

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on October 9<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 Robert Capurso  
Trustee Todd Cargill  
Trustee Michael Fleming  
Trustee Bernadette Thompson

Also present: Village Administrator Cortney Gale

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of September 11<sup>th</sup> 2024 was made by Trustee Thompson and seconded by Trustee Cargill. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- The Consolidated Funding Application (CFA) Park Grant was submitted. We await notification, which will be forthcoming in January, of its award status.
- Clean Energy Communities NYSEDA Grant-The village was awarded \$10,000.00 to be used for a car charging station to be installed in the rear parking lot on Buffalo Street. The charger has been ordered and will be installed by our linemen upon its arrival.
- Fast New York Grant- Empire State Development has informed the Village of Bergen that it has been awarded a grant in the amount of \$1.26 million dollars for electric infrastructure improvements to Apple Tree Acres Corporate Park. Special recognition to Village Administrator Cortney Gale and to the Genesee County Economic Development Agency who were key players in obtaining this grant. A sincere thank you for your due diligence in acquiring this grant which will greatly reduce the financial impact on our village electric rate payers.
- Northern Borders Regional Commission Catalyst Grant-This \$1,000,000 grant application has been approved to move forward to the final round. This grant is also for electric infrastructure upgrades. Cortney is working with the assistance of NYPA staff on this project.
- NYSEDA PON 5737 Grant \$200,000. For electric infrastructure upgrades is being submitted by our Administrator with assistance of PLM engineer Mike Barrett who is overseeing our substation project.

**Miscellaneous**

- The installation of underground electric has started at Hickory Park. Our electric crew is performing all the labor involved in this project which includes primary, secondary conductors and the installation of 23 colonial lighting fixtures around the walking trail and back entrance to the park when entering

from Clinton Street. In other Hickory Park news, a survey will be going out to village residents to see if there is an interest in bringing back a Farmer's Market to the park next year.

- Joel Shepard P.E. of the NYS Department of Transportation held a web meeting to discuss the replacement of the bridge on Route 19 (North Lake Rd.) This project is anticipated to begin construction in the spring of 2026 and end in the fall of 2026. The bridge will be closed for up to 6 months. The NYSDOT posted detour will be NY33 to NY36 to NY31, approximately 15 miles adding 11 minutes travel time. Emergency services will have help if needed from the north by Churchville and Brockport F.D.'s.
- I attended FEMA's Genesee County Flood study on September 10<sup>th</sup> in Batavia.
- I attended the Municipal Electric Utilities Association (MEUA) annual conference along with New York Municipal Power Association (NYMPA) semiannual meeting held in Canandaigua on October 1-3. NYMPA oversees the procurement of the village's supplemental power requirements.
- Suit-Kote micro paved Buffalo Street and McKenzie Street on September 10<sup>th</sup> and Clinton Street on September 11<sup>th</sup>. All residents affected were notified. The project went very well with the weather cooperating very nicely.
- The contractor has informed us that sidewalk replacements around the village will begin this week.
- I met with D.O.T. officials in Henrietta to discuss speed signage on Buffalo Road. It was a very productive meeting with their staff. I provided measurements for the current signage in both the east and west directions entering the village. They are currently reviewing the data and want to make some changes along that route. They will be providing the village with locations for the installation of solar powered LED speed signs at the end of the review process.
- OXBO International is hosting a groundbreaking ceremony on October 16<sup>th</sup> in the Apple Tree Acres Corporate Park.

### Administrator

#### Sewer

- Arold has backed out of the manhole project. We are looking for a replacement and may need to put it out for bid which will delay the project further.
- One of the blower motors at the sewer plant broke down. We had the company look at it for repairs, but it would only be \$2,600 more to purchase a new one for a total cost of \$9,600. One of the variable frequency drives is also bad and will need to be replaced or refurbished. The equipment at the plant is 15 years old and at its life expectancy.
- The conference call went well with the NYS Environmental Facilities Corporation (EFC) regarding bond financing. We should get approval soon for a 50% discount on the interest rate for sewer upgrades.

#### DPW

- The DPW worked with Mike Glazier, an arborist, this week to ensure that the Cleveland Pear trees in Hickory Park are healthy and staked properly. They are also working on sealing the roof of the Tulley Building. Our seasonal mower will be done this week as he is heading south for the winter.
- I am currently processing the reimbursement for road work through the CHIPS program and will submit it as soon as the Suit-Kote payment clears.

#### Electric

- I'm pleased to share that our grant application for \$1,260,000 has been approved by Empire State Development for the Fast-NY Grant supporting the electric substation project. It's very exciting news for the village and the \$3,195,000 substation project.
- In more good news, our pre-application for the Northern Borders Regional Commission Catalyst grant has been approved to move forward to the final round. The final application, for \$1,000,000, is due on October 18th. Additionally, I'm working on the NYSERDA PON 5737 grant for \$200,000, which I hope to submit by the end of the week.

- On September 16th, Nick Booher, Matt Sluberski, Chris Fay, Eric McGrain, and I met with the contractors building Dollar General to discuss the project and ensure everyone is aligned. It's a busy time at the industrial park with both the Oxbo and Dollar General projects underway, and there's talk of Craft Cannery possibly expanding again.

**Office**

- We finally received the information we needed from state retirement to finish the AFR and corrective journal entries from our accountant and Barb is finishing up the Annual Financial Report (AFR) and closing last fiscal year.
- I submitted the application for funding for next year's summer recreation program and am currently waiting for the checks to be cashed so I can report on this year's program.

**Miscellaneous**

- The last date to pay taxes is October 31<sup>st</sup>, after that they are sent to the county. We have collected 99% so far with only \$6,222.19 left to collect.
- CPR and First Aid training is scheduled for November 21<sup>st</sup> at 10:00am in the Village board room This session will be held jointly with the Town.
- Integrity Painters began working on the front of the Tulley Building this week. Helene Prince from Sherwin-Willimas was here to pick out historically accurate colors.

**Approval of Officer Reports**

A motion was made by Trustee Capurso and seconded by Trustee Thompson to approve the officer reports. The motion was carried by a unanimous vote.

**Trustee Concerns**

**Trustee Thompson** discussed traffic issues at Route 33 and 33a.

**Trustee Capurso** pointed out that the bushes next to the Sage bridge path are encroaching on the walkway.

**Trustee Cargill** said the parks look great as do the new poles for the light fixtures.

**New Business**

**Fire Department Member Approval**

A motion was made by Trustee Cargill and seconded by Trustee Fleming to approve Camryn Knapp as a member of the Bergen Fire Department. The motion was carried unanimously.

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**Fire Department Budget Approval**

A motion was made by Trustee Capurso and seconded by Trustee Fleming to approve the 2025 Bergen Fire Department budget. The motion passed unanimously.

**Resolution 9 of 2024 – NBRC Catalyst Grant**

**A Resolution authorizing that** Cortney Gale, who is the Administrator, is empowered to act on behalf of the Village of Bergen, NY as the Authorized Official.

Resolved by the Board of Trustees of the Village of Bergen as follows:

**WHEREAS**, the village articles of corporation requires the Board of Trustees to designate the source of any money appropriated after the budget is adopted; and

**WHEREAS**, the Village of Bergen is applying for \$1,000,000 in NBRC Catalyst Grant funding for the Village of Bergen Electric Substation Project; and

**WHEREAS**, the Board of Trustees is committed to appropriating up to \$800,000 in matching funds

**NOW THEREFORE**, Cortney Gale is hereby authorized, on behalf of the Village of Bergen, to apply for, accept, and expend grant funds from the Northern Borders Regional Commission (NBRC). The named authorized official has permission to sign all NBRC investment documents that bind the applicant.

A motion was made by Trustee Fleming and seconded by Trustee Thompson to approve Resolution 9 of 2024. The motion passed unanimously.

**Old Business**

None

**Privilege of the Floor**

None

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**Executive Session**

A motion was made by Trustee Thompson and seconded by Trustee Cargill to enter into executive session to discuss an employee matter. The motion passed unanimously.

The board entered executive session at 7:32pm

A motion was made by Trustee Cargill and seconded by Trustee Fleming to exit executive session. The motion passed unanimously.

The board exited executive session at 7:51pm

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**Backup Sewer Operator Pay**

A motion was made by Trustee Capurso and seconded by Trustee Thompson to pay the 2a licensed back up sewer operator the amount listed in the union contract in lieu of MEO pay. The motion passed unanimously.

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**Budget Transfer**

A motion was made by Trustee Thompson and seconded by Trustee Fleming to approve a budget transfer from 11.1990.04 Contingency to 11.8130.01 Sewer Treatment/Disposal in the amount of \$8,000. The motion passed unanimously.

**Adjournment**

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

The meeting was adjourned at 7:59pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator