

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on June 10th, 2020 via Conference Call**

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 May 13th 2020 was made by Trustee Almquist and seconded by Trustee Fedele. The motion was carried by a unanimous vote.

Mayor

Grants

- **Main Street** – Work has progressed on the projects at 23 N Lake Ave (Morgan’s Place) and 16 N Lake Ave (B.A. Photography), and 10 S Lake Ave. The project at 12 S Lake Ave has gone through and accepted a contract bid, and the project at 23-25 N Lake Ave is having their designer update plans for the façade to address concerns, and to then include residential improvements. OSHA has approved the Streetscape project which will get underway after permits are secured.
- **FEMA** – The *Covid-19 Meals Delivery Program* will be ending with the final meal delivery on June 24th. Since March 27th an average of 270 meals have been delivered weekly to the residents of the Bergen Community. The efforts of Dawn Brinson and her volunteers at the Methodist Church, and Father Matthew Phelan and his volunteers at Our Lady of Mercy, the delivery crew of Kathy Fink, Norm and Sandy Pawlak, village staff (Nick Booher, Zach Kuter, Kirk Roberts, Matt Sluberski), office support (Cortney Gale, Rene Vurraro, Barb Zinter), and list keeper (David Barclay) the program could not have happened. I will be completing the necessary paperwork over the next couple of weeks to insure village reimbursement for expenditures.

Committees/Boards

- **Park Committee/Tree Board** – On hold
- **Planning Board** –At the remote meeting held Wednesday, May 20th John Steinmetz and Molly Gaudioso of Barton & Loguidice worked with planning board members, Kevin Donovan, and myself on Zoning Code updates. The June 17 meeting will focus on Main Street Streetscape and other permit requests.

2020 CENSUS

- Enumerators will be going out to homes in the next few weeks to encourage submission of CENSUS information; funding over the next 10 years depends on the input of county residents. A per person funding of \$30,000 over 10 years depends on Census participation.

NYPA

- On July 30, 2019, the Board of Trustees of the Power Authority of the State of New York (NYPA), approved the final form of a contract for the sale of preference hydropower allocations to fifty-one Municipal Electric Utilities and Rural Electric Cooperative systems. The agreement authorizes the sale of Preference Power for an extended term through September 1, 2040. After much board discussion, meetings with Tony Modafferi MEUA Executive Director, and approval by the village board, the agreement has been signed and submitted.

COVID-19

- Staff is back full time following all necessary protocols.
- I continue to be updated on ever changing information throughout the pandemic; I have participated in weekly Saturday morning county partnership calls with Genesee county leadership and department heads, town supervisors, village mayors. Full reports from the Finger Lakes region, of which Genesee County is a part, are shared.
- A weekly meeting with the school superintendent, town supervisor, librarian, fire department, Gillam Grant, and me updates everyone involved in where each is in COVID related issues.
- Our State of Emergency in the village ends on June 13th.
- Thank you to Barb Zinter, Bob and Judy Fedele, and Supervisor for help with the mask and hand sanitizer distribution on May 16th.

Speed signs on Route 262

- I approached Tim Hens, Genesee County Highway Superintendent, and Superintendent Haywood to support reintroducing speed signs on Route 262 between Buffalo Street Extension and Route 19. The county, town, and village will be requesting a speed limit study by the NYDOT.

Staff Meeting – The first social distanced staff meeting was held Monday, June 8 with the following summaries shared:

- **WWTP** - septic tanks being pumped, general maintenance being done on the plant, composting work being done, preparations being made to put a conduit between the plant buildings, work done at 45 N lake to remove tree roots interfering with septic lines, assisted with sewer related issue at 16 Emily Court.
- **DPW** – Spring clean up around the village, mowing, brush pick-up being done. The storm drain grate on Spring Street has been replaced. A limited number of flower boxes were planted and placed downtown, in Carpenter Park, and Ward Park to brighten up the village. The roof ventilation and repair project was completed on the Tulley roof.
- **Electric** – Security cameras up and running, meter testing, inventory, digger truck repair, Rose Garden wire service and meter box repaired, work at electric property

Etc.

- The GC Legislature voted to rescind the 2018-2019 resolution to make sales tax sharing payments to towns and villages after the GAM resolution was presented. This impacts all town and village budgets in Genesee County.
- Working with a resident complaint with regards to a village business; I have contacted the business and am waiting to hear back.
- I have been working on a resident complaint concerning a sewer issue; I have followed up with a pumping report from AD Call, discussion with the home owner, and Chris Fay.
- Working with the town Supervisor and the office staff on a possible shared services agreement for bookkeeping and payroll.
- Cortney Gale and I attended the 23rd Annual NYMPA Conference via Webex on May 27th.
- Union negotiations have been completed; a one year contract has been signed.
- Emily VanEenwyck and I met to discuss a possible path forward for the summer recreation program.
- I have been working with *School Lunch Manager Mary Della Penna to put together a lunch distribution plan for students in and surrounding the village.*

- Received a call concerning the number of recreational vehicles in resident yards along with other vehicles, and safety concerns for 4 wheelers in village streets; following up on that.
- Budget meetings with Cortney Gale to make reductions due to loss of revenue.
- Thank you to our staff the great job that has been done throughout the COVID-19 State of Emergency, and continue to do as we move forward through the smart re-start!!

Administrator

Sewer

- Plant Operator Chris Fay reports that the sewer plant is running well and he is using the screw press every day that he is at the plant.
- We are required by our NYS DEC Sewer Permit to meet certain Phosphorus levels from May to October. Chris began treating for phosphorus in April to ensure he met the levels in May. He received a compliment from DEC official Luke Scannell for the low levels.
- Chris has been pumping 3 sewer tanks a day and will continue to do so until they are finished.

DPW

- The new Kubota mower arrived last week. It was paid for out of the 2019-2020 budget.
- I have contacted Genesee County Social Services to see if we can use the same worker they supplied last summer to help with mowing and general grounds maintenance.

Electric

- As you may have seen in the bills the cost of “Historic Fixed Price Transmission Congestion Charges” (HFPTCC) are still very high from what we are used to. For many years we paid \$859.16, but the past two years it increased to \$14,443.
- I was contacted by Town Highway Superintendent Mike Johnson about replacing seven street lights for them in the industrial park. They would pay for the light and we would install them.

Office

- I submitted the Constitutional Tax Limit form and Tax Cap calculation to the State after speaking with them about our budget issues. They are compiling information regarding municipality’s financial situations so I provided them with what they needed.
- We are all happy to be back in the office every day. The office is open to customers by appointment. There haven’t been any issues with people paying their bills by mail, putting them in the drop box or paying on line.
- Property Tax payments are coming in everyday and we may receive the bulk of the escrow payments early this year.
- Barb is working on the beginning stages of closing the 2019-2020 fiscal year. There will be more bills to put in for last year.

Miscellaneous

- NYS DOT will begin milling on June 17th and paving June 22nd at Route 33 from Route 237 to Monroe County Line. Route 33A from Route 33 turn off to 800’ to the east of Brew Road and Route 19 just south of Route 33 intersection to Route 262.
- No new information on the village election at this point all we know is that will be on September 15th. Absentee ballots are available to people who do not wish to vote in person.
- A representative from the Teamsters’ Union will be coming on June 26th to audit our insurance payments.
- I contacted attorney Mark Boylan to see if he has heard anything from Bonduelle. He has not, and will reach out to them again. I also talked to Mark about Frontier Communications’ bankruptcy proceedings. Since they do not owe us anything at this time there’s nothing we need to do. However, they haven’t paid their electric bill and are on the shutoff list.

- Mayor Barclay and I will meet with David Boon of Casella Waste Management on Friday; Casella would like to change the date of refuse pick up to Tuesday. The trucks would be coming out of Batavia instead of Chili and would have the ability to pick up both garbage and recycling at the same time eliminating their need to make two trips through the village.
- A renter has put in his notice that he is leaving on June 30th. There is someone already interested in the apartment. All renters are up to date on their rent.

Privilege of the Floor

None

Trustee Concerns

Trustee VanEenwyk asked if building permits were being issued and asked if residents could “adopt” a flower box to put in their neighborhood. Mayor Barclay said that permits were being issued and adopting a flower box would be a good idea.

New Business

Resolution 7 of 2020

Approval of Borrowing for the Bergen Fire Department

RESOLVED, that the undersigned members of the Village Board of the Village of Bergen, Genesee County, New York upon reading the Appointment of Hearing Officer dated May 13, 2020; the Notice of Public Hearing dated May 13, 2020 and posted on the Village of Bergen website at least 7 days prior to the hearing; and the Report of Hearing Officer dated May 27, 2020 for the Public Hearing held on May 27, 2020 at 7:00 p.m.; hereby approve the "Approval of Borrowing" attached hereto and further direct that the Mayor of the Village of Bergen execute such "Approval of Borrowing" on behalf of the Village Board.

A motion was made by Trustee Donovan and seconded by Trustee Fedele. The motion was passed by a unanimous vote.

NOTE: Resolution 8 of 2020 was passed at the May 13th 2020 Board meeting.

Resolution 9 of 2020

**APPROVAL OF AGREEMENT FOR THE SALE OF NIAGARA PROJECT
WHOLESALE POWER AND ENERGY**

BE IT RESOLVED, that the Village of Bergen hereby approves the execution of the AGREEMENT FOR THE SALE OF NIAGARA PROJECT WHOLESALE POWER AND ENERGY

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

Resolution 10 of 2020

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 Route 262 and Route 19 and Route 262 and Buffalo Street Extention; and **WHEREAS**, the Village believes that a thorough evaluation of that area be conducted that would specifically consider speed and 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 Donovan to approve the resolution. The motion was carried by a unanimous vote.

Bergen Energy Efficiency Program

Mr. Gale presented the Bergen Energy Efficiency Program budget for the 2020-2021 Fiscal Year.

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

Budget Adjustments

Due to Genesee County not sharing sales tax revenue with Towns and Villages it has become necessary to make changes to the 2020-2021 General and Sewer budgets. Below are the budget adjustments.

General Fund

		<u>REVENUE</u>	
<u>General Ledger #</u>	<u>GL Name</u>	<u>Budgeted \$</u>	<u>Proposed Change</u>
01.1081.00.000.00	PILOT – Electric	\$0	\$116,000
01.1120.00.000.00	Sales Tax	\$282,237.04	\$0
01.2665.00.000.00	Sales of Equipment	\$20,000.00	\$0
01.2770.00.000.00	Unclassified Revenue	\$6,000.00	\$3,000.00

		<u>Appropriations</u>	
<u>General Ledger #</u>	<u>GL Name</u>	<u>Budgeted \$</u>	<u>Proposed Change</u>
01.1010.04	Village Board CE	\$1,000.00	\$500.00
01.1210.04	Mayor CE	\$600.00	\$500.00
01.1230.04	Administrator CE	\$2,000.00	\$500

01.1230.01	Administrator PS	\$16,316.07	\$9,789.64
01.1640.02	General Garage EQ	\$40,000.00	\$0
01.1910.04	Insurance	\$10,130.92	\$11,070.06
01.1990.04	Contingency	\$29,889.24	\$20,974.13
01.3120.04	Police & Constable	\$13,500.00	\$0
01.5110.04	Street Maintenance	\$140,000.00	\$48,408.96
01.5410.04	Sidewalks	\$20,000.00	\$5,000.00
01.7110.01	Parks PS	\$34,463.00	\$27,050.80
01.7510.01	Historian PS	\$1,500.00	\$0
01.7510.04	Historian CE	\$500.00	\$0
01.8030.04	Grant Writer	\$2,000.00	\$0
01.8510.04	Community Beautification	\$3,500.00	\$1,000.00
01.9010.08	State Retirement	\$21,687.60	\$19,837.83
01.9030.08	Social Security	\$16,121.94	\$15,534.42
01.9040.08	Workers Comp	\$7,376.32	\$6,180.16
01.9089.08	Medical Insurance	\$19,894.24	\$16,863.22

The General budget has been reduced from \$835,201.13 to 642,817.13 totaling \$192,384.00

A motion was made by Trustee Fedele and seconded by Trustee Almquist to approve the budget adjustments. The motion was carried by a unanimous vote.

Town of Bergen Payroll and Book Keeping

Mayor Barclay and Mr. Gale discussed the opportunity to provide payroll and book keeping services to the Town of Bergen as their current book keeper has resigned. The Town would pay the Village for the services which would provide an additional revenue stream to the Village. After discussion the Board agreed to pursue an agreement with the Town.

Old Business

COVID – 19 Update

Mayor Barclay updated the Board on the newest information from the State and County relating to COVID-19 as well as her weekly conference call with the Town and School.

Summer Recreation Program

Mayor Barclay discussed the Summer Recreation Program and the many regulations that will need be followed if it occurs. The Board discussed it in length and decided to wait to make a decision until PAUSE Phase 4 information is released.

Brush Pick Up

Mayor Barclay reviewed the Brush Pick Up Policy with the Board and shared a number of complaints and unreasonable requests by residents.

Executive Session

Mayor Barclay requested an Executive Session to discuss Union Negotiations.

A motion was made by Trustee Fedele and seconded by Trustee Donovan to enter executive session at 8:25pm. The motion was carried by a unanimous vote.

A motion was made by Trustee Fedele and seconded by Trustee VanEenwyk to exit executive session at 8:29pm. 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 8:30pm

Respectfully submitted,

Cortney W. Gale
Village Administrator