

**Joint Meeting
Of the Board of Trustees
Of the Village of Bergen &
the Town of Bergen Council at
6:30pm on March 22nd 2016**

The joint meeting of the Board of Trustees and Town Council was called to order by Supervisor Cunningham at 6:30pm with the following present:

Mayor Barclay	Supervisor Cunningham
Trustee Donovan	Councilman Stone
Trustee Cooper	Councilwoman Haywood
Trustee VanEenwyk	
Trustee Fedele	

Officials also present were: Village Administrator Cortney Gale, Town Clerk Michelle Smith, DPW Supervisor Gary Zawodzinski, Highway Superintendent Mike Johnson, Grace Gallivan, Ken Kuter, Vickie Almquist, Norm Pawlak, Dave Henry, Dave Mason, Joe Nenni, John Murray, Bill Waldruff, and Gary Fink.

Joint Meeting

Comprehensive Plan co-chairpersons Vickie Almquist and Norm Pawlak presented the Boards with the initial draft of the plan for their review. They reviewed information and asked the board to email Mr. Pawlak with any questions.

The Boards discussed parks and grant funding. The town is discussing creating a parks master plan as the Village did and working together to connect parks and increase walkability.

Town of Bergen Meeting

See Town minutes

Village Meeting

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 March 9th 2016 was made by Trustee Fedele and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- I have completed and submitted the 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. This will give accessibility for use, and allow the documents to be linked to the GPS System through the county. Awards should be announced in June.

Comprehensive Plan Committee

- All comments from the joint board meeting, along with comments from the April 21st public meeting will be considered at the May 4th meeting of the CPC. The April 21st meeting will be held at the Methodist Church at 7:30pm.

Park Committee/Tree Board

- Plants for CAD (May 14, 10am) have been ordered; this includes Arbor Day trees which will be planted at the Fire Hall during the ceremony.
- The group is working on updating the Village Walkability Plan to include all the updates made to the walking trail.
- A Community Walk has been planned for April 23rd (rain date April 24th); we will start at the village office at 9am and walk the completed village trail.
- Community Garden plots are being reserved through the village office.
- Next meeting – April 6th 7pm

Planning Board

- The Planning Board met on March 16th; there was a review of the Site Plan Review session of the Spring 2016 Land Use Decision-Making Training Program at MCC, and discussion with the engineer on the proposed car wash plan updates.

Other meetings attended, Etc.

- BBCA meeting was held March 21 at the Insurance Auto Auction site on Apple Tree Ave.; Mark Kielbasa (Manager) gave a tour of the facility.
- Cortney and I met with Rosalie McGuire from Lawley to discuss insurance renewal information 3/14.
- Park Festival Committee met on March 16th; bands have been reserved, chicken barbecue and fish fry will take place again this year, theme is Athletics.

Administrator's

Electric

- Electric bills will be mailed out tomorrow, March 23rd and are due April 12th.
- We finally heard back from the PSC about applying the ROE funds to the PPAC. They are allowing us to proceed but unfortunately the high usage months are over so the affect will not be as beneficial to customers.

Board Meetings

- The next board meeting is on April 13th and will be the annual re-organizational meeting. If there is anything that you would like to change in the re-organizational documents please let the Mayor or I know. For instance changing the start time of meetings from 7:00pm to 6:30pm.
- The passing of the village budget can be held on the 13th along with the re-organizational meeting. The last few years we have passed the budget at the second meeting in April, but it can be done either date.

Office

- I continue to work on the Constitutional Tax Limit form, Tax Cap and Tax Limit reports, as well as the Government Efficiency Report. Most are due to the State by the end of April.
- Sales tax payment and report was made to the State on Thursday.
- Kirk finished installing the privacy window in the office, including a homemade extension and lock.

Election

- The Election went very well. I would like to thank Connie Fielder, Ginny Adams, Grace Gallivan, and Mary Ann Cooper for being our election inspectors. Congratulations to Vickie Almquist and Robert Fedele for being elected to the Village Board of Trustees.

Miscellaneous

- The Mayor and I met with Rosalie McGuire from Lawley Genesee to renew our NYMIR insurance to make sure we are covered while we do the work and we are doing everything right to get insurance when we're done.
- We received \$10,084.83 more from NYMIR for the sewer plant claim. This is to reimburse us for employee overtime. NYMIR and Lawley Genesee have been great to work with.
- Rene & I met with Peggy Swapceinski about using the fields in Hickory Park for softball. She has agreed to schedule teams to play and practice there. The fields will be made ready when the weather is better.
- The new business in the industrial park, Insurance Auto Auctions is having an open house on April 19th at 9:00am. They have asked me to take RSVPs, please let me know if you are interested in attending.
- Nick, Joe, and Matt will be attending the MEUA Engineering Workshop in Syracuse tomorrow and Thursday. The MEUA Semi-Annual meeting is April 27th and 28th if anyone is interested in attending.

DPW Supervisor's Report**WWTP**

- Phosphorous treatment continues, influent numbers are still around 5 to 6 ppm and we are seeing reduction down to 1ppm. Veolia has been in contact and is working on the upgrades for the facility.

Electric

- The linemen are attending the annual MEUA Engineering Workshop in Syracuse this month. There have been a few outage issues but the linemen have responded quickly and restored power.

DPW and Parks

- Wood debris pickup will begin on April 25th, the fourth Monday in April. The plan is for all DPW employees to start four ten hour days the week of April 18th.

Privilege of the Floor

None

Trustee Concerns

None

New Business

Fire Department Member Approval

A motion was made by Trustee Cooper and seconded by Trustee Fedele to approve Mark Swanson and Justin Aradine as members of the Bergen Fire Department. The motion was passed by a unanimous vote.

Appointment of Planning Board Chairperson

Mayor Barclay appointed Rene Vurraro to the position of Planning Board Chairperson to replace Vickie Almquist. Mayor Barclay asked for a motion to approve the appointment which was made by Trustee VanEenwyk and seconded by Trustee Fedele. The motion was carried by the following vote:

Trustee Cooper – aye

Trustee Donovan – abstain

Trustee Fedele – aye

Trustee VanEenwyk – aye

Old Business

None

Special Presentation

On the occasion of Trustee Paul Cooper's last meeting as a member of the Village Board of Trustees Mayor Barclay presented him with a proclamation acknowledging his 12 years of dedicated service to the board as well as his years on the Planning Board and Zoning Board of Appeals. Village Administrator Cortney Gale presented Trustee Cooper with a gift on behalf of the Village. Town Supervisor Don Cunningham presented a Certificate of Appreciation from the Town of Bergen.

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 7:17pm

Respectfully submitted,

Cortney W. Gale
Village Administrator