

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on February 14<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 Michael Fleming  
Trustee Paul Robinson  
Trustee Todd Cargill

Also present: Village Administrator Cortney Gale and Robert Capurso.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of January 10<sup>th</sup>, 2024 was made by Trustee Robinson and seconded by Trustee Cargill. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- Empire State Development- A grant has been submitted for electric substation upgrade/replacement; we await notification. GCEDC is following up on the grant status.
- 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 season. The dates are set for June 20, July 27, and August 19. Thank you to Genesee-Orleans Regional Arts Council for awarding this grant to the Village of Bergen.
- 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. I have made a follow-up call to NORTERA on this matter and have been advised it should be finalized by the end of March.
- Tree and Park committee met on Wednesday February 07. Discussed various dates that the park will be utilized throughout the ensuing year. Friends of the Bergen Parks committee are actively seeking donations for future park upgrades. For further information please contact the village office.
- PLM, the firm that is overseeing our substations upgrade has completed the bid specifications for the transformers needed for the project. These specs will be sent to vendors for competitive bidding.
- Attended the Bergen Business and Civic meeting on January 22 Lauren Humphrey with the Genesee County Travel guide and discussion for this year's park festival were the main topics of discussion. Again, I would like to thank the BBKA for all they do for our community.
- Dog feces are again becoming a problem. I ask all pet owners to be responsible and clean up after your pets. Help keep our walkways clean and safe for the residents to use.

- Attended the Genesee County Hazard Mitigation Plan held on February 07 in Batavia. Tetra Tech is overseeing this update, and this was the kickoff meeting. They will be in contact with all the municipalities in the county for hazard mitigation input to better update the county overall plan.
- Continue to work on 2024-2025 budgets for General-Sewer-Electric Funds with administrator and board members.

#### **DPW**

- With the warmer than usual weather the workers have gotten a jump start on spring cleanup in Hickory Park.
- Routine maintenance of buildings
- Routine maintenance of equipment

#### **SEWER**

- We are still awaiting EFC approval for wastewater manhole rehabilitation, with the lift station upgrades and the installation of the backup generator at the Gibson Place location now completed the one remaining issue of infiltration of ground water into the manholes at various locations is the last item to be addressed to complete this wastewater project.

#### **Electric**

- See Administrators report.

### **Administrator**

#### **Sewer**

- The Sludge Generator Permit with Monroe County has been completed and sent in. This gives us the ability to ship waste to the Van Lare Treatment Facility if the need arises.
- Blower motor number one has been having issues. A rebuilt motor was installed with new wiring. Thanks to employees from Albion for mutual aid.
- Bid opening for sewer tank pumping is Friday at 11:00am.
- Submitted the Annual Flow Certification to DEC.

#### **DPW**

- The DPW staff took the opportunity afforded them with the nice weather to clean up Hickory Park. Picking up sticks, leaves, trimming low tree limbs and repairing benches at the baseball field.
- They are working on winter projects such as repairing the library in the woods and touching up paint in the Sage Pavilion.
- I spoke to Jeff Smith of Municipal Solutions to discuss financing of the new Digger Derrick that is expected to arrive in April. I may suggest we issue a bond this time instead of a lease.

#### **Electric**

- Linemen continue to GPS poles and infrastructure and completed 9 thermal scans of resident's homes.
- Provided mutual aid to Holley on February 7<sup>th</sup> to review the usage of a high use customer and identify resolutions.
- Set a new pole to replace an old pole on North Lake.

#### **Office**

- Barb submitted the Annual Financial Report (AFR), closed the 2022-23 fiscal year, and sent out the W-2s and 1099s for 2023.
- Rene has been organizing historical documents and pictures. She has also been working with an engineer on the plans for the proposed commercial development at the Farm Market location.
- The contract was signed to provide payroll and bookkeeping services to the library for \$3,750 a year.
- I submitted the annual Industrial Economic Development Program (IEDP) report to the New York Power Authority for Liberty Pumps.

#### **Miscellaneous**

- The bid opening for refuse pick up is March 1<sup>st</sup> at 11:00am.
- Michael Bell, our IT person, and Dave Humphrey, who installed our security system, have resolved the three issues that were found by our weekly computer system scan by the Department of Homeland Security. Homeland Security has also started scanning our website for vulnerabilities.
- Community Action Day will be held on May 9<sup>th</sup> in Hickory Park starting at 9:00am. 7<sup>th</sup> graders from Byron-Bergen will be coming to help beautify the Village.
- I participated in a SLFRF (Covid Funds) webinar on submitting this year's report which will be due in April. Instructions on completing a final report are forthcoming.
- I applied for new titles for the bucket truck and dump truck at the DMV and have received clean titles.

### **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 2<sup>nd</sup> Extension
- 12 South Lake - Separation wall 1<sup>st</sup> Extension

#### 2023 - Permits

- 60 South Lake Ave - Hot tub and electric service, Waiting for electrical inspection.
- 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

#### 2024 - Permits

- 27 North Lake Ave. - Handicap ramp

Number of Building Permits - 12

Number of C of C's and C of O's -0

Temporary CofO's-2

Total Number of Inspections -21

Fire Inspection -0

### **Approval of Officer Reports**

A motion was made by Trustee Fleming and seconded by Trustee Robinson to approve the officer reports. The motion was carried by unanimous vote.

### **Trustee Concerns**

Trustee Cargill stated that he agrees with Mayor Chimino that there are too many pet owners who are not picking up after their dogs. He also stated that there is a tree stake on the ground in front of 21 South Lake.

### **New Business**

#### **Licensing Agreement – Property Encroachment**

Mayor Chimino explained that a property is being sold on Gibson Place and the survey found that part of our electric substation fence and control house is on the property. It will be necessary to sign an agreement for the sale to continue. The Village will not be required to move anything.

\*\*\*\*\*

**Gibson Place Land Purchase Proposal**

A parcel of land between the sewer lift station and electric substation is available for purchase. Mr. Gale recommended to the Board that the land be purchased by the Village. The extra land will give them more access to the substation and currently the Village does not own the parking area/turn around at the end of the street.

A motion was made by Trustee Robinson and seconded by Trustee Fleming to begin the process of purchasing the property for an amount not to exceed \$5,000. The motion passed unanimously.

\*\*\*\*\*

**Bergen Fire Department Member Approval**

A motion was made by Trustee Fleming and seconded by Trustee Cargill to approve Abigail Raccuia as a member of the Bergen Volunteer Fire Department. The motion was passed unanimously.

\*\*\*\*\*

**2023-2024 Budget Discussion**

Mr. Gale presented the 2023-2024 General, Sewer and Electric budgets and reviewed each line item.

\*\*\*\*\*

**Executive Session**

A motion was made by Trustee Cargill and seconded by Trustee Robinson to enter executive session to discuss union negotiations. The motion carried unanimously.

The Board entered executive session at 8:00pm

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

The Board exited executive session at 8:17pm

\*\*\*\*\*

**Old Business**

**Union Contract**

A motion was made by Trustee Robinson and seconded by Trustee Cargill to approve the Union Contract as negotiated. The motion was carried by a unanimous vote.

**Vacation Time for Peter Depuy**

A motion was made by Trustee Cargill and seconded by Trustee Fleming to provide new employee Peter Depuy 5 days of vacation in his first year of employment upon union approval. The motion was carried by unanimous vote.

**Privilege of the Floor**

None

**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 8:21pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator