

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on February 22<sup>nd</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 Almquist  
Trustee Donovan  
Trustee Fedele

Trustee VanEenwyk was absent

Also present were: Village Administrator Cortney Gale, and Nick Booher

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of February 8<sup>th</sup> 2017 was made by Trustee Almquist and seconded by Trustee Fedele. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- The application for GRO1000 Gardens and Green Spaces *Grant Awards Program* for funds toward expenses for the Community Garden ( through Miracle Grow) has been completed and submitted.
- Ken Kuter, Vickie and I attended the Energy Code Enforcement Training on Friday, 2/10 as one of the 10 High Impact Actions toward becoming a Clean Energy Community. We received information on energy code building plan review and inspection, services available to code enforcement officers, and energy code compliance. We reviewed aspects of the checklist to be used, and how the process works.
- I am working on the application (CFA) for funding of the Unified Solar Permit process for the Clean Energy Community program.

**Union Negotiations**

- Kevin Donovan and I met Feb. 15 with union reps and union employees to continue contract negotiations. Another meeting is scheduled for Feb. 23<sup>rd</sup>.

**Leadership Genesee**

- LG all day meeting was held Feb. 22, topic was "Our Business- Our Economics" in Genesee County.

**BBCA**

- Park Festival committee meeting held Feb. 20<sup>th</sup>; arrangements are in place for bands, fireworks, chicken barbecue, etc.
- The directory listings were reviewed at the organization's meeting on Feb. 20<sup>th</sup>. Materials will be sent to printer, prototype should be ready to review at March meeting.

**Other meetings attended, Etc.**

- Patrick McGee, BB HS principal, sent compliments to Bob Fedele for his participation in the School Safety Audit.
- Researched decorative lighting options for Sage Pavilion

### Administrator's

#### **Electric/Sewer**

- Electric bills will be mailed on February 24<sup>th</sup> and are due March 14<sup>th</sup>. If you have anything to add to the newsletter please email it to Barb right away.
- The Renewable Energy Credit (RECs) and Zero Energy Credit (ZECs) letter was mailed out last week. We have had little response from customers. This month's bill was supposed to include RECs but since it was only \$14 we received permission from the PSC to wait to add it until next month with the ZECs.
- The PPAC is only 7.2¢ per kWh this month, which is the lowest since 2007.
- We are still working out the possibility of adding a line on the bills for RECs and ZECs. Massena has developed a spreadsheet that makes it very easy to separate the costs but still report to the PSC correctly. We are talking with CUSI to see if it would work in the billing system.
- I have yet to hear from GCEDC about the PIF.
- Last meeting I shared a proposal from Bill Freitag of BST accountants to review our electric books and processes. Is this something the board would like to move forward with?
- Sewer bills were sent out February 1<sup>st</sup> and are due March 2<sup>nd</sup>.
- I met with Yvonne Tucker from NY Rural Water Association who helped set me up so that we can submit sewer reports (DMR) online to the DEC.

#### **Office**

- We have been working to put the information together to be reimbursed the second half of the sewer collection system study grant.
- Rene ran a report and discovered that 449 individuals have used our online payment portal at least to look at their account. There are 670 electric customers so I think 449 is pretty amazing!
- Our accounts receivable (what people owe us) in electric is now only \$86.21. That number is a little deceiving because it includes customers that have a credit.
- Barb has participated in webinars for the Unified Solar Permit and Local Sales Taxes – 2016 Annual and Longer-Term Trends, Planning for Green Infrastructure, Energy Code Enforcement Training, and Clean Energy Communities – Benchmarking.

#### **Clean Energy Communities**

- Both resolutions for the Clean Energy Communities were submitted last week. However, the Solar Permit was rejected until we get approval for the \$2,500 grant.
- I submitted the spreadsheet of the streetlights we upgraded to LED to the CEC website.
- Rene has learned to navigate the Benchmarking website and has started inputting information. The gas bill for the new sewer building was only \$144 this month. Maybe we should look into heating the main sewer building with gas as well.

#### **Miscellaneous**

- Brian Becker set up the camera it is up and running in Gary's office looking onto Buffalo Street. I ordered two computers and a monitor. One computer is for Ray's office so we can use the camera in that office to get a better shot, the other and monitor is for the sewer plant so they can submit the DMR report.

**DPW and Parks**

Work on the Sage pavilion is ongoing and is where the main efforts of all employees are centered. We have another issue that was brought up by the Village Building Inspector, this time it is electrical. Joe Chimino is meeting with him tomorrow, Thursday to figure out how we satisfy this issue. Once we have a resolution, rough electric can be finished and we will be on to wall insulation and drywall. This week's mild weather has allowed Pro Construction to complete most of the outdoor concrete; this allows us to install the outside doors. There is one small issue with the front overhang area. The Water Authority's 16 inch main runs close to the building and we will be inside their easement. I have been working with them; they will be sending an agreement that if the main fails in this area they are not responsible for the damage. This will require the Mayor's signature and then filing with the County Clerk. The Millworks has cut us a new sign that will replace the current Disc Golf sign. It will be painted and finished and will be installed with the building completion.

I have worked on the budget with Cortney and believe we are complete with General and WWTP at this time.

**Electric**

The Lineman have been completing inventory of street lights for Cortney and have been working on the electrical and other support at the Sage Pavilion. They have met with the contractor for injecting the lines and we are awaiting the estimate.

**WWTP**

We are awaiting the screw press delivery, I have been in contact with Koester and BDP (the manufacturer) and they are having an issue with a part. It seems it has been sent to them twice and has not met specifications. Hopefully, three times is a charm and they conveyed we are first on their list.

I received a phone call from the NYSDEC regarding last year's submittal of a planning grant. It seems any entity can have only two grants out at a time. I contacted Eric Wies, he completed the submittal and it is with Cortney's for final submittal. This should close one of the two grants and we will resubmit last year's. I conveyed to Eric that we are done with the other grant and we should close it out as soon as possible, as well. I have enrolled in the waste water operators classes at Buffalo State; this is included in the 2016-2017 budget, with a small portion coming from 2017-2018 budget.

**Historian**

This has been a non-productive month. I have been side-tracked by a continuous cold that is, just now, fading. The highlight of this month is addressing the Catholic Seniors on Feb 16. It was a group of about 12 people. I spoke on, "THRESHING", specifically Guy Montgomery. This came in before [Ancestry.com](http://Ancestry.com) and after the purchase of it. I presented both stories. I answered many questions and as I talked I noticed the faces lighting-up. It seems many helped their fathers with the process and the memories brought many smiles. The threshers were fed by the farmer's wife with at least one hearty meal at noon. Many threshers liked going to some farms because of the wonderful food and turned down working on other farms because of the horrible food.

Other work on [Ancestry.com](http://Ancestry.com) has continued. I will be working with ladies from Clarendon to ready a slide show for July of "Mirage meets 50 South Lake Ave".

**Privilege of the Floor**

None

**Trustee Concerns**

**Trustee Almquist** – Attended informational session about housing and finance programs through USDA.

**Trustee Donovan** – Reported that the picnic tables in the back pavilion were stacked like a pyramid and was worried they would fall on someone.

**New Business**

**Bucket Truck Replacement**

Lineman Nick Booher discussed replacing the Village's bucket truck. The truck is 14 years old and would need to be financed. The village is planning to replace the substation on Gibson Place in five years, if we replace the bucket truck now it will be paid off before the substation payments start. We may not be able to afford the payments for both items. The truck takes 8-10 months to receive once ordered.

A motion was made by Trustee Almquist and seconded by Trustee Fedele to approve the purchase of a new bucket truck and to seek financing in the amount of \$229,000. The motion was carried by a unanimous vote.

#### **Bergen Fire Department Member Approval**

A motion was made by Trustee Fedele and seconded by Trustee Almquist to approve Adam Hixenbaugh and Isabelle Bliss as members of the Bergen Fire Department. The motion was carried by a unanimous vote.

#### **Comprehensive Plan Implementation**

Trustee Donovan discussed with the Board the plan to implement the Comprehensive Plan. He should have a draft to present to the Board at the next meeting.

#### **Joint Town/Village Meeting**

The Town and Village boards will hold a joint meeting on March 28<sup>th</sup> at the Town Hall.

#### **Electric Fund Review**

Mr. Gale discussed with the Board having Bill Frietag from BST & Co. do a review of the electric fund. Mr. Frietag is an expert in Municipal Electric accounting.

A motion was made by Mayor Barclay and seconded by Trustee Donovan to have BST & Co. review the electric fund at a cost not to exceed \$6,000. The motion was carried by a unanimous vote.

#### **Old Business**

None

The Board will meet at 6:00pm on next regular meeting on March 8<sup>th</sup> to discuss budgets

#### **Executive Session**

A motion was made by Trustee Fedele and seconded by Trustee Almquist to enter executive session to discuss the union contract negotiations. The motion was carried by a unanimous vote. The Board entered executive session at 8:40pm

A motion was made by Trustee Fedele and seconded by Trustee Almquist to exit executive session. The motion was carried by a unanimous vote. The Board entered executive session at 9:34pm

#### **Adjournment**

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

The meeting was adjourned at 9:36pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator