

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on August 14th, 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 Robert Fedele
Trustee Emily VanEenwyk

Trustee Kevin Donovan was absent

Also present were Village Administrator Cortney Gale and Village Engineer Eric Wies.

Approval of Bills

A motion to approve the bills was made by Trustee Almquist and seconded by Trustee Fedele. The motion was carried by the following vote:

Trustee Vickie Almquist - Aye
Trustee Robert Fedele - Aye
Trustee Emily VanEenwyk – Aye
Mayor Barclay - Abstain

Approval of Minutes

A motion to approve the meeting minutes of July 10th, 2019 was made by Trustee Almquist and seconded by Trustee Fedele. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- **NYSERDA** grant project – We have been notified that the grant monies, \$50,000, for the energy project should be reimbursed to the village by the end of August.
- A Clean Energy Communities Roundtable for Designated Communities is being held on Thursday, September 12th at 3pm in Pittsford.
- **Main Street** – Participating property owners met individually with Ed Flynn (LaBella) to discuss and finalize projects. The next steps for participants is to submit projects to the planning board for approval, submit bid requests to village, and schedule environmental tests as necessary.

Committees

- **Park Committee** - the July 20th disc golf tournament was a great success, thank you to Tim and Sarah Campbell for running the event along with the committee. There are 16 registered sales in the 2019 Community Yard Sale on August 17th. All participants receive packets with maps, sign, etc., and will participate in a drawing. Members of the Park Committee will be painting the playground equipment in September.

WWTP

- Cortney Gale and I met with Eric Wies to discuss WWTP issues and repairs, and to discuss funding options. This will be further discussed at the board meeting.

Summer Rec

- The 4 week program ended on August 9; daily attendance ranged from 15 to 22, program included trip to Genesee County Park, bowling, library visits, crafts, free lunches for all, etc. Another successful program.

Imagination Library

- This program has been very successful for the children of the BBSD for the past 3 years, we average 105 children receiving free books each month. Donna Gerrard and I have maintained the program and fundraising. Stephanie Burke will be taking over the program with our assistance.

Meetings. Etc.

- Congratulations to our office staff for the great job they have done on electric accounting!!!
- The trees overhanging Kaymar Dr. were trimmed as requested by camper owner.
- Several emails have been sent to Roger Caldwell (BBCS) to schedule general maintenance by the village of the wastewater pumping equipment, copies of Chemical Safety Data Sheets for the cleaning materials, etc being used and flushed into our system as precaution of impact on the system. There has been no response.
- The town supervisor has sent a copy of the draft Solar Law, the expected date for a public hearing will be August 27th.
- Emily VanEenwyk, Cortney Gale and I met to discuss summer rec program plans.
- The driveway apron to Sage Pavilion has been paved by our staff completing the paving project.
- A follow-up on the letter to express our opposition to language in the EPW bill that allows for longer or heavier tractor-trailers on any state or local roads; the U.S. Senate Environment and Public Works (EPW) Committee marked up and unanimously approved *America's Transportation Infrastructure Act of 2019* (S. 2302, there is no national truck size or weight increase included in the bill. Efforts will now focus on assuring no bigger-truck language will be included as the House Transportation and Infrastructure and Senate Commerce committees mark up their portions of the bill.
- Orders for 13 new bricks to be engraved for the Veteran's Walkway by the memorial in Hickory Park were sent. They will be installed by our staff.
- Chris Fay, Cortney Gale, and I participated in a webinar for Inductive Automation software for the WWTP.
- Our weekly staff meetings have been moved from Wednesdays to Monday mornings at 9. Please feel free to attend.
Scrap metal collection will be discontinued due to abuse of the system.

Administrator's

Department of Public Works

- Sewer plant operator, Chris Fay has been working out issues with the screw press and pumping sewer tanks. Chris also reports that the bee hive has become active again. Chris and Eric Wies are working with Liberty Pumps regarding their discharge into the sewer system.
- The linemen continue to replace transformers. There are 25 left for this year. They have installed electric for the projects in Appletree Industrial Park. Last week, with the help of Akron, they removed trees on route 19 south of route 33.
- DPW employee Zach Kuter has been maintaining parks and will be cleaning and repairing catch basins next week. Kirk Roberts has been assisting Zach and filling potholes throughout the Village.
- This was the first week brush was taken to Millseat Landfill. I spoke to Louis from BC Excavating and he will be scheduling the brush at the sewer plant to be ground.

- I contacted Lee Eichelsbacher from Suit-Cote. He plans on crack sealing the Village at the end of September.
- I contacted the Village Attorney to discuss agreements and easements for drainage work to be done on Spring and Gates Streets. DPW employees are meeting the owner of 14 Gates Street to determine if extending the drainage is possible.

Office

- Deputy Clerk Barb Zinter continues to work on the 2018-2019 fiscal year and prepare Annual Update Document and Public Service Commission (PSC) Report. She is waiting for information from the state before she can submit them. Accountant Bill Freitag’s visit went very well. She has completed the bank reconciliations through July.
- Deputy Treasurer Rene’ Vurraro has been filing and organizing the archive room. She prepared bills for Board review and sent letters to property owners who haven’t paid their taxes yet. Taxes that are not paid by October 31st are sent to the county.
- To date we have received 95% of property tax payments. There is only \$21,602.34 left to receive.
- I finished and submitted the three reports that are required to be sent to the Public Service Commission for the Bergen Energy Efficiency Program every year.
- The increase hydro-electric allotment for Bonduelle is still being held up by New York Power Authority. Tony Modafferi spoke to them August 2nd and he was assured that they would be in contact with me but they have not.

Miscellaneous

- I was contacted by an attorney regarding an easement that is in place for the West Sweden power line. The fifty foot easement encompasses part of a house that is being sold. A letter is needed for the closing to proceed. I have tried to contact National Grid as they lease the line from us.
- Code Enforcement Officer Ken Kuter issued an appearance ticket to the owner of 39 Buffalo Street because of the unresolved property maintenance issues. Attorney Mark Boylan will be at the hearing.
- I spoke with Dan Stahley from NYSDOT. He said CSX will be redoing our railroad crossing soon, which will shut down route 19 for 2-3 days. They will give us notice so we can inform the community.
- Chuck Malcomb from Hodgson Russ is creating a new pole attachment agreement for us to use. He has a lot of great input that we need to include to protect the Village
- We moved the weekly employee council meetings to Mondays at 9am. We would love the board to attend.

CEO/ZEO

Number of Inspections	15
Number of Building Permits Issued	2
Number of Building C.0 / C.0 Issued	2
Number of Zoning Complaints Filed	1
Number of Zoning Complaints Resolved	0
Number of Appearance Tickets Issued	1
Number of Fire Inspections	3

I have issued an appearance ticket to the property owner at 39 Buffalo Street for numerous property maintenance violations. The sheriff's department has been at the property many times for overdose issues, the current owner is incarcerated in county jail at this time, and has people residing in the house. Court date is set for 8/21/2019 @ 2:30 pm

Privilege of the Floor

None

Trustee Concerns

Trustee Almquist stated that the Library will be going through renovations and suggests the Village allow organizations to meet in the Sage Pavilion.

New Business

Sewer System Update

Village Engineer Eric Wies discussed with the Board a grant and financing opportunity for needed upgrades to the Wastewater Treatment Plant improvements. The Village may be eligible for zero percent financing and a grant that would pay twenty-five percent of the project cost. The upgrades discussed are new membranes for the treatment plant, updates to lift stations, replacing manholes and installation of Department of Environmental Conservation mandated ultra violet light disinfection system.

A motion was made by Trustee Almquist and seconded by Trustee VanEenwyk to explore the project with possible grant funding through Clean Water State Revolving Fund and Water Infrastructure Improvement Grant as well as zero percent financing from New York State Environmental Facilities Corporation and to begin the Bond process.

The motion was carried by a unanimous vote.

Resolution 8 of 2019 – MEUA Delegate

WHEREAS, the Board of Trustees of the Village of Bergen, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and

WHEREAS, the Annual Conference of the Municipal Electric Utilities Association of New York State has been called on September 10-13, 2019, to be held at Woodcliff Hotel & Spa, Fairport, NY, and,

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Cortney Gale be and is hereby designated as the accredited delegate of the Village of Bergen, New York.

A motion was made by Trustee VanEenwyk and seconded by Trustee Fedele to appoint Cortney Gale as delegate to the MEUA Annual Conference. The motion was carried by a unanimous vote.

Standard Workday Resolution

A motion was made by Trustee VanEenwyk and seconded by Trustee Fedele to approve the Standard Workday Resolution that sets the regular work hours for the Code Enforcement Officer for retirement reporting purposes. The motion was carried by a unanimous vote.

Proposed Local Law

The Board discussed a proposed law that would allow appointed municipal officers to live outside the village.

Traffic Study

The Board discussed the Route 19 and 33 intersection and the four lane road between there and Route 490. There are many concerns about traffic safety in that area. The Board agreed to set forth a resolution and ask the New York State Department of Transportation to perform a study.

RESOLUTION 9 of 2019

Mayor and Board of Trustees Approving a Letter be Written to New York Department of Transportation Requesting that a Traffic Study be Conducted.

WHEREAS, the Board of Trustees of the Village of Bergen are concerned about traffic safety in the corridor between the intersection of Routes 19 and 33; and where Route 490 exit 2 merges onto Route 33; and

WHEREAS, the Village believes that a thorough evaluation of that area be conducted that would specifically consider driver safety; and

WHEREAS, the Village finds that this resolution will promote the health, safety and welfare of the Village; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Bergen requests that the New York State Department of Transportation conducts a traffic study in order to determine what measures should be taken to ensure the safety of drivers in the community.

MAY IT FURTHER BE RESOLVED, that the Board of Trustees of the Village of Bergen orders a letter be written to the New York State Department of Transportation requesting a Traffic Study.

A motion was made by Trustee Almquist and seconded by Trustee Fedele to approve Resolution 9 of 2019 asking the NYS DOT to perform a traffic study on the area of Routes 19 and 33. The motion was passed by a unanimous vote.

Old Business

Labor Supervisor

The Board discussed creating the position of Labor Supervisor for the Department of Public Works. The position would oversee the non-union labor and direct maintenance work.

A motion was made by Trustee Fedele and seconded by Trustee VanEenwyk to approve the position of Labor Supervisor and provide that title to Zachary Kuter. The motion carried by the following vote:

- Trustee Vickie Almquist - Nay
- Trustee Robert Fedele - Aye
- Trustee Emily VanEenwyk – Aye
- Mayor Barclay - Aye

Property Electric Shut Off/Turn on Fee

Mayor Barclay informed the Board of the Village’s ability per Public Service Commission rules to charge customers a fee for turning their power back on after it is disconnected due to non-payment. The Board decided that the fee should be charged.

Property Maintenance

The Board discussed the properties around the village that have property maintenance issues.

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 8:19pm

Respectfully submitted,

Cortney W. Gale
Village Administrator