

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on September 13th, 2017**

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

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

Also present were: Village Administrator Cortney Gale and DPW Supervisor Gary Zawodzinski.

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 23rd, 2017 was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- All paperwork for the reimbursement of the \$100,000 in funding of the Sage Pavilion Project through DASNY was mailed out. Thank you to everyone who pulled all the materials together.
- Work is continuing for the application for the \$50,000 NYSERDA grant after our designation as a Clean Energy Community. Nick Booher is working with Falcone Electric for an estimate to convert village owned buildings to LED, I am working on estimates for a charging station in the village. **(DUE DATE: OCTOBER 13, 2017)**
- We received an invitation to apply for funding support from GRO1000 (Miracle Gro) after I submitted a progress report with pictures of our community garden.
- Emily VanEenwyk and I put together a grant request for \$450 in additional funds for the current fiscal year (2017) summer recreation program. . The request was submitted to the Genesee County Youth Bureau.

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.

Sage Pavilion

- Plans are being put in place for the open house, September 28, 4-7pm.
- I have completed a rough draft of the reservation form for the pavilion, it will be sent to our attorney.

Senior Appreciation Day

- I am continuing to work on announcements, sign-up forms, calling and scheduling vendors, setting the brunch menu and entertainment for the October 28th event at the Sage Pavilion.

Leadership Genesee

- The theme for the August 23 meeting was Outdoor Leadership Challenge, it was held at the Hough YMCA Camp in Silver Springs.

Administrator's

Electric/Sewer

- Electric bills were due September 12th. There were no shut offs this month.
- Sewer bills were due August 30th.
- I have contacted the Bank of Castile regarding financing for the new Bucket Truck; they asked that we pass a resolution with financing information. The resolution is on the agenda.

Office

- The Public Service Commission Annual Report has been submitted and received.
- We are still waiting on EFPR Solutions to finish their review of the Annual Update Document.
- Deputy Clerk Barb Zinter completed the bank reconciliation, regular journal entries, and sales tax filing. Barb has worked tirelessly with both accountants to bring the 2016-2017 fiscal year to a close, once we get the OK from Bob Fox she can finish. Barb is the primary person working on this and has done a wonderful job.
- Deputy Treasurer Rene Vurraro has been working on the Sign Law, yearly Public Service Commission reconciliation, accounts receivables, sending accounts to collections, as well as labeling and organizing the scans of sewer maps.
- Our attorney, Mark Boylan, has reviewed the Sign Law and has found no issues. I gave the Board a copy to review, if there are no changes we will schedule a public hearing, if it passes we then send it to the County Planning Board for their review.
- Mr. Boylan is also working on the changes to the Spring Street right of way.

Katzen Building

- The Lacy Katzen Building was purchased recently by Eric Stein, who Ken Kuter has been working closely with. The roof is being repaired and work is commencing on the inside.
- Eric Stein would like us to put up a barrier by his building so cars in our parking lot do not hit his building, I researched options and discussed with the Mayor.

Miscellaneous

- There are only 23 unpaid property tax bills remaining. They total \$25,809.16.
- We had a community service worker helping in the office this week she is a graphic artist so I put her to work creating a promotional brochure for the Sage Pavilion. She also scanned sewer maps and put light bulbs in bags.
- Working with Scott Gillett of American Custom Engraving to create a plaque for the Sage Pavilion.
- Sewer Operator Chris Fay gave a tour of the Waste Water Treatment Plant to the Gilliam Grant Lego League Team, a group of 10 3rd through 6th graders on August 31st. They are doing a project on water.
- We are continuing to do well with people signing up for auto payment deduction and payment portal usage. I had the bank increase our daily limit to \$6000 last month, as we were exceeding the set limit of \$5000. This month we've exceeded \$6,000!
- The Mayor and I talked to GCEDC about a possible Solar Farm in the industrial park, they submitted a proposal. We also talked to a company that puts our financial info on a website, they cost too much and they weren't set up to understand our electric.

DPW Supervisor's Report

DPW and Parks

The last few months have been very busy and this continues. Sage Pavilion is still coming along; we have been working on the outside and the plan is to have it complete by September 28.

Electric

The linemen have been working on Sage Pavilion, other issues as they arise and mowing. Nick and Joe covered the WWTP over the weekend and Monday and did a great job.

WWTP

Last week due to tragic circumstances Chris was off and Bruce had scheduled vacation. Bruce and Chris are busy pumping septic tanks. There are still about 20 left. A.D. Call has had truck breakdowns and their availability has been spotty at best. The tanks not being completed is due to this and not a lack of trying on the guy's part. Composting has begun and we need to install exhaust fans to alleviate the buildup of heat and off gasses. We may need to remix the compost pile with additional chips to get the temperature up to where it needs to be. This is our first attempt and we expected some learning as we progress.

We now have an issues log; this is a log of issues and concerns from residents, the Mayor, Board etc. If you have any issues you can let Barb, Rene, and Cortney or myself know, we will add it to the spreadsheet and track resolution.

Privilege of the Floor

None

Trustee Concerns

Trustee Donovan noticed there is a hole on Gates Street that may go through to the culvert. Mr. Zawodzinski will investigate.

Trustee VanEenwyk was asked by a resident why there is stone around the utility poles that were replaced on Lake Avenue instead of dirt and grass. Mr. Zawodzinski will inquire.

New Business

Proposed Sign Law

The Board received a copy of the proposed sign law from the Planning Board to review. It will be discussed at the September 27th meeting and if no changes are required, a public hearing will be scheduled.

Resolution 9 of 2017

RESOLUTION 09-2017

Financing of the Purchase of Bucket Truck

WHEREAS, the Board of Trustees of the Village of Bergen, New York, has approved the purchase of a new bucket truck, not to exceed \$250,000 to be used to maintain and repair electric infrastructure, and WHEREAS, the Board of Trustees has determined that financing the vehicle is financially favorable to the Village, and

WHEREAS, the Board has authorized Mayor Anna Marie Barclay and Administrator Cortney Gale to seek financing for up to Ten (10) years and sign such documents required to secure such financing, and WHEREAS, the Board has authorized Mayor Anna Marie Barclay and Administrator Cortney Gale to pledge collateral that is required to secure financing, and

NOW THEREFORE BE IT RESOLVED, the Trustees of the Village of Bergen, New York resolve to purchase through financing a Bucket Truck and task Mayor Anna Marie Barclay and Administrator Cortney Gale to secure the financing.

A motion to approve Resolution 9 of 2017 was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote.

Leadership Genesee Candidates

Mayor Barclay took part in Leadership Genesee this year and asked the Board to consider if they would like to participate next year.

Old Business

Gilliam Grant Funding

Mayor Barclay met with John Prospero and Peggy Swapceinski from Gilliam Grant about funding. They will attend the October 11th meeting to present to the Board.

Joint Town/Village Board Meeting Agenda

The Board discussed the upcoming joint meeting on September 27th and what items to have on the agenda.

Sage Pavilion Reservation Document

The Mayor reviewed the Sage Pavilion Reservation Document with the Board who suggested a few changes.

A motion was made by Trustee Almquist and seconded by Trustee VanEenwyk to approve the Sage Pavilion Reservation Document with bullet point 2 of section C removed. The motion was carried by a unanimous vote.

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 8:05pm

Respectfully submitted,

Cortney W. Gale
Village Administrator