LGRMIF (Local Government Records Management Fund) for the purpose of scanning archived maps, planning drawings, as builds to convert to electronic copies. These copies will then be accessible for use, and will be linked to the GPS System through the county. The application is due March 14, 2016.
- Work on the CFA Main Street Tech grant is ongoing.
- Gary, Cortney, and I met with Eric Wies, Feb. 17<sup>th</sup> to discuss the 2014 and 2015 CFA Engineering Grants we received, for drainage, the WWTP, etc. , their progress, and the budget involved. Regulations for disinfection of waters released from the WWTP to Black Creek has been presented, funding will be applied for to assist in expenses for this process.

**Comprehensive Plan Committee**

- The next meeting is March 7<sup>th</sup> for any final adjustments on the draft. It will then be sent to the town and village boards for review before the March 22<sup>nd</sup> joint meeting. A presentation will be made to the boards at that meeting, and then a public hearing will be held April 21<sup>st</sup>.

- The two candidates for village trustee, Vickie Almquist and Bob Fedele, spoke at the Feb. 15 BBCA meeting. The March 21st meeting will be held at the Insurance Auto Auction facility at 7149 Apple Tree Avenue, followed by a tour of the facility.
- The Park Festival Committee met on Feb. 17 to continue plans for the June 11 event. Bob Fedele will be taking on the car show this year. Thank you Bob!

### **Budgets**

- A meeting was held with the DPW staff to review the proposed budgets on Feb.19. Cortney and Gary presented the information with everyone providing input. This meeting was very successful in its discussion, and in informing every one of the budget proposals for the coming fiscal year. I would like to see this as a yearly meeting.
- I have worked on stipend and salary proposals for the 2016-2017 budgets.

### **Bergen Business Alliance**

- A group ad was placed in the Suburban News in the Feb.14<sup>th</sup> edition by members of the organization, and titled Bergen: the Gem of Genesee County. The business owners continue to work together to promote the village businesses.

### **Solar Energy Options**

- Cortney and I had a conference call with Rachael Tabela and Chris Suozzi (GCEDC) and John Hamor of 4 Corners Energy (Feb. 17) to investigate and discuss possible Solar Energy options for the village.

## **Administrator's**

### **Electric**

- Electric bills were mailed out on Tuesday and are due March 14<sup>th</sup>. There were 40 shut off notices sent out.
- I attempted to lower the PPAC by using half of the funds from the Return on Equity lawsuit against National Grid. However, when we sent the information to the PSC for approval they declined submission and stated that the MEUA would have to enter a formal request to be approved by the Commission. We received the funds in June, MEUA has asked previously what they want us to do with the funds but the PSC didn't respond.
- The Mayor and I had a conference call with Rachel Tabela and Chris Suozzi from GCEDC and John Hamor from Four Corners Energy concerning solar energy, it doesn't sound feasible at this time but may be a possibility down the road.

### **Office**

- We received the results of our Financial Stress Report from the Office of the State Comptroller. Of the four levels of stress as defined by the State we have the lowest stress ranking of "No Designation".
- The sliding glass window has been delivered and is ready to be installed by Kirk.
- Kirk and Joe installed a light above the front door that I donated to the village, it is a street light from my home town of Gouverneur that dates back to the early 1900s. Kirk did a great job of restoring it.
- Gary and I have completed reviews for all the employees. If you would like to review them please feel free to stop by my office.

### **Election**

- Everything is set for the election to this point. The election inspectors have been notified. We will be using paper ballots. I will have to publish a notice in the Batavia Daily News giving all the information regarding the election next week.
- The last day that I can accept applications for absentee ballots is March 8<sup>th</sup>.

### **Sewer**

- As a reminder sewer bills are due on March 1<sup>st</sup> and it is the last bill before arrears are sent (April 30<sup>th</sup>) to the county to be placed on their Village tax bill.

- Chris Fay has a refresher class for his sewer certification set for May 5<sup>th</sup>. He will schedule the exam immediately after the course.

### **Miscellaneous**

- Mayor Barclay, Mr. Zawodzinski and I met with Eric Wies from Clark Patterson Lee about the Engineering Grant, Phosphorus Treatment Grant and upgrades to the computer system at the Waste Water Treatment plant on February 17<sup>th</sup>.
- The Mayor and I are meeting with Dawn Kuras of Rural Development on March 9<sup>th</sup> to discuss a possible grant and loan opportunities for the purchase of a new dump truck. Bruce Partridge brought back the information about the program from a WWTP seminar he attended.
- In.Site Architecture met with building owners this week to gather information and ideas for their report and sketches.
- If anyone want to go to the GCEDC annual meeting on March 4<sup>th</sup> please let me know soon.

## **DPW Supervisor's Report**

### **WWTP**

- Phosphorous treatment continues, we are down to less than 2 ppm but need to achieve less than 1 ppm, we have also noted an increase in sludge production due to the treatment process. This will add more sludge disposal costs to the overall operations costs. We have a proposal from Kruger for the plant upgrades and new phosphorous pump, the total is \$55,000, \$37,000 of which will come from Grant funds, I would like the board to approve.

### **Electric**

- The linemen have been working equipment and budgets. They have also met with engineers on the substation issues that need to be addressed this spring. I hope to have updated information for the next meeting.

### **DPW and Parks**

- We have completed on the 2016-2017 budget and reducing the overall general budget. The last snow storm was handled quite well by the entire staff. Everyone worked together and kept up with the snow. I would like to publicly acknowledge a great job by all. I met with the Genesee County planning department, they will be working ion mapping our sanitary and storm sewers, all sewer, electrical and village assets, as well as our walking path throughout the Village. If there is anything that the board would like added to the maps, let me know I can submit request.

## **Privilege of the Floor**

None

## **Trustee Concerns**

Trustee VanEenwyk – Stated she has joined the Town of Bergen's Historical Committee.

Trustee Donovan – Attended Black Creek Watershed meeting. The NYSDEC report on the watershed was approved.

## **New Business**

### **Budget Presentation**

Mr. Gale and Mr. Zawodzinski reviewed the long term planning of vehicle replacement as well as road and electric projects and how that pertains to the 2016-2017 budget. Linemen Joe Chimino and Nick Booher discussed their plans for the electric infrastructure in the next fiscal year.

### **Sewer Upgrades**

A motion was made by Trustee Fedele and seconded by Trustee Cooper to approve expending \$18,000 for upgrades to the Waste Water Treatment Plant. The motion was carried by a unanimous vote.

**Firearm Permits**

A motion was made by Trustee Fedele and seconded by Trustee Donovan to approve requests by Nick Booher and Cortney Gale to carry firearms on Village property. The motion was carried by a unanimous vote.

**Old Business****Employee Handbook Change**

A motion was made by Trustee Cooper and seconded by Trustee Fedele to approve changes to the employee handbook. The motion was carried by a unanimous vote.

**Executive Session**

A motion was made by Trustee Fedele and seconded by Trustee Cooper to enter executive session at 8:45pm to discuss employee matters. The motion was carried by a unanimous vote.

A motion was made by Trustee VanEenwyk and seconded by Trustee Fedele to exit executive session at 9:04pm. The motion was carried by a unanimous vote.

**Adjournment**

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

The meeting was adjourned at 9:05pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator