

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on June 13th, 2018**

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 Emily VanEenwyk

Trustee Robert Fedele was absent

Also present were: Village Administrator Cortney Gale, DPW Supervisor Gary Zawodzinski, Shari Shuck, Tom Williamson, and Grace Gallivan.

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of May 9th, 2018 was made by Trustee Donovan and seconded by Trustee Almquist. The motion was carried by a unanimous vote:

Mayor's Report

Veteran Memorial and Hickory Park Entrance

- Thank you to our DPW, especially Gary Zawodzinski and Kirk Roberts, for the work done to complete the Veterans Memorial. The dedication on June 9 (Park Festival) was attended by Leg. Bausch, Assemblyman Hawley, Senator Ranzenhofer, a representative of Congressman Collins office, many current service members and veterans.
- Fifty three engraved bricks have been installed in the Honor Walk; we have orders for 12 more.

29th Park Festival

- Very successful event once again; thank you to the BBCA and all the volunteers that helped to put it on.

Community Action Day

- May 23rd, 64 Byron-Bergen 7th graders participated in the Arbor Day ceremony in Hickory Park, planted the village flower boxes, parking lot garden, village signs as a community service project. They had a tour of the WWTP, were in the park for the installation of the flag pole in the new memorial (first group to say the pledge), then played basketball, etc. before having a pizza lunch and heading back to school.

Park Committee and Bergen Community Farmers Market Committee

- Both committees met together at Hickory Park on June 11. Final plans were put in place for the start of the market, park updates, and final plans for the disc golf tournament were discussed.

Summer Recreation Program

- I interviewed and hired Sherri Schuck as the summer rec counselor for this year.
- The Youth Bureau has offered free beginning tennis lessons and a free sand art workshop which we will add to the calendar for participants.

- Registrations are being received at the office; a flyer was distributed to all elementary school students to take home along with registration forms.
- Emily VanEenwyk, Sherri Schuck, and I will meet to review assistant counselor applications; we will hire 2 for the program.

Day of Caring

- I worked with Amy Swanson from the Office for the Aging to interview and coordinate work done on 2 homes in the village for Day of Caring (5/16). Volunteers from Pathstone Corp in Batavia volunteered.

Planning/Zoning Boards

- Candidates for the Zoning Board of Appeals were invited to attend the Planning Board meeting (5/16) where Rene Vurraro, Ken Kuter, and I presented requirements and responsibilities for ZBA members. Candidates were asked to complete applications for the board and submit to mayor by June 6th. We will appoint members of the ZBA at tonight's meeting.

Meetings, etc.

- Sgt Saile requested specific calendar days to provide coverage in the village along with general coverage provided by contract.
- Nick Booher, Administrator Gale and I attended the NYMPA annual meeting in Syracuse (5/30). Agenda items included financial review, president's remarks, GM report, budget and operations report, etc.
- Barb Zinter and I attended the CFA workshop in Brockport (5/16) where grant opportunities and requirements were discussed.
- We are continuing to work with our attorney and moving forward with the Spring Street property; the Village will need to conduct a public hearing pursuant to 6-614 on the Board's motion of discontinuance of that portion of the street and sale to Jay Whipple. An appraisal has been done on the property.
- Commander Williamson, Gary Hilbert, and I planned the program for the Veterans Memorial Dedication, Cortney Gale and I put the brochure together for the event.
- Fire at 46 S Lake Ave (6/11); reports indicate an apartment in the residence, village records indicate a single family home. Ken Kuter was called to the scene as Village Fire Marshall.

Administrator's

Electric/Sewer

- There was a sewer issue at the Harford house it is very possible that their tank hasn't been pumped out for a long time. It's all set now but it was costly.
- The Mayor, Nick and I went to the NYMPA meeting in Syracuse Wednesday May 30th. It was a typical meeting with reviews of budgets and financials. The main issue is an increased push for renewable energy and a wind farm project off the shore of Long Island that will be another addition to everyone in the state's electric bill.
- Robert Wilson from Mobilitie requested to be put on the July 11th agenda to discuss putting a cellular device on the top of a utility pole on Rochester Street to help Sprint customer's reception. I contacted the MEUA to see if any other municipality has dealt with them.

Office

- We are working on closing the 2017-2018 fiscal year. Bill Freitag of BST & Co. will be in the office on July 9th and 10th to work on the electric accounts. Bob Fox of EFPR Solutions will be on call if we need him.
- There was a house fire this week at 46 South Lake Street. Village Fire Marshall Ken Kuter was on scene. It was reported that the fire started in an apartment attached to the house; we have no records of their being an apartment at that location.

- A representative from PESH (Public Employee Safety & Health) came to inspect the office on May 31st. The visit went well with only a few minor issues to take care of. A report will be coming in about a month.
- Tax Bills were sent out and we are receiving lots of payments. The bulk will come from escrow companies the last week of the month.

Miscellaneous

- Sheriff's contract was delivered, signed by the Mayor and then picked up by deputies. The rate is \$67.35 per hour plus \$32.70 for mileage (per 4-hour block).
- Post office is being paved soon; the mail box will be moved close to the street temporarily. They have agreed to give us the millings.

DPW Supervisor's Report

DPW/Parks

- The first debris pickup took the whole week and there is quite a large debris pile at the WWTP from this pickup.
- The American Legion New Veterans Memorial in Hickory Park is under construction. The flagpole base has been installed and the flag pole should be delivered and installed this week.
- Mowing has started and will be a main area of focus for the next few weeks.

Electric

- The linemen have been preparing for summer and assisting in DPW work.
- Infrared Scanning of the lines for hot spots has been ongoing; this is for finding problem spots for summer repair.
- Additional tree trimming is ongoing

Waste Water Treatment Plant

- Parts have been ordered for the spare RAS pump; this will be installed and swapped with the pump in service. This will be cleaned, preventive maintenance accomplished and ready as the spare.

Privilege of the Floor

Summer Recreation Director Shari Schuck discussed the program with the Board.

Commander of the American Legion thanked the Board for the Village's help in creating the Veterans Memorial and specifically thanked Mr. Zawodzinski for all he did.

Trustee Concerns

Trustee Donovan completed his part of the Emergency Plan but is looking for a medical coordinator. He also brought up that Monroe County Water Authority did work on Munger Street which resulted in damage to his sidewalk.

Trustee VanEenwyk verified with Mr. Zawodzinski that Lake Avenue wasn't cleaned before the Bergen Park Festival Parade because all employees were helping get the Veterans Memorial done.

New Business

Motorized Vehicles

The Mayor was approached by a number of residents about the possibility of allowing those with health issues to use golf carts on village streets or sidewalks. The Board discussed the matter and tabled it to look at the current law and consider changes.

LeRoy Property Law

Mayor Barclay gave the Board a copy of LeRoy's Vacant Property Law to review as she was contacted by a resident concerned about properties in the village. The Board will review the law but feel they are working with the current laws to improve properties.

BEEP Budget

Mr. Gale presented the Board with the 2018-2019 Bergen Energy Efficiency Budget and programs.

A motion was made by Trustee VanEenwyk and seconded by Trustee Almquist to approve the 2018-2019 Bergen Energy Efficiency Budget and programs. The motion was carried by a unanimous vote.

Zoning Board of Appeals Appointments

Mayor Barclay appointed seven members to the Zoning Board of Appeals. The member's terms will be staggered so one expires each year. The members appointed are John Schuck, John Lanphear, Joe Chimino, Fritz Rowsick, Robert Capurso, Todd Cargill, and Frank Ciaccia.

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

Old Business

21 S Lake Avenue

The Board discussed the issues at the property and decided that they're happy with the progress and will have Ken Kuter continue to work with the property owner to continue improvements.

Spring Street Property

The appraisal for the property at the end of Spring Street is completed by Shelly Falcone of Harris Wilcox Incorporated. I will submit it to the attorney so that the transaction can continue.

Adjournment

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

The meeting was adjourned at 8:10pm

Respectfully submitted,

Cortney W. Gale
Village Administrator