

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on February 13<sup>th</sup>, 2019**

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

Also present was Village Administrator Cortney Gale

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of January 9<sup>th</sup>, 2019 was made by Trustee Almquist and seconded by Trustee Fedele. The motion was carried by a unanimous vote.

**Mayor's Report**

**Grants**

- RFP's (request for proposals) have been sent to a number of firms for the task of administering the Main Street grant. This has been done following the criteria stated in the grant protocol. The deadline is Feb. 15, 2019.
- Bergen was well represented at the APWA annual awards banquet on January 31<sup>st</sup> as the village was presented with the Urban/Small Cities Public Works Project of the Year for 2018 for the Sage Pavilion Project.
- Still waiting to hear on TAP-CMAQ - DOT funded grant for sidewalk repair and replacement ( 80% funded by grant and 20% funded by the village). There is no listing as yet on the website.
- I am researching available grants for security cameras for village properties through Homeland Security. There are some opportunities through the ND (non disaster) grant applications.
- I participated in the NYMS Webinar for implementation of the grant on 1/14/19. The webinar outlined procedures for the grant administration and paperwork.
- Cortney Gale and I met with Jim Kencyk (GCEDC) to discuss opportunities the Chamber of Commerce and the council may provide to the building owners in the historic district for the Main Street Grant. We also discussed types of businesses that would be optimal for the village.
- Work is continuing on the NYSERDA grant project implementation.

**Paperwork**

- I have completed and submitted the final report for the 2018 Summer Recreation program to the GC Youth Bureau.
- Bergen Community Farmers Market – I have updated the rules document, and the vendor application document as per discussion with the farm market committee members. Rene Vurraro, Barb Zinter, Cortney Gale and I have been discussing changes to the market and ways the office staff can support the

market. Updates for new procedures and plans for the 2019 market will be discussed at the 2/13/19 village board meeting.

- In response to the Governor's proposal to eliminate AIM (Aid and Incentives for Municipalities) for towns and villages in cases where the funding accounts for less than 2 percent of the municipal budget. The Village of Bergen would lose \$9764 if this proposal is adopted. I sent a letter to Senator Ranzenhofer and Assemblyman Hawley asking they defend AIM allocations to the Village of Bergen and the other NYS villages and towns impacted by this proposal.

### **Meetings**

- Cortney Gale and I met with Joe Chimino (1/28/19) concerning the 5K race planned for June 10, 2019 in the village. The race will continue to be a fundraiser for the Kuzma scholarship, along with a fundraiser for Young Life (parachurch ministry). The folks running the race are asking for assistance from the village.
- Scott Keister from GoTToGo Electric Inc. met with Nick Booher, Matt Sluberski, Cortney Gale, Rene' Vurraro, Churchville staff members, and myself (2/8/19) to review the Itron Mobile Radio system that will be purchased for electric readings as the old reader is phased out.
- Steve Tanner of Pin Point IT met with Nick Booher, Matt Sluberski, Cortney Gale and myself (2/8/19) about security cameras for the village properties. There were a number of options discussed. One set of cameras has been ordered by the village independently to be installed by our linemen at the electric building.
- A conference call with Cypress Creek Solar, Chris Suozzi (GCEDC), Nick Booher, Cortney Gale and myself was held (2/13/19) to discuss opportunities for a solar farm to be installed either in the industrial park or on the acreage surrounding the village waste water treatment plant. We received positive feedback for the WWTP option.
- Wednesday staff meetings continue weekly.

### **Administrator's**

#### **Department of Public Works**

- Lineman Nick Booher, the Mayor, and I had a conference call with representatives from Hank Parker Tent Company regarding their electric needs for their building going into Appletree Acres on January 24<sup>th</sup>. The transformer they need has been ordered.
- There is a special meeting of the New York Municipal Electric Agency on February 26<sup>th</sup> in Syracuse to discuss Massena's secession from the organization and the repercussions.
- There has been no word from the Genesee County Sheriff's department about the three transformers that were stolen from the electric shop. The first sets of surveillance cameras have been ordered.
- I sent in the required documents to be reimbursed funds through the Consolidated Local Street and Highway Improvement Program (CHIPS). I submitted the cost of repairing catch basins, and purchasing of the plow truck and Bobcat.
- Sewer plant operator, Chris Fay and I completed and submitted the application for license to use Monroe County's sewer facility as well as the State Pollutant Discharge Elimination System (SPDES) permit application. The SPDES permit allows us to operate the Waste Water Treatment Plant.
- Linemen Nick Booher and Matt Sluberski completed their annual safety exam that is required by PESH (Public Employee Safety and Health).
- As the Board previously approved, I signed an agreement to purchase a new loader now that we have been assured by the County that we will receive sales tax through 2021.

#### **Office**

- Deputy Clerk Barb Zinter completed and mailed the W-2s and 1099s. She also completed the annual Electric Power Industry report for the Energy Information Administration and the monthly statistic report to the Bureau of Labor Statistics.

- Deputy Treasurer Rene' Vurraro is working on the Sewer Law updates/ increase as well as the purchase of the new electric meter reading system.
- We had a meeting on February 8<sup>th</sup> with Gotto Go Electric about replacing the remote meter reader. Paul Robinson and Stacy Stanton from Churchville also attended. Castile, Spencerport and Holley are also looking to replace their system.
- The Mayor, Nick Booher and I participated in a conference call this afternoon with GCEDC and Cypress Solar regarding a solar farm in Appletree Acres.
- Rene', Nick and I met with representatives from Frontier on January 14<sup>th</sup> regarding the money they owe us, they agreed to pay because they have another project in the area that they need our poles for and we wouldn't let them proceed until they pay.

#### **Miscellaneous**

- The Mayor, Nick Booher, Matt Sluberski and I met with Steve Tanner from Pin Point IT about surveillance cameras on February 8<sup>th</sup>. Mr. Tanner is putting together a quote for us.
- I talked to Bentley Brothers about our zero turn mower, to see what they would give us for trade towards a new one. The old one is currently there for repairs with an estimate of \$550.
- The PESH violations at the Quonset hut have been taken care of by Laborer Zach Kuter and approved by PESH.
- The Bond Anticipation Note for the Sewer Plant screw press and building closed on January 17<sup>th</sup>. The previous BAN was paid off the same day.
- I am working on the annual Land Use Monitoring Report for Genesee/Finger Lakes Regional Planning Council and Genesee County Hazard Mitigation Plan.

#### **Privilege of the Floor**

None

#### **Trustee Concerns**

Trustee VanEenwyk discussed that she attended City of Batavia Council meeting.

Trustee Donovan asked about moving forward with new Zoning Law format and mentioned that he had an odor in his house that was eliminated by pumping his sewer tank.

Trustee Almquist discussed the Farm Market and that village employee Kirk Roberts painted signs for the event.

#### **New Business**

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

A joint meeting with the Town of Bergen and Byron-Bergen CSD boards will be held at the Sage Pavilion on March 12<sup>th</sup> at 6:30pm.

##### **Letter from Bergen Town Supervisor**

Mayor Barclay shared a letter she received from Bergen Town Supervisor Ernie Haywood regarding the Main Street grant and award for Sage Pavilion.

##### **Fundraisers**

The Village Board discussed fundraisers that occur in the village and how much, if any, the village should support or contribute to them.

### **Fire Department Member Approval**

A motion was made by Trustee VanEenwyk and seconded by Trustee Donovan to accept the following new members of the Bergen Fire Department:

Monica Smith	Brian Ireland	Joshua Phelps	Brandon Cunningham
Sarah Howe	Stephanie Frew	Chandler Bergeron	Julia Menzie
Michael Olander	Melanie Kulikowski	Kyle DeMersman	

The motion was approved by a unanimous vote.

### **Old Business**

#### **Sewer Increase Proposal**

The board discussed the proposal to increase sewer rates. A letter will be sent out to residents with details and reasoning for the increase then an informational meeting will be held on March 6<sup>th</sup> at 7:00pm.

#### **County Sales Tax**

A letter was received from County Legislator Bob Bausch detailing the county's intention with Sales Tax distribution to Towns and Villages.

#### **Bergen Community Farmers Market**

Mayor Barclay discussed the Farm Market. It will start June 13<sup>th</sup> and run through September 26<sup>th</sup>. She is planning many events to bring people to the market and the village office staff is helping contact vendors.

#### **Adjournment**

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

The meeting was adjourned at 8:35pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator