

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on January 8th, 2020**

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: 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 December 11th, 2019 was made by Trustee Almquist and seconded by Trustee Donovan. The motion was carried by a unanimous vote.

Mayor's Report

Grants

- **Main Street** – Paper work for the project at 23 N Lake has been approved so that the project can begin.
- Progress continues on the projects in the form of architectural drawings, and SHPO approvals.
- Zack Kuter and I are working on design and budget for the Streetscape portion of the grant; village parking lot on Main St. (planter boxes, raised library box, etc.). I have received quotes for façade lighting, and waiting for signage quotes. Meetings with property owners will follow.
- We have been notified that Village of Bergen has been awarded a WIIA (NYS Water Infrastructure Improvement Act) grant of \$256,250 for the Collection System Improvements project. We have signed and submitted the acknowledgement and acceptance document. A tentative timeline for the project is: submission of project plans and specifications for review and approval 04/1/20, advertisement 6/1/20, construction start 8/1/20, construction completion 10/2/21.

Committees/Boards

- **Park Committee** – No January meeting, next meeting will be February 5.
- **Planning Board** – Carolyn Walker was sworn in as a planning board alternate on January 6th. The next Planning Board meeting is January 15th 7:00 pm at Sage Pavilion; business meeting followed by the Zoning code update meeting.

WWTP

- I have been in contact with Eric Wies, village engineer, concerning temperature impact on the WWTP and possible solutions. A meeting will be scheduled with Nick Bayer (Clark Paterson Lee), Chris Fay, Cortney, and myself to discuss winter impacts on the plant.

Pet Issues

- There has been an increase in complaints over dog owners allowing their pets to defecate in village parks and on sidewalks without properly disposing of the waste. The village provides stations in all parks to

assist with the process. Carpenter Park, the flower bed in the municipal lot behind the Tulley Building, and downtown sidewalks have been particularly problematic. Carpenter Park, and the other areas have been cleaned, new signs and cameras have been installed to determine offenders. The local law allows for seizure of animals if the problem continues.

Meetings, Etc.

- I had the privilege of performing a wedding on December 26th at the gazebo in Ward Park.
- The format of the weekly staff meetings will change; a full group meeting on Monday morning at 9am will alternate with a department meeting every other Monday.
- The Byron Bergen Imagination Library sent out its 4000th book in December!
- I am working with Pat McGee (Byron Bergen High School principal) on the New York State Conference of Mayors (NYCOM) eighth grade student statewide essay contest addressing the topic, "If I Were Mayor, I Would..." This essay contest received tremendous feedback in the last three years with close to 100 participating schools and more than 2,000 essays submitted.
- Sixty two events took place at the Sage Pavilion in 2019. Reservations are already on the books for 2020.

Administrator's

Sewer

- The sale of the Bond Anticipation Note (BAN) for the Waste Water Sewer Plant composting facility was held on January 2nd. Greene County Commercial won with a rate of 1.59%, followed by Roosevelt and Cross with 2.25% and Oppenhiemer at 2.625%.
- The membranes for the Sewer Plant have been ordered at a cost of \$150,851. It will take up to six months to receive them.
- I spoke to the Chief Operator of the LeRoy Sewer Plant about being our back-up operator. He is interested and we will talk more now that the holidays are over.

DPW

- DPW employees have been removing Christmas decorations, including trees from Ward Park. The artificial trees we used this year will be stored in the DPW shop. There were a lot of organizations that did not take their decorations. We will keep them for a couple weeks to see if they want them.
- Residential trees will be picked up throughout this week.

Electric

- I received the "Bargain and Deed" for the closing of the Bonduelle property. I do not have a date yet but it should be soon.
- The Linemen have been working on their shop and doing maintenance on equipment.

Office

- Deputy Clerk Barb Zinter reconciled the bank statements and filed the regular reports. She is working on end of calendar year reports and documents, including 1099s and W-2s. She has also updated the payroll system with new tax information and health insurance rates.
- Deputy Treasurer Rene' Vurraro continues to organize the archive room and other files in the office. She has signed up for five webinars about electronic archiving that we will all participate in.
- I have received the 2021 and 2020 Teamster Union health insurance rates and have applied them to the budget.

Miscellaneous

- I have been in contact with our insurance company and attorney regarding 38 North Lake Avenue. We wanted to make sure the village did not have any liability before the seller enters the property.
- Fire Department contracts for 2020 have been signed by and distributed to all parties.
- There was a complaint filed on 21 South Lake Avenue regarding too many unregistered vehicles. I sent an email to the owner of the property who responded that he is no longer the owner. We contacted the

assessor’s office who still has the individual listed as owner. We will investigate further with the county before responding to the individual.

Privilege of the Floor

None

Trustee Concerns

None

New Business

Resolution 1 of 2020

**Designation of Polling Place
and Time for March 2020 General Village Elections**

WHEREAS the Village will hold regular elections in the year 2020 on March 18th for the positions of two (2) trustees, all for a four year term each ending on March 31, 2024, and

WHEREAS the Village has a single election district,

IT IS HEREBY RESOLVED that the polling place will be the Village Hall, located in the Village Board Room at 11 North Lake Avenue for said elections, and

IT IS FURTHER RESOLVED that elections will be held from 12:00pm to 9:00p.m. on said date.

A motion was made by Trustee VanEenwyk and seconded by Trustee Fedele to approve Resolution 1-2020 Designation of Polling Place for the March 18, 2020 General Village Election. The motion was carried by a unanimous vote.

Resolution 2 of 2020

**Setting of Election Inspector Commissions
for March 2020 General Village Elections**

WHEREAS the Village will hold regular elections in the year 2020 on March 18th thereof for the positions of two Trustees, all for a four year term, each ending on March 31, 2024, and

WHEREAS the Village has a single election district and requires four election inspectors, and

WHEREAS the Village Board of Trustees has selected, Grace Gallivan, Karen Manners, Connie Fiedler, and Virginia Adams as election inspectors, and

WHEREAS the Village Board of Trustees has selected Connie Fiedler as Chairperson, and

IT IS HEREBY RESOLVED that the election inspectors will be paid a fee of \$100.00.

A motion was made by Trustee Almquist and seconded by Trustee Donovan to approve Resolution 2 of 2020. The motion was carried by a unanimous vote.

Resolution 3 of 2020

**Abolishing Registration Day
for March 2020 General Village Elections**

WHEREAS the Village will hold regular elections in the year 2020 on March 18th for the positions of two trustees for a four year term each ending on March 31, 2024, and

WHEREAS voters may register with the County Board of Elections ten (10) days prior to the Village Election to ensure eligibility,

IT IS HEREBY RESOLVED that the Board of Trustees of the Village of Bergen abolishes Registration Day for said election and all that follow until which time this resolution is appealed.

A motion was made by Trustee Donovan and seconded by Trustee Fedele to approve Resolution 3 of 2020 Abolishing the Village Registration Day for the March 18th, 2020 General Village Election. The motion was carried by a unanimous vote.

Resolution 4 of 2020

**Designation of Date
for March 2020 General Village Elections**

WHEREAS the Village will hold regular elections in the year 2020 on March 18th, 2020 for the positions of two (2) trustees, all for a four year term each ending on March 31, 2024, and

WHEREAS Election Law 15-120 (8) states “In any village in which the village election is scheduled to be held on the third Tuesday of March, for any year in which the seventeenth day of March shall fall on such Tuesday, the board of trustees shall provide, by the resolution, that such election shall be held on the eighteenth day of March.”

IT IS HEREBY RESOLVED that the date for the village election will be Wednesday, March 18th, 2020 for said elections

A motion was made by Trustee Fedele and seconded by Trustee VanEenwyk to approve Resolution 4 of 2020 Designation of Election Date for the March 18th, 2020 General Village Election. The motion was carried by a unanimous vote.

Old Business
NONE

Executive Session

Executive Session was requested by Mayor Barclay to discuss Teamster Union negotiations. A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to enter executive session at 7:10pm. The motion was carried by a unanimous vote.

A motion was made by Trustee Almquist and seconded by Trustee Fedele to exit executive session at 7:40pm. The motion was carried by a unanimous vote.

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 7:40pm

Respectfully submitted,

Cortney W. Gale
Village Administrator