

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on Wednesday October 11<sup>th</sup>, 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, Greg Hallock, John Prospero, Peggy Swapceinski, and Gina Lathan.

**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 September 27<sup>th</sup>, 2017 was made by Trustee VanEenwyk and seconded by Trustee Donovan. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- I have completed and submitted the NYSERDA grant application, the total costs of the Village of Bergen Clean Energy Project proposal through NYSERDA is \$67,620.41. The actual contribution from NYSERDA would be \$50,000 with \$17,620.41 coming from the village in the form of linemen salaries for the installation of the new electric fixtures for LED lighting in all village owned buildings, the installation of the EV charging station, and \$6,500 investment in an electric vehicle. . Total annual savings to the village due to the electric portion of the project will be \$3,670 with a decrease of 3091 kWh. The annual gasoline savings will be \$2,547 with a decrease of 36.91 metric ton of greenhouse gas emissions with the purchase of an all electric vehicle.
- Bergen EPG grant #56745Village of Bergen Wastewater Treatment Plant Phosphorous Reduction grant report related to the phosphorus study at the WWTP, including an evaluation of the sludge will be finalized by Eric Wies so that the grant can be closed out. The village is also on a funding list for the collection system study which includes upgrades to the pump stations and replacement of the membranes at the WWTP.

**Sage Pavilion**

- The Sage Pavilion Open House was a great success; thank you to everyone who helped put it together.
- The two events that were held in the pavilion over the weekend of Oct 1<sup>st</sup> went over very well. Feedback from both families was very positive and helpful to improve the reservation process and the set up/cleanup process.

**Senior Appreciation Day**

- Fourteen organizations have signed on to set up information tables in the Sage Pavilion on October 28<sup>th</sup>. We have 29 folks signed up to attend.

### **Leadership Genesee**

- Applications for the 2018 class are due by the end of October if anyone would like to attend.
- I have been meeting with a planning group for a presentation on “We the People” October 25<sup>th</sup>.

### **County Water Agreement**

- Vickie Almquist, Kevin Donovan, and I attended the Informational Water Agreement Re-negotiation Meeting on Oct 4 in Batavia. We were given background information on the plan, current and future water needs for the county, current and proposed water line maps, etc. Don Cunningham has invited the village board to the Oct 24<sup>th</sup> Town Board meeting where county representatives will discuss water agreements.

### **Contractor**

- Cortney and I met with Ronald Long, a contractor who is working on building patio homes, etc in the Village of Corfu. We discussed possible locations for homes in the village and surrounding properties, opportunities and supports from the village. The conversation will continue.

## **Administrator’s**

### **Electric**

- Electric bills were due on October 10<sup>th</sup>. Shut off notices were sent to delinquent customers. The electric rate this month is 9.4¢ per kWh down slightly from 9.5¢ last year.
- I have decided to use Key Bank for the financing of the bucket truck. The terms will be \$229,773 at 3.01% with 7 yearly payments of \$35,811.86. The truck is scheduled for delivery the end of next week.
- Rene Vurraro and Barb Zinter will be attending the Municipal Electric Utility Association (MEUA) Accounting Workshop on October 18<sup>th</sup> and 19<sup>th</sup> in Syracuse.
- Joe Chimino and I will be attending the New York Municipal Power Agency Semi-Annual Meeting on October 25<sup>th</sup> in Syracuse.

### **Website**

- Our website went down early last week. Brian Becker and the sites creator Jim Kane have been working to completely restore it. The site host updated to a new server and that’s where the problems began our software is older and not completely compatible. The site looks ok for users but the backend is a mess, I can’t add content.
- I have discussed moving the site to a better host as well as making it so mobile devices can view it properly with the Board previously, I think now is the time to do that. Mr. Kane is willing to split the cost into two fiscal years. The reformatting of the website for viewing on mobile devices is basically creating a whole new website.

### **Office**

- I’m happy to announce that the Annual Update Document was submitted on Thursday, October 5<sup>th</sup>.
- Accountant Bob Fox will be attending the October 25<sup>th</sup> board meeting to discuss the 2016-2017 Fiscal year.
- Deputy Clerk Barb Zinter has been reformatting the Zoning Law from PDF to a workable Microsoft Word document. She is working on closing the fiscal year in the accounting system and filing documents. She will be working on reconciling bank statements, and completing the Federal 941 and State 45 reports.
- Deputy Treasurer Rene Vurraro has been working on aged receivables which are in great shape (we are owed very little) making recommended changes to the proposed Sign Law, reviewing customer’s budget billings and updating reports for accountant Bill Freitag.

### **Miscellaneous**

- We are down to 10 unpaid tax bills totaling \$16,702.26. The last day to receive payments is October 31<sup>st</sup> after that date they are sent to the County along with unpaid town sewer rents to be placed on the County tax bill.
- Due to not meeting the mandatory publishing deadline for public hearings, we must reschedule the hearing that was scheduled for tonight to Wednesday October 25<sup>th</sup> at 6:45pm. The hearing will be posted in the Batavia Daily News on October 18<sup>th</sup>.

### **DPW Supervisor's Report**

#### **DPW and Parks**

Sage Pavilion is OPEN! The Ribbon cutting ceremony was a great success.

The sign for the Rose Garden Bowl has been installed on the Totem Pole of signs.

Fall cleanup and winter preparation is well underway. We will be ordering road salt soon to be prepared. Planters and hanging baskets have been picked up and put away for the season. The fountain has been shut down for the season. We still need to organize after the work on the Sage pavilion and an inventory of all our equipment will be completed for the Board before the end of the year.

#### **Electric**

This past Sunday the linemen, with help from Spencerport and Churchville, installed a new large transformer for the Fire Department and Town Offices. This required a lot of planning and coordination and went well. The linemen have started tree trimming and clearing. There is some major cutting and trimming near all the power lines that they will get cleaned up before winter.

#### **WWTP**

Bruce and Chris have finished pumping septic tanks. A composting exhaust fan has been installed to alleviate the buildup of heat and off gasses. The compost pile was remixed with additional chips to get the temperature up to where it needs to be. A water collection system has been installed on the pad at the rear of the composting building in order to comply with NYSDEC permit requirements. The debris area has been organized and cleaned up in preparation for annual leaf pick up.

### **Privilege of the Floor**

None

### **Trustee Concerns**

Trustee Almquist suggested placing flower boxes for greenery next to the building located at 16 N Lake Ave and the municipal parking lot instead of metal posts.

Trustee Donovan would like to set up a tour of the Waste Water Treatment Plant.

Mayor Barclay discussed the upcoming Tree Lighting Ceremony and the Community Garden.

### **New Business**

#### **Gilliam Grant Community Center – John Prospero and Peggy Swapceinski**

John Prospero and Peggy Swapceinski presented the Board with financial information and discussed their programs. They addressed the center's financial situation and how important donations and funding are to them.

#### **Genesee Orleans Regional Arts Council – Greg Hallock**

Greg Hallock, the director of the Genesee Orleans Regional Arts Council (Go Art!) gave a presentation to the Board on the many programs that are available through Go Art and what his plans are for the future.

#### **America's Best Communities High School Curriculum**

Trustees Almquist and VanEenwyk attended a meeting to discuss the curriculum created with funds from America's Best Communities project. The program will be for seniors in the LeRoy and Byron-Bergen School Districts and may be rolled out to other schools in the future.

### **Genesee County Tourism Magazine**

The Board discussed organizing and paying for a page in the Genesee County Tourism Magazine and decided to decline participation at this time.

### **Old Business**

#### **Public Hearing**

A public hearing scheduled for the current meeting, October 11<sup>th</sup>, 2017, needed to be rescheduled.

A motion was made by Trustee Almquist and seconded by Trustee VanEenwyk to schedule the public hearing for the proposed sign law for October 25<sup>th</sup>, 2017 at 6:45pm in the village board room. 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 9:00pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator