

**Public Hearing & Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:15pm on December 12th, 2018**

Public Hearing: Mayor Barclay opened the public hearing at 6:15pm and asked if there was anyone who would like to speak. Chris Sardou asked if there was any verbiage removed. Mayor Barclay stated there was none removed just a few sentences to clarify a section. Gary Hilbert inquired about the internally lit sign at the Legion. Mayor Barclay closed the public hearing at 6:30pm.

Regular Meeting:

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 6:30pm 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, Rene' Vurraro, Ken Kuter, Chris Sardou, Grace Gallivan, Rich Strzelecki, David Burke and Barbara Johnston.

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 November 14th, 2018 was made by Trustee Almquist and seconded by Trustee Donovan. The motion was carried by a unanimous vote.

A motion to approve the meeting minutes of November 28th, 2018 was made by Trustee Donovan and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

Mayor's Report

Grants

- The Village has been awarded a grant by the Pomeroy Foundation for a historic marker indicating the village downtown as a district on the National Register of Historic Places.
- We received the reimbursement of \$4858.52 for the purchase of gazebo installed in Ward Park.
- The Ripple Grant for the Sage Pavilion project for David Burke's painting on Plexiglas through GoArt has been approved (\$2500).

Tree Lighting

- This year's tree lighting was a great success! I have sent thank you notes to the Clauses, elementary band members, chorus members, park committee, Methodist Church, ornament makers, boy scouts, and fire department. A special thank you to our staff for all the prep work to make the event possible.

Community Holiday Luncheon

- Forty five members of the BBCA, Historical Society, and Triangle Club enjoyed a buffet meal from D&R Depot at the Sage Pavilion on Dec. 2nd. This event will continue, and hopefully grow with more organizations participating, next year.

Summer Recreation Program

- I have completed and submitted the paperwork to the Genesee County Youth Bureau for the 2019 Summer Recreation Program.

Tree City

- I have completed and submitted the application for Tree City recognition to the Arbor Day Foundation. The Village of Bergen has been recognized as a Tree City since 2012. To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying community would have a viable tree management program and that no community would be excluded because of size.

Public Works Project of the Year

- The American Public Works Association, Genesee Valley Branch, requested submissions for Projects of the Year and outstanding individuals in public works. This included any town, village, or city within our six-county region, as well as any regulatory agency, water supply agency, department of transportation, or public official. I completed and submitted the application on behalf of our Sage Pavilion Project.

Meetings, etc.

- I contacted Barb Johnston of Labella to attend the Dec. 12 board meeting to discuss Form Based Zoning.
- A request has been made to the village to allow a Federal car to be parked in the municipal parking lot during non-work hours. The paperwork was completed; a copy will remain in the office.
- Sergeant Andrew Hale meeting, 12/12 to discuss village patrols, and parking law enforcement.
- Notes are available from Wednesday morning staff meetings; topics included Bonduelle has shut down for the year, pole cards completed, charging stations installed, snow plowing assignments, equipment, vehicle replacements and repairs, holiday prep work, polymer pump replacement at WWTP, pump station rebuild on Rochester Street, furnace maintenance contract, chair replacements for Sage, etc.

Administrator's

Electric/Sewer

- Linemen Nick Booher and Matt Sluberski attended the MEUA Engineering Workshop in Syracuse December 11th and 12th.
- Mobilitie has not begun work on installing the antenna as we are still waiting for permit paperwork from them.
- I emailed the engineer for the Hank Parker Tents project in Appletree Acres and finally received a response that the owner would be in touch with me to set up a meeting. We need to determine what they will need for electric so we can order the equipment as it takes four months or more to receive transformers.
- I have been working on the Sludge Generator Disposal Permit for Monroe County and the SPEDES Permit for New York State DEC.
- Massena Electric has asked to leave the New York Municipal Power Agency. The by-laws state that they have to wait nearly two years before they are allowed to leave. It is possible that our rates will be affected by their departure.
- Shut off payments were due yesterday, eleven shut off door knockers were delivered today.

NYSERDA Grant

- Laborer Kirk Roberts has begun installing the LED fixtures purchased from the NYSERDA grant in the office and Quonset hut.
- It has been exciting to see the electric charging station being used.

Office

- Municipal Solutions will be holding an open bid for Bond Anticipation Note (BAN) for the screw press and building on January 8th. At that time the lowest bidder will be awarded the BAN after they receive my verbal approval.
- The insurance plan that the retirees are on is being discontinued. They picked a new plan through Univera which goes into effect January 1st. Retiree Joe Chimino turned 65 and is no longer on the plan.

Miscellaneous

- I registered the new plow truck so that everything is ready when it is finished. Unfortunately, now they are projecting that we'll receive it at the end of the month.
- I updated the website with a link to the Sign Law and Animal Control Law as well as upcoming dates and pictures of the tree lighting.
- I have been soliciting quotes for cleaning the office. It seems that having it cleaned twice a month will cost the same as once a month. So, it would make sense to have it done every other week.
- The new polymer pump to replace the one that broke on the screw press came in December 7th, Chris has been working to install the new one so we won't have to incur the cost of having AD Call haul sludge to Monroe County. The cost was \$2,049.30 for the last load.
- The office will be closed on December 24th, 25th, 31st and January 1st. We will also close at 12:00pm on December 21st for the Safety Meeting.

Privilege of the Floor

None

Trustee Concerns

Trustee Donovan noticed an odor from the Mill Seat Landfill and called Waste Management. Mayor Barclay received a complaint of religious solicitors trying to gain entry into resident's houses.

New Business

Form Based Zoning – Barb Johnston of Labella Associates

Barb Johnston from Labella Associates gave the Board a presentation on a new type of Zoning Law called Form Based Zoning.

Fire Department Contracts

A motion was made by Trustee Almquist and seconded by Trustee Fedele to approve the Bergen Fire Department budget and contracts to the Town of Bergen and Riga. The motion was carried by a unanimous vote.

Local Law # 3 of 2018 Amendment to Sign Law

A motion was made by Trustee Almquist and seconded by Trustee Donovan to pass Local Law #3 of 2018 an amendment to the Sign Law. The motion was carried by a unanimous vote.

Old Business

Sewer Rate Increase Proposal

Mr. Gale presented options to the Village Board on increases to quarterly sewer rates.

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 8:52pm

Respectfully submitted,

Cortney W. Gale
Village Administrator