

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on October 26<sup>th</sup> 2016**

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

Trustee Almquist  
Trustee Donovan  
Trustee Fedele  
Trustee VanEenwyk

Also present were: Village Administrator Cortney Gale and Grace Gallivan

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of October 12<sup>th</sup> was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- We received additional funds totaling \$447 through the Youth Bureau (Office of Children and Family Services) for equipment for the summer recreation program participants.
- Jay Grasso has completed work on a DOT grant pre-application for funds 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 the Village of Bergen Safe Pedestrian Project - Pre-Application for the Transportation Alternatives Program is eligible for the Transportation Alternative Program. There were several other corrections and adjustments needed for the final application which have been added and submitted. Approximate project cost is \$359,200; the village would be responsible for in-kind costs of approximately \$72000.

**Annual Tree Lighting**

- I have ordered the 25 potted trees for the Tree Lighting event; Bonduelle is graciously covering the cost. Twenty one of the 21 trees have been reserved for decorating by various organizations, churches, and businesses. The Clauses, fire department, elementary band, etc have committed their time. Other arrangements are coming together.

**BBCA (Bergen Business and Civic Association)**

- A Candidate Forum was sponsored by the group on October 17; the group heard messages from Robert Swapceinski — Town Justice, Donald Coleman — Genesee County Coroner, Mark Anderson — Bergen Town Council, and Anne Sapienza — Bergen Town Council.
- The group is starting work on the 2017-2018 edition of the Bergen Directory. Postcards will be sent to all residents, letters to businesses for contact information for the directory.
- BBCA and the Park Committee are investigating a Village Farmer's Market for 2017.

### **Sage Pavilion**

- Eric Wies will be acting as the Clerk of the Works for the work on the Sage Pavilion; this has been working well. The two basements have been filled and inspected, the floor is being prepped for radiant heat tubing installation, and the roof is being completed.

### **Other meetings attended, Etc.**

- New photos have been hung in the board room.
- There are now 65 children enrolled in the Imagination Library Program. Books have been received by those who signed up by the end of September. Enrollment can take place anytime.
- Steve Hawley was campaigning in the village on October 17<sup>th</sup>, very appreciative of the board walking with him.
- Followed up on the DEC grant for the Tree Survey that was completed in the village; the reimbursement was not sent due to a glitch in the grant office. Garret Koplun, our forester through Tree City assisted in solving the problem. The check will be "in the mail".

### **Administrator's**

#### **Electric**

- Electric bills will be mailed out on tomorrow, October 27<sup>th</sup> and are due November 15<sup>th</sup>. As a reminder the "Environmental Disclosure Label will be mailed out with the bills and newsletter.
- The electric rate for October is the same as last month at 9.5¢ per kWh. This is one cent less than average.
- Joe Chimino, Nick Booher and I attended the NYMPA Semi-Annual Meeting in Syracuse yesterday, October 25<sup>th</sup>. We have a lot of information to share with the board.
- Rene Vurraro and Barb Zinter attended the MEUA Accounting Workshop in Syracuse on October 19-20. They found it very informative.
- All three Linemen will be going to the MEUA Engineering Workshop November 9<sup>th</sup> and 10<sup>th</sup>.
- Good news! The Public Service Commission over estimated our 18a assessment bill (the 2% of revenue we pay them annually) so we're getting a \$986.53 refund!

#### **Sewer**

- Sewer bills will be mailed on November 1<sup>st</sup> and are due November 30<sup>th</sup>. The bill may reflect changes due to usage obtained from the Monroe County Water Authority annual usage report. The report is sent to us each October and lists water consumption for each home in the village.
- When we receive the water report we apply any changes to customer's accounts. There were a few commercial customers that had significant increases.
- Work on preparing the issuance of a bond for sewer upgrades continue. I discussed the project budget with Eric, he's going to input his numbers then send it to Jeff Smith who will finish it by adding his and bond counsel fees, Jeff also sent a contract for their part of the work.
- Received agreement for the purchase of the screw press from BDP Industries for \$186,000.

#### **Accounting**

- The Annual Update Document has been finalized and is ready to be submitted pending the accountants approval. Bob Fox and I plan on meeting to discuss this process and why it took so long on their part. I think finding a third party to perform the audit piece may be necessary. I would also recommend that we have BST&Co. accounting firm, who specialize in electric, review our electric accounting.

#### **Miscellaneous**

- Time Warner called about the Franchise agreement; they needed a copy of the resolution and proof of publication of the hearing for the Public Service Commission. So, it's moving along.
- We received sales tax payment from Genesee County for \$71,315.14 which is \$2,084.70 less than this quarter last year.

- I prepared the three fire protection contracts (Riga, Town, Village) for the fire department and emailed them to Eric for his review. Eric added a coverage map to the Riga contract so everyone understands what area they cover.
- We obtained a virus Friday that destroyed all our documents. Luckily, Brian Becker was able to restore everything to order from a back up from the previous night. Scary!
- I talked to Jim Newcomb from Bonduelle about the property sale. He said that it's in his VPs hands and it's more difficult than they expected. He is going to contact him to see where things are.

### Historian's Report

I have missed the last 2 months of reporting my investigations because of an attack of Bell's Palsy. Both Aug. and Sept. were plagued by headaches and a lack of energy. Now, in October I have returned to near normal.

I continue to explore cemeteries in Bergen and found a lonely headstone on Mt. Rest's North side that brought back the memory of my mother speaking of the man buried under it. Guy Montgomery was a thresher. This led me to speak to Don Hart, Dick Sands, and others on the subject of threshing. I have continued the monthly stories in the village's newsletter. November's will be about Ralph Gillette, insurance agent, selecting a small Christmas tree at my father's store. There continue to be phone calls received from former Bergenites, and emails as well. I find that answers can be found in my life experiences or in our files and answers returned within a day to the inquirer.

I attended a conference in Geneseo on September 24 where the new N.Y. State Historian, Devin Lander, spoke along with other speakers on various subjects of interests to historians. I assisted with the selection of photos and frames for the boardroom walls which has come together nicely thanks to all involved. People from Clarendon have requested my speaking at their July meeting on "Mirage and Joseph Santen". I will attempt to get this transferred from the story board to a powerpoint file before the talk. I make several trips to the Genesee County History Department each month.

### Privilege of the Floor

Grace Gallivan did not have a topic to discuss but added that everyone in the village is doing a great job.

### Trustee Concerns

**Trustee VanEenwyk** – Noticed cars are going around the gate at the Park View entrance of Hickory Park and said thank you for the tour her class had of the village.

**Trustee Donovan** - Asked about the arraignment for the person who damaged the basketball backboards. He also asked about how the village is reimbursed for Storm Pay when lineman helping other municipalities.

**Trustee Almquist** – Asked when the new slide will be put in.

### New Business

#### **Electric System Upgrade**

Joe Chimino discussed information he obtained at the New York Municipal Power Agency semi-annual meeting. He discussed three programs the Governor has instituted that will be paid for by increasing electric rates for everyone in the state. He also talked about being the western New York Storm Liason for MEUA and the process that is in place to dispatch aid to other municipalities as well as extra pay for lineman when they go to help. Mr. Chimino asked the board to consider purchasing a new bucket truck as the replacement timeline of the current truck will put it at the same time as building the new substation. The current truck is starting to show its age.

#### **Leadership Genesee**

Mayor Barclay told the board she was nominated for Leadership Genesee and that she would like to participate.

A motion was made by Trustee Donovan and seconded by Trustee Almquist to approve the request and pay the tuition. The motion was carried by a unanimous vote.

### **GAM Update**

Trustee Donovan attended the Genesee Association of Municipalities and discussed the information that was presented. The association learned about Green Genesee/Smart Genesee, water deficiencies in the area, and the sales tax agreement between the County and City of Batavia.

### **Flag Tribute Request**

A request was made by the family of Jack Robinson to fly the flags at half staff. A motion to do so on the day of his funeral was made by Trustee Almquist and seconded by Trustee Fedele. The motion passed by a unanimous vote.

### **Old Business**

#### **Investment Policy & Village Policy Review**

The board reviewed the village's policies and indentified a few areas to change and add to. They also discussed the proposed Investment Policy and having an inventory of DPW equipment done yearly.

A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to adopt the proposed Investment Policy. The motion was approved by a unanimous vote.

A motion was made by Trustee Donovan and seconded by Trustee Fedele to require the Department of Public works conduct a inventory of all power equipment and items with a replacement value of more than \$100 before June 1<sup>st</sup> of each year. The motion was carried by a unanimous vote.

### **Adjournment**

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

The meeting was adjourned at 9:35pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator