

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on January 10<sup>th</sup>, 2024**

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

Trustee Paul Robinson  
Trustee Todd Cargill

Trustee Michael Fleming was absent.  
Trustee Emily Marble resigned her position.

Also present: Village Administrator Cortney Gale

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of December 13<sup>th</sup>, 2023, was made by Trustee Cargill and seconded by Trustee Robinson. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- Empire State Development- A grant was submitted on October 27<sup>th</sup>. This grant if awarded would greatly offset the cost of our electric substation's replacement/upgrades. No response currently to report.
- Go Art Community Arts Grant (REACH)-The village has been awarded \$2,300.00 dollars to be used for three concerts to be held in Hickory Park during the 2024 summer/fall season. Thank you to Genesee-Orleans Regional Arts Council for awarding this grant to the Village of Bergen. Live music in the park, what a great way to bring the community together.
- Summer Recreation Program grant has been submitted to the county for the 2024 summer recreation program held at Hickory Park in the amount of \$3,150.00 we await notification.

**Miscellaneous**

- A new 50-year lease has been drafted by our attorney to replace the expired lease with NORTERA FOODS, who own the property where our electric department facility is located. We are waiting for NORTERA management to sign off on the lease.
- Tree and Park committee next meeting is scheduled for February 7, 2024

- PLM, the firm that is overseeing our substations upgrade, is currently performing engineering and cost analysis as well as delivery times for equipment needed for the project. I will be reporting in detail as information becomes available.
- On January 3<sup>rd</sup> Village Trustee Emily Marble resigned her position on the village board. I cannot thank Emily enough for all her years of dedicated service not only in the board room but also in her commitment to heading up the summer recreation program for the youth of Bergen to enjoy. On behalf of the entire board, we wish you and your family the very best.

#### **DPW**

- Winter operations are in full swing. I ask for some understanding in the short term as we have a new employee plowing. With any new job there is a learning curve. I assure you we are in good hands with our dedicated employees.
- Routine maintenance of buildings
- Routine maintenance of equipment

#### **SEWER**

- No mechanical issues at the plant to report currently.
- Very glad to see the newly installed natural gas generator is in service at the Gibson Place lift station.

#### **Electric**

- Linemen attended safety class on January 9<sup>th</sup> in Fairport. This is a test for qualified electrical personnel as mandated by OSHA for yearly lineman certification.

### **Administrator**

#### **Sewer**

- The generator for the Gibson Street lift station is operational. RG&E connected the gas on December 19<sup>th</sup>.
- Eric McGrain will be spending Tuesdays and Thursdays at the sewer plant this winter to get the hours he needs to take the 2A sewer exam.
- We received the compost annual inspection report from the DEC, there were no negative findings.

#### **DPW**

- The old Ford F-550 sold at auction for \$45,100. The new owner picked the vehicle up on January 8<sup>th</sup>.
- It's been a lite winter so far, but the DPW has done a good job of keeping up with the snow.
- I received a complaint regarding foliage making it difficult to see pulling onto Buffalo Road from Park View and Merriman. DOT representative Dan Stahley came out to take a look and found no issues. Dan is working part time now on Thursdays and Fridays.

#### **Electric**

- A few meters have gone bad over the last few months causing concern that all of them will start to fail. We ordered 20 to have on hand in case this happens.
- Linemen continue to GPS poles and infrastructure as well as aid with snow removal. They will begin doing infrared scans of the lines and residents' homes soon.
- The linemen were signed up for three safety classes this year. Their first one was Tuesday, January 9<sup>th</sup>.

**Office**

- Barb is working on the Annual Financial Report and the Town's Audit. She is also working with the library to get them set up as their own entity.
- The library is working on a contract for the Village to do their bookkeeping and payroll. The proposed fee the village would charge for services is \$3,750 annually.
- The Planning Board will be discussing a proposed property subdivision and home construction as well as seeing plans for a commercial development on the current Farm Market property.
- I would like to include funds in the budget this year to have an external auditor review our books. It has been a few years since our last one. The audit is favorable for our credit score through Moody's.

**Miscellaneous**

- I am working on the bids for trash removal and septic pumping. The bids should be out by the end of this week.
- Michael Bell, our IT person, and Dave Humphrey, who installed our security system, will be working together to resolve three issues that were found by our weekly computer system scan by the Department of Homeland Security.

**Code Enforcement Officer****2022 Permits**

- 83 South Lake Ave - Remodel to Apartments
- 28 North Lake -Remodel new permit 5/4/24 (2)
- 41 North Lake - Fence 1<sup>st</sup> Extension
- 12 South Lake-Separation wall 1<sup>st</sup> Extension

**2023 Permits**

- 60 South Lake Ave - Hot tub and electric service
- 62 South Lake Ave. - Verizon// Dish wireless (2)
- 11 Buffalo Road- Addition
- (41) 51 Kaymar Drive – Shed
- 1 McCabe Court- Front porch
- 2 Munger Street- Remodel
- 21 Canterbury Lane - Addition

Number of Building Permits - 11

Number of C of C's and C of O's -2

Total Number of Inspections -16

Fire Inspection - 0

**Approval of Officer Reports**

A motion was made by Trustee Robinson and seconded by Trustee Cargill to approve the officer reports. The motion was carried unanimously.

**Trustee Concerns**

Trustee Robinson stated that the lights at the top of the emergency communications tower are not working. Mayor Chimino will contact Genesee County Sherriff.

**New Business**

**Resolution 1 of 2024 – Election Polling Designation**

**WHEREAS** the Village will hold regular elections in the year 2024 on March 19<sup>th</sup> thereof for the positions of two Trustees, for a four-year term, ending on March 31, 2028, and one Trustee for a 2-year term,

**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 9:00pm on said date.

A motion was made by Trustee Robinson and seconded by Trustee Cargill to approve Resolution 1 of 2024. The motion was carried by unanimous vote.

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**Resolution 2 of 2024- Appointment of Election Inspectors**

**WHEREAS** the Village will hold a special election in the year 2024 on March 19<sup>th</sup> thereof for the positions of two Trustees, which will end on March 31, 2028, and one Trustee to fill a vacant position for two years,

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

**WHEREAS** the Village Board of Trustees has selected, Connie Fiedler, Louise Hilbert, Karen Manners, and Virginia Adams as election inspectors, with any certified Poll Worker as an alternate, 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 Cargill and seconded by Trustee Robinson to approve Resolution 2 of 2024. The motion was carried by unanimous vote.

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**Old Business**

None

**Privilege of the Floor**

None

**Executive Session**

A motion was made by Trustee Robinson and seconded by Trustee Cargill to enter executive session to discuss the Union Contract. The motion was carried by unanimous vote.

The Board entered executive session at 6:45pm

A motion was made by Trustee Robinson and seconded by Trustee Cargill to exit the executive session. The motion was carried by unanimous vote.

The Board exited executive session at 7:14pm

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**Adjournment**

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

The meeting was adjourned at 7:15pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator