

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on June 12<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 Almquist. The motion was carried by a unanimous vote.

**Approval of Minutes**

A motion to approve the meeting minutes of May 8<sup>th</sup>, 2019 was made by Trustee VanEenwyk and seconded by Trustee Fedele. The motion was carried by a unanimous vote.

**Mayor's Report**

**Grants**

- The reimbursement paperwork for the NYSERDA grant project has been completed, submitted, and approved. We are looking forward to receiving the \$50,000 grant award. (NYSERDA Grant)
- Seven property owners in the target area dedicated to the Main Street grant have submitted applications for projects. These projects have been submitted to the selection committee and Labella Associates for approval according to the requirements of the grant. Each of the seven project applications were approved by both. Two other property owners have discussed projects but have not yet submitted application. In Site Architecture, secured by Labella, has been working with property owners for required drawings.
- Technicolor Woodland Sunset, the painting on glass for the Sage Pavilion has been completed and installed. There will be a dedication ceremony at the Sage Pavilion at 4pm on June 20<sup>th</sup>. The community is invited. (Ripple Grant – GoArt)

**Committees**

- Unfortunately, the Bergen Community Farm Market has been cancelled; we were not able to secure a produce vendor for the market.
- Park Committee meeting was held June 5<sup>th</sup>, registration forms are online for the July 20<sup>th</sup> disc golf tournament and 2019 Community Yard Sale on August 17<sup>th</sup>. The committee is looking into a tetherball for Hickory Park and a pickleball tournament. I am continuing work on a grant for playground equipment, and the possibility of a community fundraiser. More damage was done to the equipment during the Park Festival on June 8 causing part of the equipment to be blocked off from use.
- The annual Community Action Day/Arbor Day event held on on May 22 was a great success, The 7<sup>th</sup> grade class (the same group that was here for fall clean-up, and their teachers and principal did a great

job. The Arbor Day ceremony and plantings were done at Ward Park followed by plantings throughout the village including the planter boxes. A time capsule with the names of all participants was “planted” with each tree. A big thank you to Zack Kuter for organizing the flowers and plantings, and to the rest of the staff for helping to “stage” the flowers and materials.

### **Planning Board**

- A work session is planned for June 19 with Molly B. Gaudio (Barton & Loguidice) to plan work tasks for the zoning law updates (form based). We received three applications for planning board alternates; the applicants have been invited to the session to receive an overview of the upcoming project along with the current board.

### **Meetings. Etc.**

- My research on local microbiology labs for salmonella testing for our composting process found Lozier Environmental, Inc. (Rochester, NY); this facility is recommended by the DEC.
- Several property owners have been in to discuss the application process for Main Street, I have discussed financial support for property owners with a representative from the Bank of Castile (they are willing to work with target area property owners), worked with Labella Associates, etc. .
- Cortney Gale and I met with Deputies Frieday, Stack, and Hale on May 14 to discuss village patrols for the coming year, areas of concern from the village perspective, and from the reports of deputy patrols.
- Concrete repairs were completed in Hartland Park at the former water tower location, and to the disc golf pads.
- Cortney and I participated in a Webinar on 5/15 for the Main Street grant administration process.
- Zack Kuter, Kirk Roberts, and I have been working with Justine Fritz, Byron Bergen HS art teacher, on a student project. The students are painting large wooden cutouts for the 2019 Christmas Tree Lighting.
- 30<sup>th</sup> Annual Bergen Park Festival was held June 8; we could not have asked for a better day!! Thank you to the Park Fest Committee for a job well done!!

### **Administrator's**

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

- Sewer plant operator, Chris Fay has had some issues with the Screw Press and is working through them with BDP EnviroTech. He has been unable to begin pumping septic tanks because AD Call's fields are too wet to spread waste upon. Chris met with Liberty Pumps and Village Engineer Eric Wies to discuss Liberty's chemical use and testing to ensure nothing hurtful to the plant is released into the system.
- Per the decision I have stopped pursuing the change of designation of the sewer plant to a lower level and the transportation of sludge to a certified landfill. We will continue to compost the sludge.
- The linemen continue to replace transformers; they did work for Bonduelle today and reported that due to the wet weather pea production will be down causing Bonduelle to use less power.
- I worked with staff to put together a list of projects that need to be done this summer. We will put it on a calendar and prioritize.
- We received the new loader, Bobcat Skid-Steer, and Kubota RTVs. The Ford F-350 and F-150 will be put up for auction in the coming weeks.
- The software was installed for the new meter reader. It was necessary to upgrade the computers to Windows 10. The first use of the new reader will be at the end of the month.

## **Office**

- Deputy Clerk Barb Zinter is working hard to close out the 2018-2019 fiscal year and prepare Annual Update Document and Public Service Commission (PSC) Report. Bill Freitag from accounting firm BST & Co. will be in the office July 31<sup>st</sup> and August 1<sup>st</sup>.
- Deputy Treasurer Rene' Vurraro has been working on property taxes that were sent out May 31<sup>st</sup> and preparing the new software and meter reader for use. There were no complaints with the sewer rate increase going into affect the last billing cycle.
- I am working on the three reports that need to be sent to the PSC for the Bergen Energy Efficiency Program.
- We are still working on the New York Power Authority application for Bonduelle. It was sent to the New York Power Authority May 9<sup>th</sup>. Tony Modafferi, President of the MEUA, has been assisting us.

## **Miscellaneous**

- The owner of the property located at 35 Spring Street has asked to complete the drainage project himself. He wishes the drainage to include his side yard and would like to use different methods.
- We still have concerns about the amount and level of negativity and "venting" we receive at the office. We are very professional and courteous to customers but receive flack for all sorts of different things that are not under our control.
- I assisted the BBCA with Bergen Park Festival by designing the T-Shirt and posters as well as putting up and removing balloons on the parade route.
- The Post Master of the Bergen Post Office stopped by to inform us that as of August 17<sup>th</sup> mail will be delivered from Bergen again and residents will no longer have to go to Churchville to pick up packages.

## **Privilege of the Floor**

None

## **Trustee Concerns**

Trustee Fedele stated that the Car Show at Bergen Park Festival went well.

Trustee Donovan asked when catch basins are going to be repaired and if there are plans to do road work this summer.

## **New Business**

### **First Light Fiber Pole Attachment Agreement Request**

Mr. Gale discussed the pole attachment agreement request from First Light Fiber and the changes the company would like to make to the agreement. Mr. Gale requested that an attorney review the changes and discuss keeping all the agreements the same.

A motion was made by Trustee Fedele and seconded by Trustee Donovan to have an attorney review the agreement. The motion was carried by a unanimous vote.

### **Employee Concealment Request**

A motion was made by Trustee Donovan and seconded by Trustee Fedele to approve an employee's request for permission to concealed carry on village property. The motion was carried by a unanimous vote.

## **Old Business**

None

**Executive Session requested by Mayor Barclay to discuss legal issues**

A motion was made by Trustee Fedele and seconded by Trustee Almquist to enter Executive Session at 7:30pm. The motion was carried by a unanimous vote.

A motion was made by Trustee Donovan and seconded by Trustee Fedele to exit Executive Session at 7:45pm. The motion was carried by a unanimous vote.

**Adjournment**

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

The meeting was adjourned at 7:46pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator