

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on December 13th, 2020**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 6:30pm with the following present:

Trustee Joseph Chimino
Trustee Kevin Donovan
Trustee Paul Robinson
Trustee Emily VanEenwyk

Also present: Village Administrator Cortney Gale

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of November 10th, 2020 was made by Trustee VanEenwyk and seconded by Trustee Robinson. The motion was carried by a unanimous vote.

Mayor

Grants

- **Main Street** - Signlanguage has installed signs on 16 N Lake, 10 and 12 S Lake as part of the Streetscape portion of the Main Street Grant. The sidewalk library has been installed in Zuber Park, and the planter boxes, which will be installed next spring, are complete. The sidewalk grates have been prepared for the installation. The building at 23-25 N Lake will have its façade and interior work started after the holidays. Labella is working with NYS to secure an extension through April 2021 for work completion on this project. I am investigating grant options for a main street anchor building project as well as one for the municipal parking lot. I have been working with Labella and Associates throughout the grant administration process, they have been available and supportive.
- **FEMA** –The village is still waiting for FEMA reimbursement for our COVID project.

Committees/Boards

- **Planning Board** – Work continues on the zoning law updates; the committee met on November 18 reviewing previous articles, working on additional district and use regulations and planned unit development districts. The December 2nd meeting focused on off street parking, loading and accessibility, landscaping and screening, and non-residential design. The plan forward is to discuss application procedures, and administration and enforcement. The project is finishing up with the committee hoping to present a draft to the Village Board by the end of January.
We have regretfully accepted the resignation of Heather Painting from the planning board and want to thank her for her participation and hard work during her time on the planning board.
- **Park Committee/Tree Board** – I have completed and submitted the application to the Arbor Day Foundation for continued recognition of the village as a Tree City.

Traffic/Safety

- I have been working with Sergeant Hale (Genesee County) on traffic issues; this month focusing on parking violations in the village. He met with Cortney Gale and me on Dec. 7 to finalize plans for enforcing village parking laws. Daily patrols in the village will tag vehicles illegally parked, tickets will be given on second offense. The parking signs posted in the village have been inventoried.
- We are still in line for the county speed sign to be set up in the village. (spring)

COVID-19

- Governor Cuomo has extended the State of Emergency until January 1, 2021, Genesee County remains under a State of Emergency. All county meetings are remote.
- “Partnership Calls” on 12/05 - with county officials, town supervisors, and village mayors – a free testing site has opened at the Emergency Management Training Facility on Tuesdays and Thursdays from 1-4pm, schools are doing well overall maintaining protocols, (staff under quarantine cannot work which is a problem), looking at 170,000 vaccine doses for NYS but not in GC until spring, morgue capacity is being addressed, increase number of complaints coming into sheriff concerning compliance issues, GC should have color designation due to numbers.

Meetings, ETC

- I have been working with Supervisor Haywood on options for shared services between the town and village.
- Cortney Gale and I have been working on the NYS Public Employer Health Emergency Planning document, I have asked village employees for input on the plan. Plans need to be completed in January (state required document to be completed by municipalities in preparation for another pandemic type emergency).
- Attended the December 19 GAM meeting where GCEDC gave updates on the industrial parks, businesses, overall economic growth in Genesee County. There are currently 71 active PILOT projects in the county.
- I have been working with Chris Suozzi and Steve Hyde (GCEDC) concerning Main Street and housing opportunities in the village.
- Contacted the village attorney concerning the Bonduelle property purchase.
- Worked with village engineer Eric Wies for a letter and survey to be sent to businesses attached to our Wastewater system to determine whether or not they are in compliance with village sewer laws, and to determine safety of materials coming to WWTP.
- Weekly staff meetings are going well; weekly progress and plans are discussed. We are in the process of developing a project calendar for next year. Met with Nick Booher, Matt Sluberski, Cortney Gale to discuss proposed digger derrick purchase.
- Working with representatives of group developing chicken proposal.
- There have been issues that our CEO/ZEO has addressed at Little Guppies Day Care.
- The tree Lighting “parade” was moved to Dec 3rd due to inclement weather; several hundred folks lined the village streets to be greeted by the Clausens, we gave out over 300 Santa treat bags to kids, trees in Ward were lit along with village decorations. Thank you to fire department and DPW staff and everyone who made the event possible.

Administrator

Sewer

- The Sludge Generator Disposal Permit Renewal for Monroe County has been completed and submitted
- I submitted the NYS DEC SPEDS Annual Flow Certification Form online.
- Plant Operator Chris Fay reports that the plant has been running well and he ran the screw press this week. He has helped me with the report mentioned previously and is working on other year end reports that he is required to submit.
- The \$310,000 Bond Anticipation Note for the composting building and screw press is maturing. We've decided to "roll it over" another year because we are expecting grant funds that will reduce the amount we will have to borrow long term. The BAN sale is December 30th.

Electric

- The Linemen borrowed Castile's truck and chipper to trim trees.
- While the Linemen were in Castile helping to install transformers the bucket truck broke down and had to be towed to Henrietta. Nick reported that it was a sensor issue with the fuel additive.
- The Governor has extended the State of Emergency through January 1st. We are still not able to shut power off to customers due to nonpayment for another month.
- I spoke with the new manager at Bonduelle. The Mayor and I are meeting with him on Friday, December 18th at 9:00am at the Village Office. Our attorney has not heard anything from Bonduelle's attorney since contacting them again.

Office

- I am finishing up the 2021-2022 budget. I am getting quotes together for equipment and fine-tuning employee hour allocations. We should probably schedule a budget meeting for January. It may have to be done via Webex.
- I have completed the renewal for our Disability Insurance through Shelter Point. The payment was in today's bills.
- The new phones have arrived and are installed. The phone numbers need to be moved over before they will be fully in use.
- Deputy Clerk Barb Zinter has completed and submitted Public Service Commission Report with assistance from accountant Bill Frietag of BST and Company. Mr. Frietag also included a financial condition report for the Board's review. Barb is progressing in her efforts to transition the town to the NYS retirement enhanced reporting system. She has completed payrolls, payables and reporting for both the Town and Village. Barb is preparing for end of calendar year work such as W-2s and 1099s.
- Deputy Treasurer Rene' Vurraro continues to work hard on the Zoning Law update hoping to get a draft to the Village Board in January. The Planning Board has meetings scheduled for December 16th and January 6th. Rene' reports that HEAP payments have arrived for this year.
- The furnace in the Board Room is not working again. I have a quote from Triple-O for \$2,150.67. I will get quotes from other companies. The units are 12 years old.
- We received a letter regarding the property located at 21 South Lake. I shared it with our attorney who said there is nothing we need to do at this time.

Privilege of the Floor

None

Trustee Concerns

Trustee VanEenwyk discussed a letter she drafted for the Board to send to the Governor.

Trustee Robinson stated that the light on the “Welcome to Bergen” sign by the Rose Garden is out.

Trustee Donovan stated that the chain and post for the gate at the back entrance of Hickory Park is broken.

New Business

Fire Department Member Approval

A motion was made by Trustee Robinson and seconded by Trustee Donovan to approve Corey Cunningham as a member of the Bergen Volunteer Fire Department. The motion was carried by a unanimous vote.

Electric Department Digger Derrick

Lineman Nick Booher discussed with the Board his request to purchase a new Digger Derrick, which is a truck that drills holes and sets utility poles.

Old Business

Chickens in the Village

The Board discussed the proposed local law allowing chickens in the Village. A public hearing was set for February 10th, 2021. The board would like the community’s opinion.

Adjournment

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

The meeting was adjourned at 8:21pm

Respectfully submitted,

Cortney W. Gale
Village Administrator