

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on May 24th, 2017**

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

Trustee Kevin Donovan
Trustee Robert Fedele
Trustee Emily VanEenwyk

Trustee Vickie Almquist was absent.

Village Administrator Cortney Gale was also present.

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of May 10th, 2017 was made by Trustee Fedele and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- The Regional Economic Development Council is holding statewide training workshops to provide an overview of the Consolidated Funding Application (CFA) process and how to access up to \$750 million in economic development funding from agency programs through one application. There will be informational breakout sessions on specific areas of funding available for economic development projects (specifically for us, Main Street). Cortney and I will attend the session at MCC on 5/25.
- The Genesee County Youth Board has approved our request for \$1000 for this year's summer recreation program, and has sent paperwork to be signed.

Park Committee

- We are working on promoting the 3rd Disc Golf Tournament (7/15). T-shirts will be ordered for participants as part of their player pack. Application forms are available.
- Community garden plots are being planted, all 18 are reserved. The Miracle Gro grant money has been received, and will be used for

Community Action Day

- This year's event was a huge success!! The seventh grade class from Byron Bergen, along with their teachers and Principal Pat McGee, arrived at 9am to Hickory Park. A short Arbor Day Ceremony was held to plant a weeping apple and weeping plum along the Parkview entrance to the park. Groups were assigned tasks around the village which included planting pots for village boxes and parks, mulching trees, planting the Tulley parking lot garden, Zuber Park, village

signs, and working with Tom Williamson (Legion Commander) to plant the Memorial Garden. The plantings were followed by a guided tour of the WWTP, then activities in the park and pizza. We are already working on plans for next year.

- Pudgies Nursery in Batavia did a great job for us with flowers, trees, and supplies for this year's event; everything was delivered to the village on Wednesday.

Bergen Community Farm Market

- A conference call meeting will be held 5/30 to finalize plans for opening June 15.

Governor's Shared Services Initiative

- I contacted Jay Gsell, Genesee County Manager, concerning the time and place for the county committee to meet and discuss the shared services initiative. He responded that they are thinking of meeting at the June 15th GAM mtg and possibly later that month if the schools want to be part of our discussions.

Park Vandalism

- Deputy DeLong has been able to determine the identity of those young folks responsible for destroying the cement picnic table. After speaking with Deputy Butler at BB, and Deputy DeLong, the decision was made to press charges (cost to the village is approx \$4000). Paperwork has been filed with the Sheriff's office.
- The person responsible for damages to the basketball backstop has been assigned 120 hours of community service; part of these hours will be done working in the village.

Leadership Genesee

- Today's session was held at the Grace Baptist Church in Batavia, the program for the day was "Simulated Society". This activity was a very intense role playing activity which explored regional and economic aspects of society and how they interact.

Other meetings attended, Etc.

- I spoke with Deputy Saile concerning patrol hours and calendar for next year, follow-up on speeding concerns in the development. We will be meeting to finalize a patrol calendar and to sign next year's contract.
- Community Garage Sale took place May 20, 15 participants set up sales.
- The final Park Fest meeting was held 5/15, and the BBKA meeting was held 5/15.
- I have not received budget information from Gillam Grant as of 5/24/ 17.

Administrator's

Electric/Sewer

- Electric bills will be mailed tomorrow and are due June 13th. Sewer bills were sent out on May 2nd and are due May 31st.
- CUSI is working on implementing our new Electric and Sewer Bill template but it will not be ready for tomorrow's billing, so we will be doing it on the usual paper.
- Joe Chimino and I attended the NYMPA Annual Meeting in Syracuse today. They discussed the electric rate, fixed rate TCC issues, as well as their budget and how they are doing financially year to date. The NYMPA board voted to decrease the electric rate from 4.2¢ per kWh to 3.7¢ this will stay in effect until they revisit it in October. The Board may decrease it further at some point as they voted today to decrease the minimum charge from 3.5¢ to 3.0¢. They are also working on a policy for self generation that should be presented sometime this year.
- The LED light bulbs for distribution to electric customers have arrived. I am contemplating giving four out to each customer this year. We will hand them out sometime in June.

Office/Accounting

- I signed and returned the agreement for Bill Freitag and BST & Co. to provide accounting services for the Electric fund and to prepare the Public Service Commission annual report. Bill will be in the office August 2nd and 3rd.
- Bob Fox and I met May 22nd to discuss the accounting for the General and Sewer funds. He feels since we do not need an audit this year his work will be minimal and we decided that paying him by the hour instead of a flat fee would be more cost effective to the Village. He will be sending an engagement letter soon.
- The fiscal year ends on May 31st we will then be working primarily on the accounting process for closing the fiscal year, completing the Annual Update Document and aiding Bill Freitag in preparing the PSC report.
- Deputy Treasurer Vurraro has been working with CUSI to implement the new utility bills as well as the County to ready the property tax bills. She is also preparing the electric billing, shut off notices and updating the building code software with new residents.
- Deputy Clerk Zinter is working on journal entries recommended by Bill Freitag, gathering information requested by Bob Fox and preparing for the close of the 2016-2017 fiscal year. There are three pay periods this month and she asks if you have any checks that you have not cashed that you please do so. Barb attended training on May 18th for the New York State Retirement System.
- We should receive property tax bills from the County this week; they will then be mailed on May 31st. Bills are due June 30th any payments taken thereafter will be assessed a penalty until November 1st when they are sent to the County for collection.
- There will be additional stress on the budgets as we are implementing changes recommended by Mr. Freitag, specifically the general fund paying electric bills instead of writing them off as contributions. The payments will come from the 1620.04 Buildings budget line.

Miscellaneous

- In discussion with Lawley Insurance, we decided to increase the coverage on the Sage Pavilion slightly from \$262,000 to \$300,000. The farmers market will not affect the policy. The cost of the policy will increase from \$27,891.60 to 29,252.10, which includes the new sewer building and screw press.

Historian

- Work continues on the power point production on Mr. Santens. Yes, this may sound like a recording, but refining the work is very time consuming. No academy award is expected.
- I hope you read the short stories in the village newsletter. June will have a follow-up with Chris Barons about a wallpaper, my great Uncle Charlie Bower, Anna's Husband, leaving his mark, along with the Gib Ide family, under the new wallpaper in Chris' home in 1935. Anna's story was a part of April's newsletter.
- Ted VanSon approached me about a home in the Bergen Swamp that is being sold soon. His efforts to reach the town historian were in vain. Again, phone calls were not returned, so he came to my office. I immediately went to the Assessor's office and found the parcel of land at 6571 West Sweden Rd., and within an hour returned Ted's call with info that would help in his search. The home was owned by the Jarvis family and sold in 1969 to Richard Cowham and his wife Lillian. It is said the house is haunted. I also put him in contact with Lee Blair of the Bergen Swamp Society.

Privilege of the Floor

NONE

Trustee Concerns

Trustee VanEenwyk

- Looking into field trips for the summer recreation program which should be around \$150 depending on the destination. Is currently setting up the calendar of events.
- Is in the process of selecting an assistant for the Recreation Director.

Trustee Fedele

- Met with Bergen Fire Department vehicle committee. Presented proposed vehicle replacement schedule to Board for discussion.

Trustee Donovan

- Requested that information about the tax abatement program be put in the village newsletter to inform residents.
- Asked if storm drainage will be cleaned or replaced when road work commences.

New Business

Genesee County Sheriff Contract

Mayor Barclay discussed the contract with the Genesee County Sherriff's Department for additional patrols and how well it is working.

Old Business

Comprehensive Plan – Downtown and Economic Development

The Board reviewed the section of the Comprehensive Plan that discusses Downtown and Economic Development.

Adjournment

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

The meeting was adjourned at 8:32pm

Respectfully submitted,

Cortney W. Gale
Village Administrator