

**Regular Meeting
Of the Board of Trustees of the Village of Bergen &
Joint Meeting with the Town of Bergen Council
at 6:30pm on September 28th 2016**

The joint meeting of the Board of Trustees of the Village of Bergen and the Town of Bergen Council was called to order by Mayor Barclay at 6:30pm with the following present:

Trustee Almquist
Trustee Donovan
Trustee Fedele
Trustee VanEenwyk

Town Council:

Supervisor Don Cunningham
Councilperson Belinda Grant
Councilperson Brian Stone
Councilperson Mark Anderson

Also present were: Village Administrator Cortney Gale, DPW Supervisor Gary Zawodzinski, Town Clerk Michelle Smith, Highway Supervisor Mike Johnson, Grace Gallivan, Jim Pascarella, Eric Wies, Rhonda Saulsbury, Larry Baumgart, David Burke and Bob Bausch.

Town Meeting

See Town's Minutes

Joint Meeting

Mercy EMS Update

Larry Baumgart, Operations Manager for Mercy EMS gave the boards an update on their activities. They are expanding service to other areas and adding new ambulances. They are also seeing a sharp increase in calls over last year and are regularly posting a ambulance crew at the South Byron Fire Hall to improve response time in this area.

Town/Village Assessor Rhonda Saulsbury

Assessor Rhonda Saulsbury discussed the re-assessment she completed which increased assessed value \$17 million dollars, there were 65 adjustments made and only 3 residents filed grievances. She has found Bergen residents contact her or stop by her Batavia office.

Bergen Fire Department Budget

Bergen Fire Department President Eric Wies presented their proposed 2017 budget. The total budget amount is \$285,810 which is an increase of \$31,996 or 12.61% increase over last year. Mr. Wies reviewed each line with the Boards and explained any increases. The main increases were due to the change in Worker's Compensation Insurance, with the county changing formulate cost the department went from paying \$0 to \$14,553. He also stated that there was a significant increase in membership this year and that has lead to cost increases in gear, training and physicals.

Genesee County Sheriff – Sgt. Saile

Sgt. Jason Saile updated the board on the activity in Bergen. The Village pays for extra patrols which are going well. Drug use is up in the county. He stated that the School Resource Office at Byron-Bergen CSD is very important, as Officer Butler develops relationships with kids. There will be a dedicated patrol in the village for Halloween.

Genesee County Legislator Robert Bausch

- County sold the Nursing Home but it hasn't been finalized yet as they wait for the State to give final approval
- The new Workers Compensation formula was a major change in many communities and especially hit the Fire Departments hard
- The County is looking at the way sales tax is shared with municipalities. He emphasized shopping and getting gas in the county to keep sales tax funds here
- Bridges and roads are a major concern
- The Airport is doing well and is very profitable. The new terminal is complete and there is a waiting list for hangar space
- The County Jail is in bad shape and needs to be addressed

Comprehensive Plan Implementation Committee

Mayor Barclay discussed creating a committee to ensure the Comprehensive Plan is put in place and followed. She suggested that the committee is composed of members from each board.

Town and Village Updates

Supervisor Cunningham stated that they are working on their budget and are in the planning process to improve Robbins Brook Park and Linear Park with pavilions, walking/biking trails, as well as improving the entrances and accessibility to Drew Nature Center.

Mayor Barclay talked about the work on the sewer plant, conversion of the old water building into an all season pavilion, and improvements to the parks.

Joint Meeting Adjournment

Village Meeting

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of August 24th 2016 was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- Work is continuing on the 2nd phase of DASNY funding paperwork which includes estimates and invoices.
- The paperwork for reimbursement funding for the summer recreation program through the Office of Children and Family Services has been completed and submitted.
- Jay Grasso will be working with us on a DOT grant application to build sidewalks connecting those on the west side of Route 19 from 70 South Lake to the proposed sidewalks to the C-Store.
- We received a letter stating that the project described in the application (CFA) for the DEC/EFC Wastewater Infrastructure Engineering grant was ineligible for funding. Eric Wies (Clark Paterson Lee) is investigating for us.

Park Committee

- The committee has updated the Parks Master Plan as to the goals accomplished/completed as this time. Updates will be presented to the board for approval, and then added to the document on the website.
- The committee is working on a new design for the hanging planters for next season.
- Tree planting program sites are being collected; trees will replace those that have been removed, additional trees planted where needed.
- The *Walkability Study* we participated in was awarded an American Planning Association award and will be honored at the upcoming conference in Buffalo. The reports have been sent to Genesee Transportation Council who will be distributing them to the municipalities.

NYCOM Fall Training School

- Trustee Almquist, Cortney Gale, Barb Zinter, and I attended the conference in Saratoga Springs from September 12 – 15th. We each attended a variety of workshops each day; I attended *Establishing and Accounting for Reserves, Where do elected officials come from?, Property Tax Potpourri, Effective Fund Balance Policy, Managing Recreation Liability Claims and Litigation, Creative Problem Solving, New Zombie property Law, Administering a Fire Department*. All were very informative. We have returned and are working on updating village information, policies, etc. that were recommended at various sessions.

Other meetings attended, Etc.

- Imagination Library update – there are 65 Byron-Bergen School District children registered to receive books through the program, fund raising will continue to support the program
- Contacts and arrangements for the joint meeting of the village and town have been completed.
- Attended the MEUA Annual Conference in Ellicottville Sept 1st where Barb Zinter received the D. B. H. Dalrymple Community Service Award.
- Met with Eric Wies (President Bergen Fire Dept), (9/21) to discuss documents village needs to have on file from the fire department, background checks for members, etc. All documents have been received and are now on file at the village office as well as fire department.
- There will be historic, and more recent, photos of the Village of Bergen displayed in the board room. Ray MacConnell is working with us to put the collection together. Borrowed student art work currently hung in board room will be returned to the artists.
- Met with Belinda Grant and Ernie Haywood (9/20), Town Councilpersons, to discuss trails, park improvements, possible grant opportunities for town and village combined projects.
- Attended bid openings for the WWTP Screw Press (9/23).
- Met with Eric Wies, Gary Z, Cortney G to discuss plans and path forward for Sage Pavilion renovation/repurposing project (9/21).
- Met with Barb Johnston (Labella), Rene' Vurraro (planning board chairperson), and Cortney to discuss possible consultation for zoning law updates (based on new comprehensive plan) (9/27). The planning

board has begun work to update village zoning laws to coincide with the newly adopted Village/Town Comprehensive Plan.

- A meeting with folks from the DEC, Eric Wies, Cortney, DPW, and myself to discuss permits, requirements for proposed composting facility at WWTP.

Administrator's

Electric

- Electric bills were mailed out on September 22nd and are due October 13th. There were six customers that we disconnected their power due to non-payment. Four of which have paid, the other two are rental properties that tenants moved out.
- The electric rate for September is 9.5¢ per kWh. That is one cent less per kWh than last year, but overall average for this month.
- We have begun to deliver the LED light bulbs to residents. There is only Lake Street left to finish.
- Joe Chimino will be at our next meeting to discuss with the Board information he learned from the MEUA annual meeting. Including the Governor increasing all electric rates to collect funds to put towards renewable energy projects.
- The Semi-Annual meeting of the New York Municipal Power Agency is October 21st in Syracuse. I will be attending along with Joe Chimino and Nick Booher.

Accounting

- The Annual Update Document has been inputted, we are just waiting for Bob Fox's final changes so we can send it in. Once that is complete we will be able to finish the Annual Public Service Commission Report for electric.
- Barb has completed and submitted the bank reconciliations, payroll reports, and sales tax payments.

Social Media/Electronic Age

- The twitter feed is gaining followers as Rene works everyday to put something on that will be of interest. Please encourage people to follow us on Twitter and Facebook.
- I talked to Square about merchant services, they require an individual's Social Security Number to create an account, after another conversation I found out it can be changed to the Village's Tax Identification Number after the account is set up. So, I will be proceeding with the change over and purchasing of equipment.
- The process of receiving online banking checks has been going very well and is saving us a lot of time processing payments. It has also reduced the amount of mail we receive considerably.
- The \$2.00 fee for using the Utility Payment Portal has been waived. We advertised this with the light bulbs we delivered.

Miscellaneous

- The Mayor, Trustee Almquist, Barb Zinter and I attended New York Conference of Mayors Fall Training School in Saratoga Springs from September 12-15th. It was very educational and was well put together as usual. I would recommend everyone on the board go at some point.
- Tax bills that are unpaid on October 31st will be sent to the County for collection along with unpaid sewer rents. I sent a letter to individuals who haven't paid taxes yet and have had a few more come in. We are doing much better than in years past.
- The Mayor, Rene Vurraro and I met with Barbara Johnston from LaBella Associates about their proposal to help update our zoning law.

New Business

Resolution 15 of 2016

A motion was made by Trustee Donovan and seconded by Trustee Fedele to approve Resolution 15 of 2016 to make Joseph Chimino the Village's delegate to the New York Municipal Power Agency's Semi Annual Meeting. The motion was carried by a unanimous vote.

RESOLUTION 11 of 2015

New York Municipal Power Agency Delegate

WHEREAS, the Board of Trustees of the Village of Bergen, New York, is a municipal member of the New York Municipal Power Agency, and

WHEREAS, in accordance with the bylaws of New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Joseph Chimino be and is hereby designated as the accredited delegate of the Village of Bergen, New York.

Awarding of Bid for Sewer Plant Equipment

A motion was made by Trustee Almquist and seconded by Trustee Fedele to award the bid for a Screw Press to BDP Industries in the amount of \$186,000. The motion was passed by a unanimous vote.

Bergen Fire Department Member Approval

A motion was made by Trustee Donovan and seconded by Trustee Fedele to approve Teresa Whalin and Edward Shortt as new members and to Aurora Zinter, Courtney Onderdonk, and Kenneth Dean from restricted to active duty. The motion was carried by a unanimous vote.

Monroe County Water Authority Lease

A motion was made by Trustee Almquist and seconded by Trustee Fedele to approve a new lease with Monroe County Water Authority for the Hartland Park area. The motion was carried by a unanimous vote.

Old Business

NONE

Adjournment

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

The meeting was adjourned at 8:45pm

Respectfully submitted,

Cortney W. Gale
Village Administrator