

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:00pm on August 9<sup>th</sup>, 2017**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 6:00pm with the following present:

Trustee Vickie Almquist  
Trustee Kevin Donovan  
Trustee Robert Fedele  
Trustee Emily VanEenwyk

Also present were: Village Administrator Cortney Gale, Village Attorney Mark Boylan, Bob Patterson and Jay Whipple.

**Executive Session**

A motion was made by Trustee Fedele and seconded by Trustee Donovan to enter executive session at 6:01pm. The motion passed by a unanimous vote.

A motion was made by Trustee Fedele and seconded by Trustee Almquist to exit executive session at 7:04pm. The motion passed by a unanimous vote.

**Approval of Bills**

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

Trustee Vickie Almquist - Aye  
Trustee Kevin Donovan - Abstain  
Trustee Robert Fedele - Aye  
Trustee Emily VanEenwyk - Aye

**Approval of Minutes**

A motion to approve the meeting minutes of July 12<sup>th</sup>, 2017 was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- We received this email on July 13<sup>th</sup>: Congratulations! According to our records, the Village of Bergen recently completed four High Impact Actions under NYSERDA's [Clean Energy Communities](#) program. The Village is hereby named a **Clean Energy Community** by the State of New York and is eligible for a grant in the amount of **\$50,000**. An application for the project for the \$50,000 grant is in the works. **(DUE DATE: OCTOBER 13, 2017)**
- I completed the application for the New York Main Street grant and submitted on July 28<sup>th</sup>. Projects submitted totaled \$357,600 with a grant request totaling \$228,660. Notification of awards should take place in January 2018.

- I will be completing the final paperwork and pictures will be submitted to Miracle Grow for \$500 community garden grant.
- Genesee County Youth Bureau is offering the opportunity for all currently funded programs (our summer recreation program) to apply for additional funds for the current fiscal year (2017). Emily VanEenwyk and I will work on submitting an application by Sept. 6<sup>th</sup>.

#### **Bergen Community Farm Market**

- Our market has been drawing in, on average, 100 shoppers per week (in spite of the weather). New vendors, occasional food truck, musician, and new shoppers come each week.

#### **Governor's Shared Services Initiative**

- The draft of the present and potential county wide shared service activities for review by county towns and villages has been sent out. We will consider the list at tonight's meeting and comment back.

#### **Senior Appreciation Day**

- Several senior service organizations, including the Office of the Aging, will be participating in the day (Oct 28). Plans are coming together for the event.

#### **Park Committee/Tree Board**

- At the August 2 meeting, we reviewed disc golf tournament, park projects, problems with picnic tables near tower in Hartland park, etc. and the possibility of a scrap metal drive in the village to help fund another 9 holes for disc golf.
- There were 28 participants at the disc golf tournament July 15, a village event done at no cost to the village.

#### **Spring Street**

- Mark Boylan (village attorney), Jay Whipple, Bob Patterson, Bob Bausch, Gary Zawodzinski, Cortney Gale, and I met to discuss property issues at the east end of Spring St. Information will be shared and discussed at tonight's meeting.

#### **Leadership Genesee**

- The theme for July 26<sup>th</sup> was Tourism in Genesee County; we visited the new visitor center, made stops to the Jell-O Museum, Leroy House Museum, Darien Lake, Dwyer Stadium, Batavia Downs, Holiday Hollow, and new brewery/restaurant/ office building, on Main St in Batavia. Materials from each session are being collected for a Genesee County file.

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

- Summer recreation program finishes up this Friday 8/11; another successful year. Many thanks to Sean Donovan and his staff.
- **Imagination Library** – One hundred one children (ages 0-5) in the Byron-Bergen School District are receiving free books each month through this program.
- Congratulations to our Village Historian Ray MacConnell on his well received presentation on Joseph Santens at the Clarendon Historical Society.
- Jessica David, Premier Genesee met with me to discuss services for seniors in our community; she will be supporting our Senior Recognition Day, Oct 28<sup>th</sup>.
- Impromptu meeting with Deputy Delong at Hickory Park; he said that the persons responsible for the damages to the concrete picnic table have been charged, and that the issue of speeders in Hartland development has been curtailed due to policing the area with unmarked cars.
- A letter was received from Gillam Grant requesting funding.

## Administrator's

### **Electric/Sewer**

- Electric bills were mailed out on July 21<sup>st</sup> and are due August 10<sup>th</sup>. Sewer bills are due August 30<sup>th</sup>. The new electric bills seem to have worked OK; we've received very little feedback. CUSI has finished the new sewer bill template and it looks like the online version will be free!
- The three reports required by the Public Service Commission for the Bergen Energy Efficiency Program (BEEP) have been submitted.
- With Bonduelle running, the total electric rate is 10¢ per kWh, which is average for this time of year.
- Electric bill from New York Municipal Power Agency was down \$20K from last year because of the power rate drop that was voted on at the annual meeting. Thank you to NYMPA.
- Brian Becker is working with CUSI to get payment portal moved on the server to increase the speed for customers. CUSI has hired an individual to help get more traffic to payment portals. They have some recommendations we may implement.

### **Office/Accounting**

- Accountant Bill Freitag was here on August 2<sup>nd</sup> and 3<sup>rd</sup> to review electric accounting. This is his first year working with us and it went quite well. He was very complementary of our work.
- The Annual Update Document (AUD) and Public Service Commission Report (PSC) reports are close to being done, we may very well get them submitted in record time! A big holdup is that the State hasn't released retirement data that we need to finish. I did request and receive an extension for the AUD. We may submit the reports using last year's data which was a recommendation by Bill Freitag
- Deputy Clerk Barb Zinter continues to work on the end of year process. She has worked with both accountants the last couple weeks and has done a wonderful job. Barb is focusing on inputting the AUD and making the final journal entries recommended by the accountants.
- Deputy Treasurer Rene Vurraro has worked on electric with Bill Freitag and implementing changes to spreadsheets to get them in line with new procedures. She worked on finishing the CUSI sewer bill template, sending letters to property owners with unpaid taxes, and sending shutoff notices. She will be starting a project to clean up the property files.

### **Miscellaneous**

- There are only 24 unpaid property tax bills remaining. They total \$26,762.33.
- The Village received \$65,595.68 in sales tax funds from the county for the 2<sup>nd</sup> quarter, which is up from \$63,077.22 last year.
- We have three individuals who will be doing community service with us in the next month.
- There has been a lot of activity in the park in recent weeks. The Ricky Hoyt Memorial Car show was on July 29<sup>th</sup>. Liberty Pumps had their summer picnic last weekend. The pavilions have been rented every weekend this summer.

## CEO/ZEO

Number of Inspections	14
Number of Building Permits Issued	1
Number of Building C.O / C.O Issued	1
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	2
Number of Appearance Tickets Issued	0
Number of Fire Inspections	3

- Working with Planning Board on sign language.

### **Historian**

The power point show was given at Clarendon on July 19 as scheduled. The subject was "Joseph A. Santens, taxidermist, Bergen connection". About 40 people attended. Two of my cousins, sisters, attended. Their mom was a Page and grew-up having the Santens as near-by neighbors. One was from Byron and the other Lockport. It pleased me to think they would attend. Their mom would take them to the Rochester Museum and Science Center to witness the wonderful work of Santens so they were very familiar with the subject. A thunderous applause followed the talk. An elderly man made his way to me and exclaimed he had met Santens at one point when Santens visited Kodak.

I have been communicating with Barb (Blue) and Bill Caruthers about his family in Bergen. I expect them to be here on Aug. 4<sup>th</sup> at 10:30 am for a morning meeting and possible outing in the Cemeteries of Brockport and Bergen. Please note: They had tried to contact the town historian for a year. Phone calls and emails were never answered. I am happy they tried the village office and I responded the same day. I also used [Ancestry.com](http://Ancestry.com) which aided my search greatly.

### **Privilege of the Floor**

None

### **Trustee Concerns**

Trustee Almquist suggested that signs be placed at each end of Park View Drive so people know there is a back entrance to the park there.

Trustee Donovan said that the Black Creek Watershed Committee will be hosting an event at some point to discuss the watershed maintenance plan.

Trustee VanEenwyk would like the village to hide painted rocks around the village as many communities have done. She suggests the Park Committee could be involved. She also stated that next year the kids at the summer recreation program could do community service, specifically the memorial garden in Hickory Park.

### **New Business**

#### **Spring Street Right of Way**

Bob Patterson and Jay Whipple discussed with the Board their issues with the end of Spring Street. The right of way doesn't follow the road evenly and some of it is within Mr. Whipple's building. They asked that the Board shift the right of way to follow the road. Mr Whipple agreed to allow the right of way on his property on the other side of the street.

A motion was made by Trustee Almquist and seconded by Trustee Fedele to allow the Village Attorney to commence research on moving the right of way. The motion was carried by the following vote:

Trustee Vickie Almquist - Aye  
 Trustee Kevin Donovan - Aye  
 Trustee Robert Fedele - Aye  
 Trustee Emily VanEenwyk - Abstain

#### **Electric Depreciation Reserve**

Administrator Gale discussed the Depreciation Reserve in the electric fund with the Board. The funds in the account are set aside each year for capital purchases. He suggested that funds be transferred from the reserve to help with cash flow issues. The reserve would be replenished with funds from the Appltree Acres Project PILOT. When the balance in the electric fund is reestablished the reserve funds will be moved back.

A motion to move the balance of the Depreciation Reserve to the electric fund balance was made by Trustee VanEenwyk and seconded by Trustee Fedele. The motion was carried by a unanimous vote.

### **Gilliam Grant Funding**

The Village Board discussed releasing funds to support Gilliam Grant Community Center. The Board would like to review information on how the money is spent and to have an agreement in place before releasing the funds.

### **Waste Water Treatment Plant Proposal**

The Town of Bergen is interested in discussing moving their transfer station to the Village's waste water treatment plant (WWTP) property. After discussion the Board felt that it wouldn't be an option, primarily due to the Department of Environmental Conservation guide lines and how it may affect the WWTP.

### **Old Business**

#### **Employee Application to Carry Firearms**

A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to approve the application of Christopher Fay to carry firearms on Village property. The motion was carried by a unanimous vote.

#### **Comprehensive Plan**

The Village Board reviewed the final section of the Comprehensive Plan, Historical Resources.

#### **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 8:53pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator