

**Work Session and Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
5:30pm on February 14th, 2018**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 5:30pm with the following present:

Trustee Vickie Almquist
Trustee Kevin Donovan
Trustee Robert Fedele

Trustee Emily VanEenwyk was absent

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

Executive Session:

A motion was made by Trustee Fedele and seconded by Trustee Donovan to enter executive session at 5:35pm. The motion was carried by a unanimous vote.

A motion was made by Trustee Donovan and seconded by Trustee Fedele to exit executive session at 5:50pm. The motion was carried by a unanimous vote.

Work Session:

The board worked on the proposed 2018-2019 General and Sewer budgets with Mr. Gale and Zawodzinski.

Regular Meeting:

At 7:00pm Mayor Barclay proceeded with the Regular Meeting of the Village Board of Trustees.

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 January 24th, 2018 was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

Mayor's Report

Farmers Market

- The Farmers Market committee will meet Feb. 19th to discuss the 2018 market. It was decided that the committee will run the market this season, but will actively seek someone to manage the market. I am drawing up vendor agreements which will be submitted to the town, village, and BBCA for approval.

NYSERDA

- I received an email today from NYSERDA to advise that our proposal submitted on behalf of the **Village of Bergen** under solicitation PON 3298 Clean Energy Communities has been reviewed by NYSERDA.
- As a result of the review, NYSERDA is interested in further pursuing our proposal. NYSERDA's project team will work with us on a scope of work, budget, and schedule for performing the work. The grant

award is conditioned upon acceptance of requests for minor modifications to the project scope, including certain minimum performance requirements, to ensure that NYSERDA program goals are met.

Veteran Memorial and Hickory Park Entrance

- Tom Williamson, Legion Commander, and I have been meeting to plan the new Veteran's Memorial, this has extended to meetings with Eric Wies (Clark Paterson Lee) and Gary Zawodzinski. The Landscape Design Team at Clark Patterson Lee has submitted the donated designs for the installation area of the monument, and the design for the changes in the entrance to Hickory Park. The designs have been accepted, fundraising has begun, and arrangements for the village to assist in the project landscape, etc are in process.

Town Parks Master Plan

- The town has invited the village board to attend a public hearing for their Parks Master Plan on February 27th. A copy of the draft has been sent to you and the park committee for input.

Meetings, etc.

- Office Carpeting – K D Carpet has measured the office area and board room to replace the deteriorating carpet with heavy duty carpet tiles. The board room cost \$1990.72, office space \$4965.94. The price includes carpet, adhesive, and labor. Carpet removal - \$600.00.
- Wednesday meetings with Cortney Gale and Gary Zawodzinski for weekly updates. We have been reviewing general and sewer budgets in preparation for the budget meeting.
- George Mc Nerney, Field Director for Congressman Chris Collins, will meet with Supervisor Haywood and me to discuss the issues and events in the Town and Village of Bergen. Congressman Collins is interested in maintaining a strong working relationship with the towns in his district and this meeting would be a great way to do so.
- It has been determined that the Village of Bergen will not be included in the county water agreement, however that is not the case for the Town of Bergen. I attended the public informational meeting held at the Sage Pavilion 2/13. Legislator Bausch gave background information; this was followed by a question and answer period. The town board has tabled the issue.
- The fire department annual banquet will be held March 24th, Gary Mielke and Carl Pocock celebrating 50 years of service.

Administrator's

Electric/Sewer

- Electric bills were due yesterday February 13th. There were 62 shut off letters sent which resulted in 14 shutoff "door knockers". A second round of emergency HEAP opened which should help some people.
- The sewer bills were mailed February 1st and will be due March 2nd.
- The old bucket truck was put on the Auctions International website and sold for \$32,700. We are very happy with the price. The regular auction we take equipment to gave us an estimate of \$20,000. The Truck was picked up by the new owner on February 9th.
- The payment for the new bucket truck continued to be difficult with the finance company not putting the information together I sent them and getting the payment out. It should be all taken care of at this point
- Gary, Rene, Bruce, Chris and I met with Jim Newcomb of Bonduelle and his eventual replacement Bob Fratangelo to discuss what type of material they are sending into our sewer system and if it is truly pretreated. We also needed to know the location of the lines that come into their septic tank. We also discussed the property sale and he has been pushing for us but he's not sure what's going to happen at this point.

Refuse/ Sewer Bids

- The current refuse contract with Boon & Sons expires on May 31st, 2018. I am working on the bid documents and have it ready to send out next week. The bid opening would most likely be set for March 23rd.

- The bid for sewer tank pumping was advertised on February 9th. The bid opening is scheduled for March 16th.

Office

- Deputy Clerk Barb Zinter finished re-typing the Village Zoning Law so the Planning Board can have a manipulatable copy to review. She has participated in webinars for NYS Retirement, Enterprise Funds (electric accounting), and replacing the CYMA accounting software. Barb would like to send a request to all our vendors to fill out and return a W-9 for our records. She reconciled bank statements and is re-writing some of the Sage Pavilion promotional pamphlet.
- Deputy Treasurer Rene Vurraro has been working on end of month reporting, sewer billing, and reporting for the 2017 Industrial Economic Development Plan Program compliance report for Liberty Pumps expansion. Rene worked on the Sage Pavilion promotional pamphlet and sending out shut off notices. She is billing companies who are attached to our poles per the pole agreements and reviewing the associated price.

Election

- Everything is on track for the March 20th election. I need to contact the Election Inspectors to make sure they are available. In March there is one more notice to publish and the County will send us the registered voter list.
- I did not receive any independent nominating petitions; the due date was February 13th.

Miscellaneous

- The back apartment is vacant. Gary and Kirk have been doing some minor renovations and it should be ready to advertise this week. I plan on asking \$650.
- I completed and submitted the NYCOM Annual Wage Survey as well as the Genesee County Hazard Mitigation worksheet with Gary's help.

DPW Supervisor's Report

DPW/Parks

- In Sage Pavilion the barn door and capacity signs are now installed
- In Sage Pavilion, the old original window was put up as a decoration, we want to have mementos/historic items put up in the vestibule area if anyone has items or suggestions
- New signs for the Community Garden and Hickory Park are complete as well as the Disc Golf sign repainted in the Green and gold colors, these will be installed in the spring.
- We have confined space gear that we will no longer use and will be selling it on Auctions International.
- As you know, we have had a number of issues with the Sterling dump truck; we have received numerous quotes under contract pricing and would like Village Board approval to purchase the new dump/plow truck. Cost is \$199,000, down from the original estimate of \$240,000. In order to get the truck in time for the next plow season, we need to get the order in this week as the factory build times are moving farther out as others put in their orders. Anna Marie, Cortney and I have reviewed the budget and the plan is to use this year's CHIPS allotment of \$20,000, resale of Sterling at \$20,000 and \$60,000 from road work to cover \$100,000, the rest would be financed and we would reduce the road work budget by \$22,000 for the next 5 years to cover this financing.

Electric

- The linemen have worked on winter snow removal
- Infrared Scanning of the lines for hot spots has been ongoing, this is for finding problem spots
- Additional tree trimming is ongoing
- The old Bucket truck sold for \$32,700 more than the anticipated \$20,000

Waste Water Treatment Plant

- Composting of our first large pile is complete, final lab samples have been submitted
- UV disinfection samples have been sent out to determine size and scope of system if a UV disinfection unit needs to be installed. There is a possibility the MBR units may be achieving the 2020 discharge limits for fecal Coliform. This will be part of our new grant for disinfection and these costs are covered under the planning grant.
- We have received a number of quotes for replacement of discharge pump failure; we will reduce costs by completing most of the installation in house. Total cost is about \$6,000.
- In discussing infiltration issues, we have implemented a tank/site inspection for all buildings and septic tanks as tank pumping is accomplished. We will be looking for connections from sump pumps and downspouts to our sewer lines. If this is observed we will send a letter to the owner to disconnect these to comply with local ordinances.
- We have modified the Septic Tank pumping schedule to make this geographically compatible, this way we can easily identify which areas are being maintained and operationally easier to complete.
- Cortney has completed a bid for septic tank pumping to comply with purchasing requirements.

Historian

I have been struggling with the window sign for "Will Davy Wagon Shop". After a visit from his grandson, Jack Loghry, in early November, Jack was able and willing to provide me with many family photos. The final presentation is in the front windows for inspection.

I have handed-in my annual report to the State Historian, Devin Lander.

Diane Donley called to thank me for the story on the "Fisk's". She has always lived on LeRoy St. and knew the Fisk family well. She remarked on the happy-go-lucky attitude Merton possessed as he whistled his way around Bergen.

Privilege of the Floor

None

Trustee Concerns

None

New Business

Byron-Bergen Public Library Request

The library sent a letter requesting an increase in funding, from \$1,000 a year to \$1,500. The board discussed the request and agreed to the increase. The increase will be part of the proposed budget.

Bergen Fire Department

Resolution 8 of 2018

Fire Department Public Hearing

RESOLVED, that the undersigned members of the Village Board of the Village of Bergen, Genesee County, New York upon reading the Appointment of Hearing Officer executed by Anna Marie Barclay, Mayor dated February 14, 2018; the Notice of Public Hearing published on February 19, 2018 in the *Batavia Daily News* and the Report of Hearing Officer dated March 6, 2018 for the Public Hearing held on March 6, 2018 at 7:00 p.m.; hereby approve the "Approval of Borrowing" attached hereto and further direct that the Mayor of the Village of Bergen execute such "Approval of Borrowing" on behalf of the Village Board.

A motion was made by Trustee Fedele and seconded by Trustee Almquist to approve resolution 8 of 2018. The motion was carried by a unanimous vote.

Appointment of Hearing Officer

A motion was made by Mayor Barclay and seconded by Trustee Almquist to appoint Eric Wies, President of the Bergen Fire Department as Hearing officer for the department. The motion was carried by a unanimous vote.

Approval of Borrowing

A motion was made by Mayor Barclay and seconded by Trustee Almquist to approve the borrowing and the issuance of an obligation by the Bergen Fire Department. The motion was carried by a unanimous vote.

Sign Permit Fee

A motion was made by Trustee Fedele and seconded by Trustee Almquist to increase the sign permit fee to \$50. The motion was carried by a unanimous vote.

Office Carpet

A motion was made by Trustee Almquist and seconded by Trustee Fedele to replace the carpet in the Village Office. The motion was carried by a unanimous vote.

Old Business

None

Adjournment

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

The meeting was adjourned at 8:15pm

Respectfully submitted,

Cortney W. Gale
Village Administrator